



Kaipara te Oranganui

**KAIPARA  
DISTRICT**

Two Oceans Two Harbours

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## **Kaipara District Council Open Briefing Agenda**

**Date:** Wednesday 3 March 2021  
**Time:** 9.30 am  
**Location:** Mangawhai Domain  
75 Moir Street  
Mangawhai

**Elected Members:** Mayor Dr Jason Smith  
Deputy Mayor Anna Curnow  
Councillor Victoria del la Varis-Woodcock  
Councillor Karen Joyce-Paki  
Councillor Jonathan Larsen  
Councillor Mark Vincent  
Councillor Peter Wethey  
Councillor David Wills  
Councillor Eryn Wilson-Collins

*For any queries regarding this meeting please contact  
the Kaipara District Council on (09) 439 7059*





Wednesday, 3 March, 2021

9:30 am

Mangawhai Domain

75 Moir Street

Mangawhai

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9. Public Excluded (PEX) item: Ruawai Stopbank improvements update Members please see item 3 of your PEX agenda.	



# Representation Review – briefing two

**Meeting:** Council Briefing  
**Date of meeting:** 3 March 2021  
**Reporting officer:** Michael Day, Strategy Policy and Governance Manager  
Dale Ofoske, Electoral Officer

## Purpose/Ngā whāinga

To provide an update of the representation review process for the 2022 and 2025 local government elections, reflecting the latest population figures and the establishment of a Māori ward, with a number of suggested options and implementation timetable.

## Context/Horopaki

The Local Electoral Act (LEA) requires all local authorities to undertake a representation arrangement review at least once every six years. Council's last review was undertaken in 2018/2019 (for the 2019 local government elections) with eight councillors being elected from four wards, plus the mayor.

The next review would normally occur in 2024/2025, however, Council signalled to the Local Government Commission (LGC) at the previous representation review that it would undertake another review in 2021/22 due to the significant growth being experienced in the District. Council has also resolved to introduce a Māori ward which triggers a review. The review will enable the use of the latest population statistics (2018 Census with population estimates at 30 June 2020) when determining options.

This briefing builds upon the initial briefing held with Council in December 2020 and staff will schedule an item on each upcoming monthly briefing to work through the process.

During the review, Council must consider its communities of interest, effective representation (wards, total number of councillors, community boards etc) and fair representation (each councillor representing about the same number of people, within +/- 10%).

Two of the current wards do not comply with fair representation (+/-10% rule), and with a Māori ward, all current wards do not comply.

## Discussion/Ngā kōrerorero

The formal representation review process cannot commence until 1 March 2021 and an initial proposal must be made by 31 August 2021.

### Local Government Commission's 2018 determination

The 2018 review was ultimately determined by the LGC following the receipt of one appeal. In essence, the LGC upheld Council's decision (of four wards and eight Councillors plus Mayor) but made the following observations:

- 'there is a need to have the most up-to-date statistical information to reflect the current situation and future trends' and
- 'we note, however, that there was a reasonably strong level of support for community boards in the council's preliminary consultation. We suggest the council, as part of its next review, may wish to consider this option further and to consult particular communities, including those in the eastern area'

Both of these observations will need to be addressed in the 2021 review.

## Māori ward

With legislation soon to be enacted removing the right for a public poll on establishing Māori wards/constituencies (current situation at time of writing), one Māori ward will likely be established in Kaipara District for at least the 2022 and 2025 triennial elections. Under the formula in the Local

Electoral Act 2001, there would be one Māori ward councillor, with either eight or nine councillors in total.

### Informal consultation

We are intending to informally engage with the public in mid to late April on representation arrangements, as was done prior to the 2018 review. Feedback obtained from this process will then be provided to Elected Members to assist in their deliberations in determining an initial proposal.

Staff will provide a further update on planned informal engagement at the April briefing, but initial thinking is to seek views on the question topics below. Note that some contextual information will be provided with the questions:

- Ward system: Current ward system be retained, or an 'at large' or a mixed system
- Representation: Whether or not the current ward system (with 4 councillors in the west and 4 councillors in the east) provides balanced representation for the district's different communities of interest
- Ward names: Keep or change
- Elected members: Existing number or a different number
- Community boards: Establish them or not.

