



**I, Kitea Tipuna, Tumu Whakarae Chief Executive, hereby give notice that  
Infrastructure and Regulatory Committee Meeting will be held on:**

**Date: Tuesday, 8 April 2025**  
**Time: 10:00 am**  
**Location: Council Chamber, Wairoa District Council,  
Coronation Square, Wairoa**

# **AGENDA**

## **Infrastructure and Regulatory Committee Meeting**

**8 April 2025**

**MEMBERSHIP:** His Worship the Mayor Craig Little, Cr Chaans Tumataroa-Clarke, Cr Denise Eaglesome-Karekare, Mr Chris Olsen, Cr Benita Cairns, Ms Amanda Reynolds

The agenda and associated papers are also available on our website: [www.wairoadc.govt.nz](http://www.wairoadc.govt.nz)

For further information please contact us 06 838 7309 or by email [info@wairoadc.govt.nz](mailto:info@wairoadc.govt.nz)



**Order Of Business**

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- 1 KARAKIA**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATIONS OF CONFLICT OF INTEREST**
- 4 CHAIRPERSON'S ANNOUNCEMENTS**
- 5 LATE ITEMS OF URGENT BUSINESS**
- 6 PUBLIC PARTICIPATION**

A maximum of 30 minutes has been set aside for members of the public to speak on any item on the agenda. Up to 5 minutes per person is allowed. As per Standing Order 15.1 requests to speak must be made to the Chief Executive Officer at least one clear day before the meeting; however this requirement may be waived by the Chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

**7 MINUTES OF THE PREVIOUS MEETING**

Ordinary Meeting - 25 February 2025

**MINUTES OF WAIROA DISTRICT COUNCIL  
INFRASTRUCTURE AND REGULATORY COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIROA DISTRICT COUNCIL, CORONATION SQUARE, WAIROA  
ON TUESDAY, 25 FEBRUARY 2025 AT 10:00 AM**

**PRESENT:** Cr Denise Eaglesome-Karekare, Mr Chris Olsen, Cr Benita Cairns

**IN ATTENDANCE:** **Kitea Tipuna** (Tumu Whakarae | Chief Executive), **Gary Borg** (Pouwhakarae – Pūtea/Tautāwhi Rangapū | Group Manager Finance and Corporate Support), **Hinetaakoha Viriaere** (Pouwhakarae Whakamahere me te Waeture | Group Manager Planning & Regulatory), **Te Aroha Cook** (Kaiarataki Whakaoranga I Recovery Manager), **Juanita Savage** (Pouwhakarae Rātonga Hapori me te Whakawhanake | Group Manager Community Services and Development), **Luke Knight** (Kawhakahaere Rawa me te Para Totoka | Property & Solid Waste Manager), **Kate Standring** (Executive Principal | Office of the Mayor/Office of the Chief Executive), **Hinemoa Hubbard** (Kaiurungi Mana Arahi | Governance Officer), **Jared Olsen** (Kaiurungi Matua Tūtohu Waihanga |Senior Building Compliance Officer) **Hira Campbell** (Transport Asset Manager)

## 1 KARAKIA

*The meeting was chaired by Cr Eaglesome-Karekare, acting as Chair for the day.*

The opening karakia was given by the Chief Executive, Kitea Tipuna.

He also acknowledged the local kapa haka group, Te Rerenga Kōtuku attending Te Matatini and wished them well.

## 2 APOLOGIES FOR ABSENCE

### APOLOGIES

#### COMMITTEE RESOLUTION 2025/122

Moved: Cr Benita Cairns

Seconded: Mr Chris Olsen

That the apologies received from His Worship the Mayor, Craig Little and The Chair Cr Chaans Tumataroa-Clarke be accepted and leave of absence granted.

**CARRIED**

## 3 DECLARATION OF CONFLICT OF INTEREST

To be declared as the agenda progresses.

## 4 CHAIRPERSON'S ANNOUNCEMENTS

Nil.

**5 LATE ITEMS OF URGENT BUSINESS**

Nil.

**6 PUBLIC PARTICIPATION**

Nil.

**7 MINUTES OF THE PREVIOUS MEETING****COMMITTEE RESOLUTION 2025/123**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Benita Cairns

That the minutes and confidential minutes of the Infrastructure and Regulatory Committee meeting held on 3 December 2024 be confirmed.

**CARRIED**

**8 GENERAL ITEMS****8.1 LUCKNOW-LAHORE UPGRADE PROPOSAL****COMMITTEE RESOLUTION 2025/124**

Moved: Mr Chris Olsen

Seconded: Cr Benita Cairns

The Committee receives the report and moves to advance the project to a shovel-ready stage, without proceeding further unless funding is secured.

**CARRIED**

The Transport Asset Manager introduced the report highlighting that the proposal was driven by safety concerns due to several near misses. He noted:

- The chosen design has undergone safety checks, with affected businesses, particularly Z, being consulted.
- The project has no funding secured, with an estimated total project costs range between \$1.2 million and \$1.5 million.
- The project remains in the design-only stage, with no set schedule.
- A roundabout concept was discussed with NZTA, but no funding or design work has been undertaken.

The committee noted:

- The need to determine costs and explore funding options that would not impact ratepayers.
- The importance of clearly outlining the benefits, assessing the hazard level, and ensuring a

strong justification for the project while prioritising minor safety improvements in the short term.

- Whether the project should be included in the Annual Plan or Long-Term Plan, given the focus on reducing rates.

## 8.2 ASSETS & INFRASTRUCTURE GROUP – UPDATE

### COMMITTEE RESOLUTION 2025/125

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Benita Cairns

The Committee receives the report and refers Items 9 and 10 to Council, with Item 7 referred to the Public Excluded session of the Council meeting on 4<sup>th</sup> March.

**CARRIED**

The Property & Solid Waste Manager introduced the report.

The committee noted concerns about the lack of progress in adopting a waste hierarchy approach (item 9). Support was also expressed for a stable and long-term approach to water maintenance (Item 8) to minimise potential disruptions.

## 8.3 PLANNING AND REGULATORY REPORT - FEBRUARY 2025 UPDATE

### COMMITTEE RESOLUTION 2025/126

Moved: Mr Chris Olsen

Seconded: Cr Benita Cairns

The Committee receives the report titled 'Planning and Regulatory Report – February 2025 Update'

**CARRIED**

The Group Manager of Planning and Regulatory briefly introduced her report, explaining that SPP refers to the streamlined planning process (Item 1.2.2).

The Senior Building Compliant Officer provided an update on placard data:

- **Cyclone Gabrielle:** For commercial properties, 33 yellow placards remain, and 44 were reinstated. For residential properties, 78 yellow placards remain, and 140 were reinstated.
- **June Flooding Event:** 107 yellow placards remain, and 22 were reinstated.
- Some individuals have made repairs without notifying the Council for building inspections.

The committee queried:

- Whether the building reinstatement checklist is used to change placard colours (from



yellow to green, then white). The Senior Building Compliance Officer clarified that it is a broader checklist with additional checks involved.

- If the checklist assessment for the June Floods is the same as for Cyclone Gabrielle. The Senior Building Compliance Officer noted that there are differences between the two assessments.
- What support is available for commercial entities still holding a yellow placard.
- How to raise awareness of the Development Contribution Policy to prevent it from being a surprise to anyone.

**9 PUBLIC EXCLUDED ITEMS**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**COMMITTEE RESOLUTION 2025/127**

Moved: Cr Denise Eaglesome-Karekare

Seconded: Cr Benita Cairns

That the public be excluded from the following parts of the proceedings of this meeting at 11:19am.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>9.1 - WDC Bridge Replacement/Repair Update</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>9.2 - Professional services procurement review</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under

		section 6 or section 7
<b>CARRIED</b>		

**COMMITTEE RESOLUTION 2025/128**  
Moved: Cr Denise Eaglesome-Karekare  
Seconded: Cr Benita Cairns  
The Committee moves out of Closed Committee into Open Committee at 11:59am.  
**CARRIED**

**The Meeting closed at 12pm.**

**The minutes of this meeting were confirmed at the Infrastructure and Regulatory Committee Meeting held on 8 April 2025.**

.....  
**CHAIRPERSON**

**ACTION SHEET**

<u>ACTION</u>	<u>MEETING THE ACTION WAS RAISED IN</u>	<u>DUE DATE</u>	<u>OFFICER RESPONSIBLE</u>	<u>COMMENTS</u>	<u>COMMENTS</u>	<u>COMMENTS</u>	<u>STATUS</u>	<u>PUBLIC EXCLUDED</u>
				<i>02/12/2024 Update</i>	<i>20/02/2025 Update</i>	<i>03/04/2025 Update</i>		
Clarification on CSR Dashboard graphs, including overall narratives and required recommendations.	13/08/2024		Michael Hardie transfer to Luke Knight	Work in progress.	Reviewing the current dashboard formats and will present in March report.		<b>Completed</b>	No
Provide the Committee with a table outline the differences in costs/funding provided to projects.	10/09/2024		Michael Hardie transfer to Luke Knight				<b>Completed</b>	No

## 8 GENERAL ITEMS

### 8.1 PLANNING AND REGULATORY REPORT 2025 - APRIL UPDATE

**Author:** Hinetaakoha Viriaere, Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:** 1. Planning and Regulatory Report 2025 - April Update [↓](#)

#### PURPOSE

This report provides information for the Committee on key matters from the Planning and Regulatory Group and includes updates from Planning and Resource Management, Building Control including Rapid Building Assessments and Compliance and Licensing.

1.1 No decisions are required by the Committee.

#### RECOMMENDATION

The Pouwhakarae - Whakamahere me te Waeture | Group Manager Planning and Regulatory RECOMMENDS that Committee receive the report titled 'Planning and Regulatory Report 2025 – April Update.

## 2. BACKGROUND

2.1 Each 6 weeks the Pouwhakarae Whakamahere me te Waeture presents a report to the Infrastructure and Regulatory Committee that provides updates from the Planning and Regulatory Group.