### Considerations

To undertake a representation review, Council must consider the following:

- what are the district's communities of interest?
- whether general councillors, other than the mayor, are elected by all electors of the district whose names are on the general electoral roll either:
  - as a whole (at large) or
  - from two or more wards or
  - from a mix of electors of the district (at large) and by electors of wards?
- the impact of the Māori ward (one councillor to be elected by all electors of the district whose names are on the Māori electoral roll)
- the proposed number of councillors to be elected in each category (at large/ward/mixture - if applicable)
- the proposed name and boundaries for each ward
- whether there should be community boards, and if so, the nature of a community and structure of a community board?
- the number of members of a community board (including the number elected and appointed)
- whether members of a community board are to be elected by electors of a community as a whole, or by electors of two or more subdivisions?
- the names, boundaries and number of members of each subdivision of a community (if adopted).

### Current arrangements

The current ward structure does not comply with the +/- 10% fair representation criteria (Dargaville and Kaiwaka-Mangawhai Wards are non-compliant). This means that the new proposal will be different than the existing model.

Ward	Pop	Cnrs	Average	Fits Rule	% Variation
Dargaville	4,960	2	2,480	No	-21.18%
Kaiwaka-Mangawhai	8,680	2	4,340	No	37.94%
Otamatea	5,760	2	2,880	Yes	-8.46%
West Coast-Central	5,770	2	2,885	Yes	-8.30%

	25,170	8	3,146	Min 2,831	Max 3,460
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Population estimates 30 June 2020

## Possible options

The population figures that must be used for the 2021 review are Māori and general electoral populations, estimated at 30 June 2020 (based on the 2018 Census). These are 3,680 and 21,500 respectively making a total population estimate of 25,180.

In looking at various possible options, we have tried to use current ward boundaries grouped together, noting that the STV electoral system works better with larger, multi-member wards (or 'at large').

Nine options have been explored initially with five of these complying with the +/- 10% rule. A summary of the options has been provided below. For more detailed information, refer to **Attachment A**.

Assuming a Māori ward for all options, the five **compliant options** (with or without community boards) are:

**Option 1:** 2 general wards (east/west), 1 Māori ward, 9 members (8 general, 1 Māori)

**Option 2:** 2 general wards (east/west), 1 Māori ward, 8 members (7 general, 1 Māori)

**Option 3:** 2 wards (Māori/general at large), 8 members (7 general, 1 Māori)

**Option 4:** Mix - 2 wards (east/west), 1 Māori ward, 8 members (5 general, 1 Māori, 2 at large)

**Option 5:** Mix - 2 wards (east/west), 1 Māori ward, 8 members (5 general, 1 Māori, 2 at large)

The four **non-compliant** options (with or without community boards) are:

**Option 6:** 4 general wards (current), 1 Māori ward, 8 members (7 general, 1 Māori)

**Option 7:** 4 general wards (current), 1 Māori ward, 9 members (8 general, 1 Māori)

**Option 8:** 2 general wards (east/west), 1 Māori ward, 9 members (8 general, 1 Māori)

**Option 9:** Mix - 4 general wards (current), 1 Māori ward, 8 members (5 general, 1 Māori, 2 at large)

## Upcoming timetable

There is a prescribed timetable and process Council is required to follow when undertaking a representation arrangement review (refer to **Attachment B** for Proposed KDC Representation Review timeline). Upcoming key indicative dates, with last legal dates, are:

- **7 April:** Briefing 3 – Development of scenarios and overview of pre-consultation engagement
  - Outcome: consensus over pre-consultation engagement material
- Mid-late April: informal pre-consultation with community
- **5 May:** Briefing 4 - consider community feedback from informal consultation
  - Outcome: what is the community saying?
- **6 June:** Briefing 5 – consider final options
  - Outcome: from feedback, identify viable options
- **7 July:** Briefing 6 – initial proposal deliberations
  - Outcome: identify initial proposal for formal resolution

- **25 August:** Council meeting - initial proposal resolution (last legal date 31 August)
- **27 August:** initial proposal public notice (last legal date 8 September)
- **27 August – 27 September:** submission period (last legal date 8 October)
- **Early October:** hearings and final proposal deliberations
- **27 October:** Council meeting - final proposal resolution
- **29 October:** Final proposal and public notice (last legal date 19 November)

The above dates are flexible, and can be brought forward if required, but these need to be considered with other council activities/dates, such as the LTP.