2.2 The Planning and Regulatory April Update report provides updates on the following matters for the January and February reporting period:

- Resource Consents
- Resource Management Reform
- Fast Track Approvals
- RMA (Consenting and Other System Changes) Amendment Bill
- TAS update
- Developments Contribution Policy
- TA performance monitoring
- Building Consents
- LIMs
- Rapid Building Assessments
- Compliance (Dog Control, Stock Control, Freedom Camping
- Trade Waste Compliance

- Environmental Health (Alcohol Licensing, Health Licensing, Noise)

### Further Information

### 3. BACKGROUND

- 3.1 Each 6 weeks the Pouwhakarae Whakamahere me te Waeture presents a report to the Infrastructure and Regulatory Committee that provides updates from the Planning and Regulatory Group.
- 3.2 The Planning and Regulatory April Update report provides updates on the following matters for the January and February reporting period:
  - Resource Consents
  - Resource Management Reform
  - Fast Track Approvals
  - RMA (Consenting and Other System Changes) Amendment Bill
  - TAS update
  - Developments Contribution Policy
  - TA performance monitoring
  - Building Consents
  - LIMs
  - Rapid Building Assessments
  - Compliance (Dog Control, Stock Control, Freedom Camping)
  - Trade Waste Compliance
  - Environmental Health (Alcohol Licensing, Health Licensing, Noise)

**Further Information****Fast-track Approvals Act**

<https://www.legislation.govt.nz/act/public/2024/0056/latest/LMS943195.html#LMS943260>

**Part 2 – Fast Track approvals process**

<https://www.legislation.govt.nz/act/public/2024/0056/latest/LMS1001830.html>

<https://environment.govt.nz/acts-and-regulations/acts/fast-track-approvals/fast-track-approvals-process/>

**Resource Management (Consenting and Other Changes) Amendment Bill**

<https://www.legislation.govt.nz/bill/government/2024/0105/latest/whole.html#contents>

**Building Act – TA monitoring**

<https://www.legislation.govt.nz/act/public/2004/0072/latest/DLM307842.html>

**References (to or from other Committees)**

- ORDINARY COUNCIL 19<sup>TH</sup> NOVEMBER 2024 - *DANGEROUS, INSANITARY AND AFFECTED BUILDINGS POLICY 2024.*



# PŪRONGO WHAKAMAHERE ME WAETURE - PLANNING & REGULATORY REPORT APRIL UPDATE 2025

## 1. WHAKAMAHERE/PLANNING

### 1.1. RESOURCE CONSENTING

The number of resource consent and ancillary applications received has increased slightly between January and February as shown in Table 1 below.

**Table 1: Planning Data January 2025 - February 2025**

Resource Consents	January	February
Consent applications received	2	2
Ancillary applications received (COC, Sec 223, 224, 221 etc)	1	2
Ancillary applications granted (COC, Sec 223, 224, 221 etc)	0	2
Decisions notified	1	2
Proportion of consents processed within statutory timeframes	100%	100%
Proportion of ancillary applications processed within statutory applications	100%	100%
Onsite visits/inspections undertaken	3	4
RMA breaches recorded	1	0
Infringements issued	0	0
Pre application meetings (In person)	3	6

### 1.2. RESOURCE MANAGEMENT REFORM

#### 1.2.1 FAST TRACK APPROVALS

The purpose of the *Fast-track Approvals Act 2024* is to facilitate development and infrastructure projects that will deliver regional and national benefits. Under the Act's 'one-stop shop' approach, large and complex projects can get resource consents, permissions or other approvals – required under the RMA 1991, and other Acts – through a single application process.

A new Fast-track website launched on 7 February 2025 to provide information about the Fast-track approvals that is administered by the Environmental Protection Authority (EPA) and has a range of information about the resources and tools available to applicants and other participants in the Fast-

track process. These tools include an application portal and case management system to receive and manage applications through the process, and a time-sheeting system for government agencies, councils and others who will charge for their time and costs associated with processing applications.

Any person can apply to have projects of regional or national significance considered for fast-track approval. Part 2 of the Act outlines the process, and the eligibility criteria projects must meet. The Minister for Infrastructure decides if projects are eligible for referral to the Fast-track pathway. If so, the applicant can lodge a substantive application. Expert panels will consider substantive applications, determine conditions for projects and approve or decline applications.

Applicants are responsible for meeting the pre-lodgement consultation requirements including consultation requirements for referral applications which include the requirement in accordance with Part 2 (Fast tracks approval process), Subpart 1 – (Referral of project to fast -track approvals process, steps before lodging referral application), section 11 (Consultation requirements for referral application) of the *Fast Track Approvals Act 2024* that before lodging a referral application the applicant must consult with relevant parties including relevant local authorities. The process after a referral application is received, includes that the Minister must copy the application to and invite comments from agencies and groups including relevant local authorities pursuant to section 17(1) and the EPA as directed by the Panel will invite comments for a substantive application pursuant to section 53 (2)(a).

## **1.2 RMA BILL**

Submissions to the Environment Select Committee on the *RMA (Consenting and Other System Changes) Amendment Bill* closed on 10 February. The Bill was introduced to Parliament in December 2024 and will amend the *Resource Management Act 1991* to progress Government priorities. It will make changes in five key areas: infrastructure and energy; housing; farming and the primary sector; emergency and natural hazards; as well as the resource management system.

## **1.3 TAS UPDATE**

TAS has advised that there are no outstanding requirements for cabin accommodation. All cabins outstanding have been placed, connected, and now have whānau living in them. Requests are slowing coming in for removal, as homes are reinstated. As of Feb 28th, there have been twenty-one cabins (seven one-bedrooms, five two-bedrooms and ten sleepouts) placed over fifteen sites through the township.

## **1.4 DEVELOPMENTS CONTRIBUTION POLICY**

The consultation on the draft development period opened from 24 February 2025 to run until Monday 24 March 2025.

# **2. TŪTOHU WAIHANGA – BUILDING CONTROL**

## **2.1 TA PERFORMANCE MONITORING**

During the reporting period our BCA submitted to the Ministry of Business, Innovation and Employment (MBIE)'s Compliance and Assurance (C&A) team information as part of the TA performance monitoring assessment in relation to WDCs dangerous, affected or insanitary buildings and certificate of public use



functions.

MBIE’s responsibility as the central regulator in the building system is to enable and ensure the performance of TAs under the Act. To ensure this responsibility is met, MBIE’s regulatory activities are guided by a compliance strategy which sets out the following objectives:

- promote compliance
- develop a picture of risk using monitoring and analysis
- identify and respond to non-compliance.

Performance monitoring assessments are carried out under s204 of the Act and aim to achieve the objectives of the compliance strategy by collecting and analysing key performance data which can then be used to help the Council improve performance and allow the C&A team to take further action if required. The data collected across multiple councils can also be used to establish whether a broader response is required, for example the development of guidance on best practice.

In January this year an internal document, ‘Certificate of Public Use: Processing Guide was created. The purpose of this internal guideline is to outline procedures for the assessment and issue of a Certificate for Public Use (CPU) pursuant to s363 of the *Building Act 2004*.

WDC has provided MBIE with a copy of its recently reviewed Dangerous and Insanitary Buildings policy along with information regarding DIA buildings in the Wairoa area. All territorial authorities are required to have a policy on dangerous and insanitary buildings within its district pursuant to sections 131 of the *Building Act (Act) 2004*. Policies must be reviewed at no more than 5 yearly intervals.

**2.2 BUILDING CONSENT UPDATE**

The number of consent applications received in February has decreased slightly from January to February, however, remains steady as shown in Table 2 below.

**Table 2: Building Control Data January - February 2025**

<b>Building Consents</b>	<b>January</b>	<b>February</b>
Consents received	12	9
Consents granted	20	16
Residential consents issued	18	18
Total value of new building consent/work (received)	\$2,527,186	\$2,280,000
Proportion of building consents processed within statutory timeframes	95.2%	100%
Proportion of CCC’s issued within statutory timeframes	100%	75%
Building consent exemptions issued	0	3
Inspections undertaken	62	74

**2.3 LIM UPDATE**

The number of LIM applications received from January to February decreased slightly as shown in Table 3 below.

**Table 3: Property Data - January - February 2025**

<b>Property Information</b>	<b>January</b>	<b>February</b>
LIM's received	5	4
Proportion of LIM's issued within statutory timeframes	100%	100%

**2.4 GENERAL UPDATES**

In February inspections numbers continued to be high at 74 an increase from 62 in January. This continues to be a high number of inspections for the number of qualified BCO staff which are employed by WDC. WDC BCA is still utilizing external contractors to keep up with workloads.

Our BCA also experienced the loss of its BCA Manager which has placed a further strain on in house resources as roles and tasks of the BCA manager have temporarily been transferred to the Group Manager Planning and Regulatory and the Senior Building Compliance Officer.

**2.5 RAPID BUILDING ASSESSMENTS (RBAS)**

**2.5.1 RBA DATA - CYCLONE GABRIELLE**

Rapid Building Assessments (RBAs) from those commercial and residential buildings affected by Cyclone Gabrielle during January and February are shown in Tables 4 and 5 below. There has been no movement for Commercial buildings in the placard data over this period. There was 1 yellow placard (Cyclone Gabrielle event) removed for residential homes during February 2025.

As discussed at the last Infrastructure and Regulatory Committee meeting, it is likely that there are local flood-impacted buildings that have had the required building work completed, but now, they need a Council inspection to ensure the work has been finished and criteria met so their yellow placard can be officially removed. The Recovery and Building Control teams are working together on this, with visits to yellow placard homes to assess whether the appropriate remediation work has been undertaken and the status can be removed.

**Table 4: RBAs (Cyclone Gabrielle) Commercial January - February 2025**

<b>Rapid Building Assessments Tally</b>	<b>Commercial January</b>	<b>Commercial February</b>
Red – entry prohibited	0	0
Yellow – restricted access	33	33
White – can be used	35	35
Green – building reinstated	44	44

**Table 5: RBAs (Cyclone Gabrielle) Residential- January - February 2025**

Rapid Building Assessments Tally	Residential January	Residential February
Red – entry prohibited	3	3
Yellow – restricted access	78	77
White – can be used	135	135
Green – building reinstated	140	141

**2.5.1 RBA DATA – JUNE WEATHER EVENT**

Rapid Building Assessments (RBAs) numbers from the residential buildings affected by the June Rain Event are shown in Table 6 below.

**Table 6: RBAs (June Rain Event) Residential - January 2025 – Residential February 2025**

Rapid Building Assessments Tally	Residential – January	Residential – February
Red – entry prohibited	0	0
Yellow – restricted access	110	105

**3 TŪTOHU ME TE WHAKAAETANGA – COMPLIANCE & LICENSING**

**3.1 COMPLIANCE**

**3.1.1 DOG CONTROL**

The Compliance team have been working on more educational media and notices, alongside issuing formal notices and educating out in the field. Dog registrations numbers are at 2949. Several dog owners have taken on, payment plans for future registrations. Applicants for the Selected Owner Policy have increased to 230, owners showing good owner responsibility. Rehoming dogs to other agencies out of the district works well and have had some successful forever homes for potential dogs. The Compliance team is also working on a CDEM Plan for owners and their animals, networking with other agencies to help build a transition through an emergency.