### Next steps/E whaiake nei

As mentioned above, monthly briefings will Elected Members are scheduled between April and July 2021 to 'explore' the various representation review options and to further develop scenarios. This will also include feedback received from the informal public consultation in mid-late April. This feedback will be used to help formulate an initial proposal.

### Attachments/Ngā tapiritanga

	Title
A	Information on compliant and non-compliant options
B	Proposed Kaipara District Council 2021 Representation Review Timeline

## Information on compliant and non-complaint Kaipara District Representation Review options

### Options that comply with +/- 10% rule

**OPTION 1 (2 general wards [east/west], 1 Māori ward, 9 members [8 general members, 1 Māori member])** with/without two community boards [Dargaville, Mangawhai]

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville/WC-Central/Otamatea	13540	5	2708			0.76	Yes
Kaiwaka-Mangawhai	7960	3	2653			-1.27	Yes
	21500	8	2688	2419	2956		
Māori ward	3680	1	3680				
	25180	9					

**OPTION 2 (2 general wards [east/west], 1 Māori ward, 8 members [7 general members, 1 Māori member])** with/without two community boards [Dargaville, Mangawhai]

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville/WC-Central	8580	3	2860			-6.88	Yes
Kaiwaka-Mangawhai/Otamatea	12920	4	3230			5.16	Yes
	21500	7	3071	2764	3379		
Māori ward	3680	1	3680				
	25180	8					

**OPTION 3 (2 wards [Māori/general both at large], 8 members [7 general, 1 Māori])**  
with/without two community boards [Dargaville, Mangawhai]

<i>Wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
General ward at large	21500	7	3071				N/A
Māori ward at large	3680	1	3680				N/A
	25180	8					

**OPTION 4 (Mix - 2 general wards [east/west], 1 Māori ward, 8 members [5 general members, 1 Māori member, 2 members at large])** with/without two community boards [Dargaville, Mangawhai]

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville/WC-Central	8580	2	4290			-0.23	Yes
Kaiwaka-Mangawhai/Otamatea	12920	3	4307			0.16	Yes
	21500	5	4300	3870	4730		
Māori ward	3680	1	3680				
	25180	6					
At large	25180	2	12590				

8

**OPTION 5 (Mix - 2 general wards [east/west], 1 Māori ward, 8 members [5 general members, 1 Māori member, 2 members at large]) with/without two community boards [Dargaville, Mangawhai]**

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville/WC-Central/Otamatea	13540	3	4513			4.96	Yes
Kaiwaka-Mangawhai	7960	2	3980			-7.44	Yes
	21500	5	4300	3870	4730		
Māori ward	3680	1	3680				
	25180	6					
At large	25180	2	12590				

8



## Options that do not comply with +/- 10% rule

**OPTION 6 (4 current general wards, 1 Māori ward, 8 members [7 general members, 1 Māori member]) with/without two community boards [Dargaville, Mangawhai]**

<i>Current wards (general)</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville	3790	1	3790			23.40	No
Kaiwaka-Mangawhai	7960	2	3980			29.58	No
Otamatea	4960	2	2480			-19.26	No
West Coast-Central	4790	2	2395			-22.02	No
	21500	7	3071	2764	3379		
Māori ward	3680	1	3680				
	25180	8					

**OPTION 7 (4 current general wards, 1 Māori ward, 9 members [8 general members, 1 Māori member]) with/without two community boards [Dargaville, Mangawhai]**

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville	3790	2	1895			-29.49	No
Kaiwaka-Mangawhai	7960	2	3980			48.09	No
Otamatea	4960	2	2480			-7.72	Yes
West Coast-Central	4790	2	2395			-10.88	No
	21500	8	2688	2419	2956		
Māori ward	3680	1	3680				
	25180	9					

**OPTION 8 (2 general wards [east/west], 1 Māori ward, 9 members [8 general members, 1 Māori member]) with/without two community boards [Dargaville, Mangawhai]**

<i>Current wards</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville/WC-Central	8580	4	2145			-20.19	No
Kaiwaka-Mangawhai/Otamatea	12920	4	3230			20.19	No
	21500	8	2688	2419	2956		
Māori ward	3680	1	3680				
	25180	9					

**OPTION 9 (Mix - 4 current general wards, 1 Māori ward, 8 members [5 general members, 1 Māori member, 2 members at large) with or without community boards [Dargaville, Mangawhai]**