**Table 7: Dog Control - January 2025- February 2025**

	January	February
Call outs received	54	30
Impounded	23	7
Warnings issued	8	4
Infringements issued	3	9
Pending court cases	0	0
Dogs destroyed	4	5
Dogs rehomed	8	0

**3.12 STOCK CONTROL**

The number of after hour callouts and warnings issued on stray farm animals have decreased from January to February as shown in Table 8 below.

**Table 8: Stock Control – January 2025- February 2025**

	January	February
Call outs received (farm animals)	10	4
Impounded farm animals	0	3
Warning issued on stray farm animals	10	4
Invoice issued	0	0
Pending court cases	0	0
Animals destroyed	0	0

**3.13 FREEDOM CAMPING**

The Compliance team monitor freedom camping in the district. Campers have been quiet at this time of the year. There have been no complaints for campers being in non-compliant areas in the district.

**Table 9: Freedom Camping - January 2025 – February 2025**

	January	February
Number of Patrols	10	0
Warnings issued	0	0
Infringements issued	0	0
Pending court cases	0	0

**3.2 TRADE WASTE COMPLIANCE**

**Table 10: Trade Waste - January 2025 – February 2025**

	January	February
Premises Inspected	9	14
New Trade Waste Licenses Issued	0	0
Trade Waste Licenses Renewed	3	0
Trade Waste Management Plans Initiated	3	2

**3.3 ENVIRONMENTAL HEALTH**

**3.3.1 ALCOHOL LICENSING**

**Table 11: Alcohol Licensing - January 2025 – February 2025**

	January	February
New licences Issued (Managers/club/on/off)	0	1
Renewals issued (Managers/club/on/off)	2	3
99Special licences applied for	1	3
Proportion of licences issued within statutory timeframes	100%	100%

**3.3.2 HEALTH LICENSING**

**Table 12: Health Licensing - January 2025 – February 2025**

	January	February
Health licences Issued	1	1
Food Control Registration / NPs New	5	4
Food Control Plan Re: Registration	1	4
Food Premises visited for compliance	4	3

Proportion of licences issued within statutory timeframes	100%	100%
Warnings Issued for compliance	0	1
Infringements issued	0	0

### **3.3.3. NOISE**

**Table 13: Noise Data January 2025 – February 2025**

	<b>January</b>	<b>February</b>
Call outs received	10	8
Premises Visited	5	5
Warnings Issued/Items Seized	0	0
Infringements issued	0	0

Report Date: 31<sup>st</sup> March 2025

## 8.2 ASSETS & INFRASTRUCTURE GROUP - UPDATE

**Author:** Luke Knight, Kawhakaere Rawa me te Para Totoka | Property & Solid Waste Manager

**Authoriser:** Kitea Tipuna, Tumu Whakarae Chief Executive

**Appendices:**

1. January 2025 Activity and Contract spend dashboard [↓](#)
2. January 2025 CSR dashboard [↓](#)
3. February 2025 Transport projects dashboard [↓](#)

### PURPOSE

This report provides information for Committee on Assets & Infrastructure Group and the differing activities within.

### RECOMMENDATION

The Kawhakaere Rawa me te Para Totoka | Property & Solid Waste Manager RECOMMENDS that Committee receive the report, and provide direction where appropriate.

## 2. KEY UPDATES

- 2.1 Recruitment adverts for two cadet positions went live on 2<sup>nd</sup> April. These positions are funded 95% by NZTA.
- 2.2 Sealed and Unsealed maintenance contracts – draft procurement plan developed. Proposed workshop with council in May 2025.
- 2.3 A revised Landfill Management Plan (LMP) has been developed and is with Hawke’s Bay Regional Council for approval. The proposed changes would allow an increased final height on the current cell, which will provide some ongoing capacity and resilience.
- 2.4 Temporary bridge at Te Reinga is currently restricted to light vehicles (3.5 tonnes). This is due to failure of the decking on the approach. A more robust concrete panel design is being developed and is expected to take six weeks to construct and install.

## 3. MONITORING

3.1 As mentioned in committee report in February, there are revised dashboards attached. Due to the timing of this meeting, there is not full data for March 2025 at the time of compiling this report.

3.2 The dashboards are comprised of the following:

### 3.3 Activity and contract spend

3.3.1. This shows activity budget, year to date spend, subsidy where applicable, contract spend and a brief note for any variance from contract base value.

### 3.4 CSR dashboard

3.4.1. This shows total Client Service Requests (CSRs) received for the month, grouped by activity and then by specific service type request.

3.4.2. There were 8 CSRs received which were not council responsibility – state highway and private utilities.

3.4.3. The dashboard shows average response time and average completion time in number of calendar days. There is a brief note explaining factors influencing completion delay.

3.4.3.1. Note – this is not the same as the Statement of Service Performance (SSP) data include in the quarterly or annual reports, as the required response time varies across each activity according to requirements e.g. NZTA, Taumata Arowai.

### **3.5 Transport projects dashboard**

3.5.1. The dashboard shows progress and risks for the Te Reinga bridge replacement as well as summaries of emergency and resilience works.

## **4. ROADING**

### **4.1 Maintenance contracts**

4.1.1. Current road maintenance contracts (i.e. Sealed Road Maintenance Contract and Unsealed Road Maintenance Contract) are in the process of being extended to 30 June 2026 and WDC are seeking to have the replacement contracts prepared with a suitably long lead in times to enable good procurement outcomes to be achieved.