<i>Current wards (general)</i>	<i>Pop 2020</i>	<i>Members</i>	<i>Ratio</i>	<i>Min</i>	<i>Max</i>	<i>Variance</i>	<i>Comply</i>
Dargaville	3790	1	3790			-11.86	No
Kaiwaka-Mangawhai	7960	2	3980			-7.44	Yes
Otamatea	4960	1	4960			15.35	No
West Coast-Central	4790	1	4790			11.40	No
	21500	5	4300	3870	4730		
Māori ward	3680	1	3680				
	25180	6					
At large	25180	2	12590				
		8					

## 2021 Representation Review - Timeline

1	2 December 2020	Council Briefing #1 Representation review overview
2	3 March 2021	Council Briefing #2 Discussion around representation options and variations
3	7 April 2021	Council Briefing #3 Development of scenarios and overview of informal community consultation process
4	Mid-late April 2021	Informal community consultation
5	5 May 2021	Council Briefing #4 Consider community feedback
6	2 June 2021	Council Briefing #5 Consider final options
7	7 July 2021	Council Briefing #6 Initial proposal deliberations
8	<b>25 August 2021</b> (Last legal date 31 August 2021)	<b>Council Meeting</b> <b>Initial proposal Resolution</b>
9	<b>27 August 2021</b> (Last legal date 31 August 2021)	<b>Public notice</b> Initial proposal
10	<b>27 August – 27 September 2021</b> (Last legal date 8 October 2021)	<b>Submission period</b>
11	<b>Early October</b>	<b>Hearings and</b> <b>Deliberations on Final proposal</b>
12	<b>27 October 2021</b>	<b>Council Meeting</b> <b>Final Proposal Resolution</b>
13	<b>29 October 2021</b> (Last legal date 19 November 2021)	<b>Public notice</b> Final proposal
14	<b>29 October to 29 November 2021</b> (Last legal date 20 December 2021)	<b>Appeal/objection period</b>
15	<b>14 January 2022</b> (Last legal date 15 January 2022)	Forward material to LGC if required



## District Plan review – March 2021 Update

**Meeting:** Council Briefing  
**Date of meeting:** 03 March 2021  
**Reporting officer:** Michael Day, Strategy, Policy and Governance Manager

### Purpose/Ngā whāinga

To provide an update on the District Plan review work programme, with a specific focus on the upcoming process involved with developing ‘discussion documents’, which will be the first opportunity for the community to be introduced to key issues and themes that will shape the content of the new district plan.

### Context/Horopaki

The District Plan review is a significant, multi-year project, which is an opportunity to reconsider all matters contained within the Operative (2013) District Plan and to ‘test’ whether existing plan provisions are still fit for purpose and remain the most appropriate for our district. This review programme is an opportunity to ensure that the new district plan enables economic and residential growth, whilst protecting the things that make Kaipara unique and special.

At the December 2020 council briefing, staff set out the key milestones in the District Plan review journey (see **Attachment C** for key milestone update). The first step in this journey is the production (and subsequent community engagement on) of discussion documents. The intention is to engage with the community regarding the discussion documents after July 2021.

### Discussion/Ngā kōrerorero

Our intention is that the (discussion documents) topics will largely follow the layout of the recently enacted (November 2019) ‘District Plan Structure’ from the National Planning Standards. This prescribes the required layout, format and structure of our next district plan, noting that it is different from the Operative District Plan. This structure is set out at **Attachment A**. The key benefit of this approach is that it provides an opportunity to (informally) introduce this new structure to the community at an early stage of the plan development process.

### Briefing schedule

As there will be a lot of material to traverse during the next few months as our discussion documents take shape, staff plan to divide the topics into monthly, bite-sized ‘chunks’. The suggested schedule is as follows:

- April briefing
  - Strategic direction
  - Zones (e.g. residential, rural)
  - Subdivision
- May briefing
  - General district-wide matters (e.g noise)
  - Energy, infrastructure and transport
  - Hazards and risks
- June briefing
  - Natural environment values (e.g ecosystems and indigenous biodiversity)
  - Historical and cultural values (e.g historic heritage)

- Tangata whenua values
- July briefing
  - Complete final draft of discussion documents for review.

Staff have developed a draft discussion document template (see **Attachment B**) and the intention is that each topic/chapter will be presented to Elected Members for feedback at the relevant briefing. Staff also propose to provide Elected Members with a further two weeks (following each briefing) to provide feedback. This feedback will be used to inform the final discussion documents.