4.1.2. Report including draft procurement plan to this committee 8<sup>th</sup> April 2025, proposed workshop with council in May 2025.

## **5. PROFESSIONAL SERVICES**

5.1 Council's current professional services contract, held by WSP, has been in place since 2020 and is due to expire 30 June 2025.

5.2 A report and initial recommendation were presented to the Infrastructure Committee 25<sup>th</sup> February 2025 and council 4<sup>th</sup> March 2025.

5.3 Council received the report and resolved to allow for a transition period to consider the recommendation which will include the Interim Chief Executive and the current Chief Executive, to undertake a plan.

## **6. 3 WATERS**

6.1 The waters maintenance contract procurement faces different challenges due to the unknown outcome of Local Waters Done Well.

6.2 The current contract is due to expire 30<sup>th</sup> September 2025 following contract extension in 2021.

6.3 Considerations have been made as to extending the contract versus going through a procurement process.

6.4 At this time, the intent is to proceed with procuring a new maintenance contract in order to maintain levels of service and provide some certainty in the immediate future.

6.5 Contract scope and procurement plan are to be reviewed and developed in April 2025.

**7. SOLID WASTE MANAGEMENT**

- 7.1 Similarly to the current 3 waters environment, there is a degree of uncertainty around solid waste management services. This is due to the potential changes in kerbside collection methodology, transfer station upgrades and residual waste disposal.
- 7.2 The seven year term of the current contract 18/03 provision of solid waste management services expires 31<sup>st</sup> March 2026.
- 7.3 Whilst there is no explicit provision in the contract for an extension, the incumbent has indicated interest in an extension beyond 31<sup>st</sup> March 2026. Given the requirements of the contract and any potential changes to scope, this would need to be for a minimum three year term or 1+1+1.
- 7.4 Due to the capacity restraints on the current landfill cell, council has agreement to transport residual waste to Ōmarunui for a three year period from March 2025. Transporting of residual waste will commence before the end of the current financial year.
- 7.5 A revised Landfill Management Plan (LMP) has been developed and is with Hawke's Bay Regional Council for approval in line with the current consent. The proposed changes would allow a revised final height on the current cell, which will provide some ongoing capacity and resilience.
- 7.6 There have been some early discussions with neighbouring councils around potential efficiencies for the kerbside collection component – both ongoing operations and purchase of suitable containers.
- 7.7 The contract requirements and any potential separation of activities are currently being reviewed.

**Further Information**

N/a

**References (to or from other Committees)**

4<sup>th</sup> February 2025 Council – Long-Term Landfill – Plan Development

25<sup>th</sup> February 2025 Infrastructure Committee – Professional services procurement review

4<sup>th</sup> march 2025 Council – Professional services procurement review

**Further Information**

N/a



24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 25,250,878.00	\$ 20,980,597.56	\$ 2,353,131.93	\$ 1,584,627.22
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 5,008,920.85	\$ 15,971,676.71	\$ 669,562.99	\$ 1,683,568.94
<b>Council share</b>	<b>Subsidy</b>	<b>Council share</b>	<b>Subsidy</b>
\$ 1,602,543.56	\$ 19,378,054.00		\$ 2,800,839.00

24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 2,978,474.00	\$ 3,358,419.00	\$ 245,240.00	\$ 181,994.02
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 79,435.00	\$ 114,746.00	\$ 79,435.00	\$ 114,746.00

24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 2,577,288.00	\$ 1,936,403.00	\$ 314,105.00	\$ 212,592.06
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 79,435.00	\$ 114,746.00	\$ 79,435.00	\$ 114,746.00

24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 2,134,195.00	\$ 1,387,109.00	\$ 194,181.00	\$ 88,810.97
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 384,575.00	\$ 1,002,535.00	\$ 79,435.00	\$ 114,746.00

24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 2,577,288.00	\$ 1,936,403.00	\$ 314,105.00	\$ 212,592.06
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 79,435.00	\$ 114,746.00	\$ 79,435.00	\$ 114,746.00

24/25 Year to date		January 2025	
24/25 Budget	Year to date	Activity spend	Contract spend
\$ 2,134,195.00	\$ 1,387,109.00	\$ 194,181.00	\$ 88,810.97
<b>Capital</b>	<b>Operational</b>	<b>Capital</b>	<b>Operational</b>
\$ 384,575.00	\$ 1,002,535.00	\$ 79,435.00	\$ 114,746.00