### **District Plan review strapline**

A number of councils throughout the country, as part of the process of reviewing operative district plans and preparing new ones, have chosen to 'brand' their district plan review/new district plan development process. The intention being to raise awareness of the district plan review process and to facilitate greater community interaction and involvement in the plan development process. Staff believe that our district plan review would benefit from a strapline. Two examples from other councils are set out below:



Staff from the Policy team have come up with several suggested straplines, which will be shared with Elected Members at the briefing. It is hoped to come away with consensus on the preferred strapline, which will then be used as part of the District Plan review process going forward.

### **Resource management system reform**

On 10 February 2021, the Government announced that the resource management system will be reformed this parliamentary term. This involves repealing the Resource Management Act and enacting three new pieces of legislation:

- A Natural and Built Environments Act (NBA)
- A Strategic Planning Act, and
- A Climate Change Adaptation Act.

Cabinet has agreed to use a special process for the NBA by developing an exposure draft by May 2021 for consideration by a select committee inquiry. A bill is intended to be formally introduced into Parliament in late 2021 and passed by late 2022.

Once the new laws have passed through Parliament, there will be a transition to the new system. This process is likely to take a number of years and will include transitional provisions to ensure that the RMA as a whole remains in effect until future plans (developed under new legislation are promulgated).

At this stage, staff intend to continue with business-as-usual regarding the district plan review programme, primarily because of the current uncertainty with regards to specific details of the reform package and that it will be a number of years until we 'transition' to the new system.

## Next steps/E whaiake nei

District Planning staff will have regular (monthly) briefing sessions with Elected Members between April 2021 and July 2021 as we ‘workshop’ our way through the discussion document material. Community engagement on discussion documents is likely to commence in August 2021.

Staff also intend to have further briefings/workshops with Elected Members as we learn more about the resource management system reform package. As local authorities will undoubtedly be a key stakeholder in the reform process, staff understand that the Ministry for the Environment will be setting up specific channels/forums for local government to specifically raise our collective voices.

## Attachments/Ngā tapiritanga

A	National Planning Standards – District Plan Structure
B	Draft Discussion Document template
C	District Plan review key milestone update





**Table 4: District plan structure**

PART 1 – INTRODUCTION AND GENERAL PROVISIONS	
<b>INTRODUCTION</b>	
<b>Chapters:</b>	Foreword or mihi
	Contents
	Purpose
	Description of the district
<b>HOW THE PLAN WORKS</b>	
<b>Chapters:</b>	Statutory context
	General approach
	Cross boundary matters
	<b>Relationships between spatial layers</b>
<b>INTERPRETATION</b>	
<b>Chapters:</b>	<b>Definitions</b>
	<b>Abbreviations</b>
	Glossary
<b>NATIONAL DIRECTION INSTRUMENTS</b>	
<b>Chapters:</b>	<b>National policy statements and New Zealand Coastal Policy Statement</b>
	<b>National environmental standards</b>
	<b>Regulations</b>
	Water conservation orders
<b>TANGATA WHENUA/MANA WHENUA</b>	
<b>Chapter:</b>	[Tangata whenua/mana whenua]
PART 2 – DISTRICT-WIDE MATTERS	
<b>STRATEGIC DIRECTION</b>	
<b>Chapters:</b>	[Insert name of strategic direction matter]
	<b>Urban form and development</b>
<b>ENERGY, INFRASTRUCTURE, AND TRANSPORT</b>	
<b>Chapters:</b>	[Insert name of chapter]
<b>HAZARDS AND RISKS</b>	
<b>Chapters:</b>	Contaminated land
	Natural hazards
<b>HISTORICAL AND CULTURAL VALUES</b>	
<b>Chapters:</b>	Historical heritage
	Notable trees
	Sites and areas of significance to Māori
<b>NATURAL ENVIRONMENT VALUES</b>	
<b>Chapters:</b>	Ecosystems and indigenous biodiversity

	Natural character
	Natural features and landscapes
	Public access
<b>SUBDIVISION</b>	
<b>Chapters:</b>	<b>[Insert name of chapter]</b>
<b>GENERAL DISTRICT-WIDE MATTERS</b>	
<b>Chapters:</b>	Activities on the surface of water
	Coastal environment
	Earthworks
	Light
	Noise
	Signs
	Temporary activities

## PART 3 – AREA-SPECIFIC MATTERS

### ZONES

<b>Chapters:</b>	<b>Sections:</b>
Residential zones	Large lot residential zone
	Low density residential zone
	General residential zone
	Medium density residential zone
	High density residential zone
Rural zones	General rural zone
	Rural production zone
	Rural lifestyle zone
	Settlement zone
Commercial and mixed use zones	Neighbourhood centre zone
	Local centre zone
	Commercial zone
	Large format retail zone
	Mixed use zone
	Town centre zone
	Metropolitan centre zone
Industrial zones	City centre zone
	Light industrial zone
	General industrial zone
Open space and recreation zones	Heavy industrial zone
	Natural open space zone
	Open space zone

	Sport and active recreation zone
Special purpose zones	Airport zone
	Corrections zone
	Future urban zone
	Hospital zone
	Māori purpose zone
	Port zone
	Stadium zone
	Tertiary education zone
	[Additional Special Purpose] zone
<b>PRECINCTS (MULTI-ZONE)</b>	
<b>Chapters:</b>	[Insert name of multi-zone precinct] precinct
<b>DEVELOPMENT AREAS</b>	
<b>Chapters:</b>	[Insert name of development area] development area
<b>DESIGNATIONS</b>	
<b>Chapter:</b>	<b>[Insert name of requiring authority]</b>
<b>PART 4 – [APPENDICES AND MAPS]</b>	
<b>Chapters:</b>	Appendices
	Maps



**Draft**

## **Discussion Document Template**

**[Insert Topic Name here]**

### **Background**

Quick introduction/scene setter about why this topic is important – in both the National and Kaipara District context

This will differ depending on the topic (e.g. the indigenous biodiversity topic may mention Kaipara's exceptional and unique biodiversity whereas the natural hazard topic might take about the need to reduce the risk of harm from natural hazard events and not locate new dwellings in hazard prone areas)

How does this topic fit into the National Planning Standards?

Chapter/Provisions etc

What is the relevant legislation relevant to this topic and higher order directives (i.e. RMA, LGA, NPS, NES, RPS, Regional Plan)

- Resource Management Act 1991 sections
- Local Government Act 1974 and 2002 sections
- National Policy Statements (i.e. Coastal Policy Statement)
- Regional Policy Statement
- Regional Plan

Do our iwi environmental plans address this topic? Is this a topic of significant interest to iwi?

If yes, which sections apply from each environmental plan?

Is this topic an RMA section 6, 7 or 8 matter? If yes state which ones apply

What (if any) are the relevant provisions from the Operative District Plan?

Chapter...  
Objectives...  
Policies...  
Rules...

## Key Issues

What are the key issues with the Operative District Plan provisions or new issues which have emerged since the operative provisions were drafted?

Describe what the current issues are (i.e. is it a resource consenting issue or a new issue as a result of policy changes)?

Does the Regional Policy Statement direct us to do something that the current district plan does not manage?

Comparison of provisions with other District Council's, particularly adjacent Territorial Authorities (s74(2)(c)). Are our ODP provisions out of date?

[Do not need to include all details, just an overview of examples from other Council's looking closely at neighbouring Councils]

What needs to change in the Proposed District Plan (if anything does need to)?

## Moving Forward

Does this topic require technical expertise or further work to be undertaken in order to assist with plan development and the s32 evaluation (i.e. experts in acoustic, economic, ecological, heritage, rural production)? If yes, do we know what the potential costs are?

What are the key public messages in respect to the key issues and Council's way forward in the District Plan review (summarise into bullet points)?

[This is likely the majority of information that we will take out to the public for engagement and feedback]

- Think about what interested/potentially affected landowners will want to know – what does it mean for them?
- Make sure you have enough info for it to be meaningful but not too much that it goes over their heads