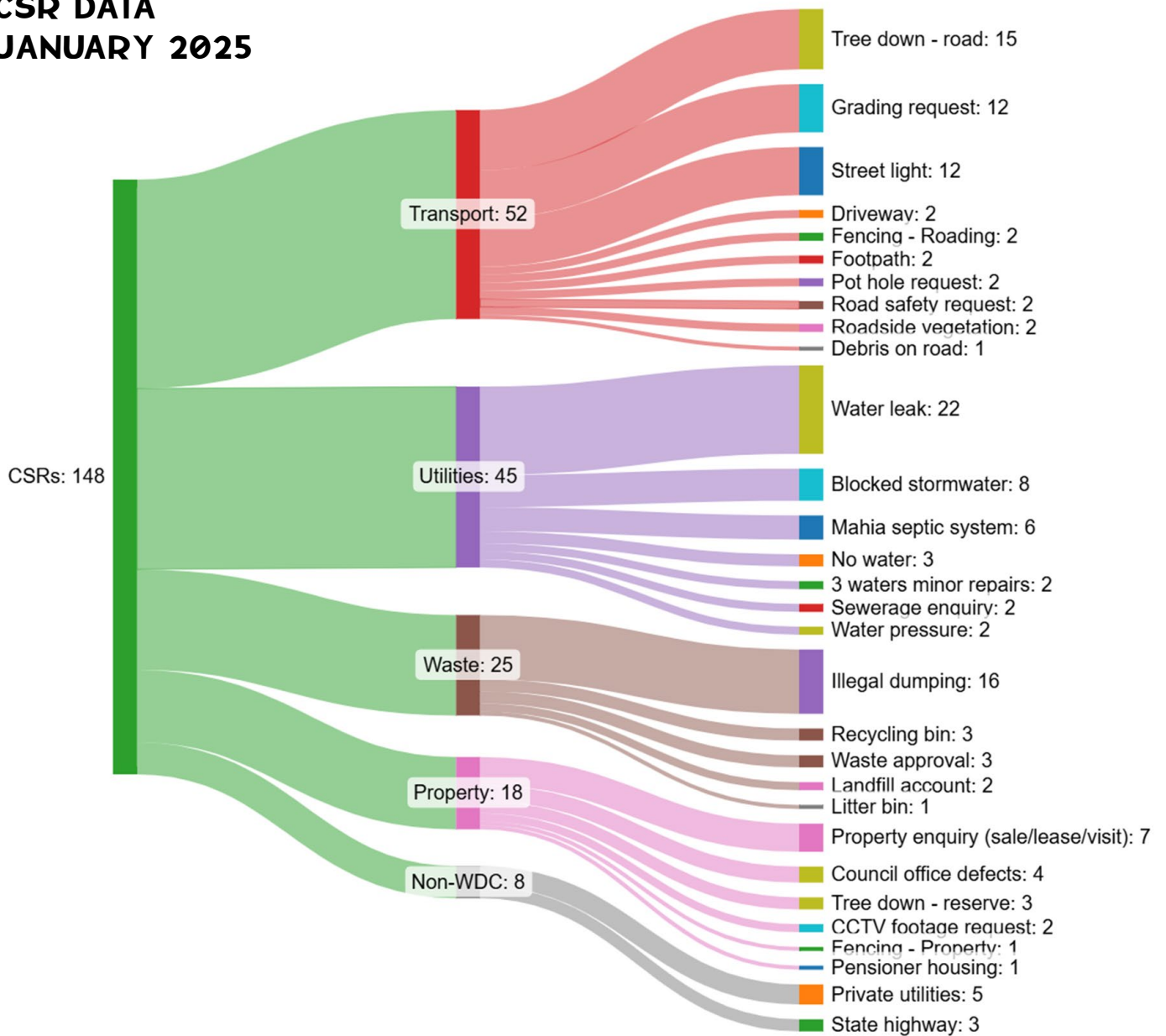
Contract	Base value	Actual	Variance	CPI	Notes
<b>18/01 Sealed Road Network</b> Fulton Hogan	\$ 45,518.20	\$ 894,968.53	\$ 849,450.33	No	Sealed pavement maintenance (\$282k), resealing (\$300k), emergency works (\$54k), road renewals (\$139k), other maintenance across sealed network.
<b>18/02 Unsealed Road network</b> QRS	\$ 255,902.00	\$ 689,658.69	\$ 433,756.69	No	Emergency works (\$341k) - New year 24/25, Cyclone Gabrielle, June 23 event, June 24 event. SP38 maintenance (\$45k), other maintenance across unsealed network.

Contract	Base value	Actual	Variance	CPI	Notes
<b>17/01 Three Waters Maintenance</b> Fulton Hogan	\$ 30,275.00	\$ 181,994.02	\$ 151,719.02	No	Pump station maintenance, stormwater maintenance, new connections, install of telemetry, waste water plant maintenance, water reticulation repairs

Contract	Base value	Actual	Variance	CPI	Notes
<b>18/03 Solid waste management</b> Smart Environmental	\$ 82,208.04	\$ 186,243.61	\$ 104,035.57	Yes	Silt and debris work (funded). Holiday clean ups. Disposal of special waste (recovered from fees).
<b>16/01 Tuai Township maintenance</b> Ruapani Trust	\$ 8,894.05	\$ 8,894.05	\$ -	No	
<b>18/08 Street Cleaning</b> TROB Contracting	\$ 8,750.00	\$ 14,654.40	\$ 5,904.40	No	Ahi Komau shared area maintenance. Incidental clean ups. Graffiti clean ups.
<b>19/08 Raupunga Township maintenance</b> Waipapa Recycling	\$ 2,725.00	\$ 2,800.00	\$ 75.00	No	Fly dumping.