## Key milestones in the District Plan review work programme – March 2021

Task Name	Start	Finish	Notes
Drafting discussion documents	February 2021	July 2021	Monthly workshops with EM's between March and July 21
Finalisation of discussion document material	July 2021	July 2021	
Release discussion documents for public feedback	August 2021	August 2021	1-month feedback period planned. Consultation and engagement plan formulated in due course
Drafting provisions for 'draft' District Plan	September 2021	Late 2022	
Release of 'draft' District Plan	1-2 month feedback period	See notes	Elected members will need to decide whether they want staff to release draft DP material prior to LG elections (October 2022). If not then realistically it will probably be early 2023.
Refining provisions		See notes	This will probably be a circa 6-month process.
Consultation of 'draft notified' District Plan with Iwi Authorities		Hopefully start/finish mid-2023. The exact timing will depend on earlier decision relating to when the draft will be released.	This is a mandatory process that we are required to undertake before full public notification of the proposed plan. Consultation must 'allow adequate time and opportunity for the iwi authorities to consider the draft and provide advice on it' – probably needs to be at least 1 month.
Refine provisions and prepare for notification		See notes	Will likely need to allow a few months for this process
Notification of 'Proposed' District Plan		Estimated late 2023	Start of statutory plan development process (e.g. submissions/hearings). Some rules will have immediate legal effect.





# **Addressing growth pressure across the Kaipara District ahead of the District Plan review process**

**Meeting:** Council Briefing  
**Date of meeting:** 3 March 2021  
**Reporting officer:** Katherine Overwater, Senior Resource Management Planner

## **Purpose/Ngā whāinga**

To provide an overview of the options for Council to consider in respect to managing some of the District's immediate growth pressures prior to the upcoming District Plan review process.

## **Context/Horopaki**

For some time now, the Kaipara District has been facing considerable growth pressures. Currently there are developers who wish land to be rezoned for either residential, industrial or commercial purposes. Some of these developers are looking to Council to rezone the areas of land, most of which has now been identified (as future residential or commercial for example) in Council's recently adopted spatial plans.

Timing of any land to be rezoned is critical for two key reasons. Firstly, the Kaipara District Council has recently embarked on a comprehensive review of the District Plan, which will respond to the growth pressures and ensure that land across the District is rezoned in accordance with the Ministry for the Environment National Planning Standards. Secondly, the provision of future infrastructure must coincide with the timing of land to be zoned, to ensure services can be provided for development once the land is rezoned.

While funding for several infrastructure projects has been signalled in the upcoming Long Term Plan, Council must ensure that any areas selected for rezoning, whether prior to the District Plan review or as part of the review, can be adequately serviced - particularly areas identified in the Spatial Plans.

Where services cannot be provided in the 10 year lifetime of the Proposed District Plan, Council should consider these areas to be zoned "future zones", which may need to be subject to future structure plans and plan changes, which would rezone these areas as the infrastructure becomes available.

## **Discussion/Ngā kōrerorero**

The issue for Council's consideration in this report is whether some "spot re-zoning" should occur prior to the new District Plan being notified and if so, whether Council should:

- a) initiate its own plan change(s);
- b) private plan changes from individual developers;
- c) promote a 'hybrid' option, which is a combination of a Council initiated plan change and a private plan change; or
- d) do nothing (status quo).

The following discussion provides a "highlights package" of information taken from the overview and evaluation of options paper (see Attachment 1). This is set out in the same order as the options analysis in Attachment 1.

### **Do Nothing Option (Option 1)**

The "do nothing" option simply retains the status quo, which sees the KDC resource consents team considering large/complex applications as (generally) Non-Complying activities as they tend to be outside of the development pattern envisaged by the Operative District Plan. While

this option can provide an interim holding pattern until the District Plan review picks up the zoning and provisions with it, there is a risk in the meantime to the strength and integrity of the Operative District Plan, specifically where key objectives and policies are not being met. It is not the preferred option recommended by staff, but it must be acknowledged that this approach may continue to occur, especially if developers prefer the consenting pathway over a private plan change request.

### **Private Plan Changes (Option 2)**

A private plan change can only be made to the Operative District Plan. However a developer may request to either undertake a straight-forward rezone of specific areas of land or propose a more comprehensive suite of provisions including objectives, policies and rules, which often become precincts when incorporated in the District Plan (i.e. Private Plan Change 78).

In terms of costs and benefits, the key difference between a private plan change and a Council initiated plan change is that a private plan change is wholly funded by the developer and not Council (and by default the wider community). As resourcing will be required to manage private plan changes, Council can engage external consultants to manage the process, which would be at the developer's cost. This would enable Council staff to focus on the upcoming District Plan review.

As set out in Attachment 1, there are a number of criteria which Council should consider when it receives a private plan change or when a decision to adopt the private plan change as a Council plan change is made. As noted, several of these criteria would apply to the current growth areas in the Kaipara District in which case, Council can make a decision at the time a private plan change is requested from developers.