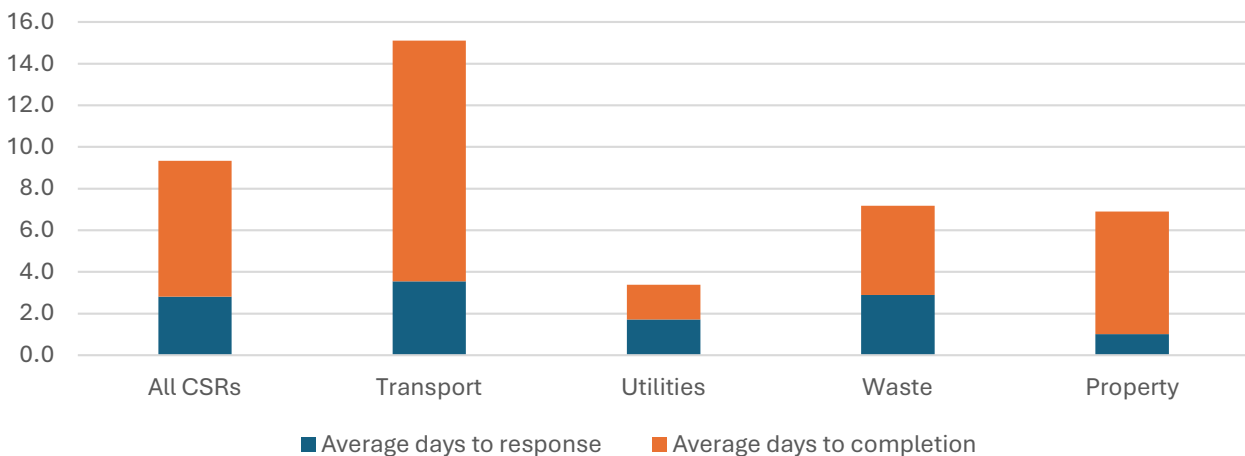
Contract	Base value	Actual	Variance	CPI	Notes
<b>19/01 Mahia Reserves</b> Halkett Partnership	\$ 5,979.20	\$ 12,547.95	\$ 6,568.75	Yes	Incidental cleanups
<b>18/05 Wairoa Reserves</b> Halkett Partnership	\$ 14,778.00	\$ 34,047.67	\$ 19,269.67	No	Fly dumping. Tree work. Clean up after storms.
<b>18/07 Wairoa Gardens</b> Halkett Partnership	\$ 8,456.00	\$ 11,816.05	\$ 3,360.05	No	Spot spraying, graffiti clean up, playground maintenance.
<b>19/02 Wairoa Cemeteries</b> Halkett Partnership	\$ 3,845.00	\$ 4,239.50	\$ 394.50	No	Ashes interment, tree maintenance.
<b>21/07 Rural Public Toilets</b> Halkett Partnership	\$ 7,555.00	\$ 7,555.00	\$ -	No	
<b>18/06 Wairoa Public Toilets</b> Halkett Partnership	\$ 8,100.00	\$ 8,634.30	\$ 534.30	No	Additional clean up - toilets.
<b>18/09 Cleaning of council buildings</b> Morere Cleaning Services	\$ 9,970.50	\$ 9,970.50	\$ -	No	

**ASSETS AND INFRASTRUCTURE  
CSR DATA  
JANUARY 2025**



**RESPONSE AND COMPLETION**

n. calendar days



**Completion delay commentary n.b. calendar days**

- Transport CSRs received and actioned during close down period but were only closed in early January.

- Property & waste – incorrect contact details recorded and/or no response from customer.

Summary Te Reinga Bridge Replacement										
Project Name	Feb-25					Risk Management				
	Approved Funding All Years	Expenditure All Years	% of sites complete	GL codes	Scope	Schedule	Budget	Risks	Issues	Overall
Te Reinga Bridge Replacement	\$ 14,200,000.00	\$ 1,477,573.18	0%	RS46115, RS46117						100%
Contract management ensuring adherence to critical path and budget										

Summary Emergency Works										
Project Name/Weather Event	Feb-25					Risk Management				
	NZTA Approved Funding All Years	Expenditure All Years	% of sites complete	GL codes	Scope	Schedule	Budget	Risks	Issues	Overall
EW - Emergency Works - March 2022	\$ 24,311,700.00	\$ 15,922,100.00	60%	RS5619						95%
EW - Cyclone Gabrielle - Recovery	\$ 5,000,000.00	\$ 1,423,221.00	4%	RS5622, RS4655						97.5%
EW - Emergency Works - June 2023	\$ 5,619,417.00	\$ 2,098,393.00	53%	RS5640, RS4650						95%
EW - Wairoa DC - November 2023	\$ 6,876,455.00	\$ 174,277.00	31%	RS5645, RS4645						95%
EW - Emergency Works - Matariki June 2024	\$ 12,826,238.00	\$ 2,749,238.00	37%	RS5621, RS4721						95%

Summary Resilience Works										
Project Name	Feb-25					Risk Management				
	Approved Funding All Years	Expenditure All Years	% of sites complete	GL codes	Scope	Schedule	Budget	Risks	Issues	Overall
Low Cost Low Risk - External Funding - Crown Resilience Programme	\$ 2,854,750.00	\$ -	0%	RS4621						88%
Nuhaka Opoutama Road Coastal Erosion Protection Structures - Implementation - External Funding - Crown Resilience Programme	\$ 4,000,000.00	\$ -	0%	RS4622						88%
Better off Funding	\$ 1,900,000.00	\$ 349,805.51	13%	RS4603, RS4049						100%

Risk

- On Track
- Potential Issues
- Significant Issues
- Project Cancelled/On Hold

**9 PUBLIC EXCLUDED ITEMS**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<p><b>9.1 - Sealed and Unsealed maintenance - Draft procurement plan</b></p>	<p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>