It is the staff advice that this be the preferred approach for managing immediate development opportunities and that any private plan change can be assessed against the outlined criteria prior to being "accepted" by Council for processing. The key reasons for this approach are:

- a) Any costs to Council (and the wider community) would be minimal, given that developers would fund the private plan change process;
- b) Reduced risk of public perception that Council is 'favouring' certain private developers;
- c) Timing may or may not coincide with the District Plan review, depending on the extent of the private plan change (i.e. straight re-zoning vs amendments to objectives, policies and rules); and
- d) Individual private plan changes could be managed by external consultants therefore ensuring Council staff are available for resourcing the District Plan review and any subsequent RMA reform work.

### **Council initiated Plan Change (Option 3)**

Council can undertake its own plan change to rezone ad hoc key growth areas. In terms of the costs and benefits, the key considerations are that a plan change initiated by Council would be wholly Council funded. Prior to commencing the plan change, Council would need to investigate what technical evidence/expertise is required in order to support the requirements of a section 32 evaluation to ensure the rezoning of ad hoc growth areas is appropriate and can be supported in terms of s32 of the Resource Management Act 1991. For example, this evidence may include: geotechnical (including natural hazard management), infrastructure/transport, and economic analysis.

Staff resources and time must also be a key consideration, given staff resources for the District Plan review are already minimal and a plan change may need to be contracted out to consultant planners, therefore incurring additional cost for resourcing. It is also noted that the average cost of a 'simple' plan change is approximately \$80,000, exclusive of legal costs and appeals – more complex plan changes involving detailed technical evidence cost hundreds of thousands of dollars.

There is also a risk to Council of public perception that certain landowners would benefit from the rezoning. This needs to be carefully considered in light of the District Plan review process,

which will provide for additional rezoning, albeit it may take several years for the zoning to become operative.

As discussed in Attachment 1, if undertaking a Council initiated plan change is Council's preferred option, it is recommended that the most efficient pathway would be to identify the key growth areas, which Council know can be serviced by infrastructure and to undertake a straight-forward rezoning of the land. This would mean that the provisions relating to these respective zones would remain as they are currently in the Operative District Plan – for example, land would be re-zoned from rural to residential but there would be no amendments to policies, rules etc.

### **Hybrid Option (Option 4)**

The hybrid option combines both the Council initiated plan change and private plan change options together and provides a cost sharing opportunity between Council and the developers seeking rezoning.

While this option is potentially another feasible option, there is no certainty in respect to getting private developers to agree to undertake an integrated plan change of key growth areas in conjunction with Council and the extent of the plan change. Further, agreement would need to be in respect to costs from developers, which could be challenging depending on the scope of rezoning both parties are seeking.

Staff's current thinking is that Council would only seek a straight-forward rezoning of key growth areas to "liven" more zoning for future development and to leave any amendments to the zone provisions to be undertaken through the District Plan review process. It is also important to ensure that infrastructure would be available to service the growth areas identified in the plan change.

As highlighted above, staff advice is that developers use the private plan change process option, which could enable rezoning to occur ahead of the District Plan review process. If applications were received within the next 6 – 12 months, the plan change process could be finalised and any appeals potentially resolved prior to the scheduled notification of the Proposed District Plan (planned for 2023).

From a time, cost and public perception perspective, the private plan change option provides the least risk to Council and ensures that resources can be managed to remain focused on the District Plan review process, which in time will provide a much more comprehensive package of rezoning for the District and will also be influenced by public participation, consultation and submissions.

### **Next steps/E whaiake nei**

Staff would like to seek direction from Council as to how they should respond to enquiries currently being received for rezoning and what Council's preference is in respect to the four options outlined in Attachment 1.

If Council would like to further consider a Council initiated plan change (option 2), the next step would be to select key growth areas for rezoning and undertake further work to consider what technical expertise may be required to determine whether the areas for rezoning are suitable from a geo-technical perspective and whether there is capacity for future infrastructure. Staff would then report back to Elected Members with the results of this analysis.

If Council would like to further consider the hybrid option (option 4), key growth areas would need to be selected for rezoning and staff would need to meet with private developers to determine whether they would support a hybrid approach or if their preference is to request a private plan change or apply for a resource consent.

### **Attachments/Ngā tapiritanga**

	Title
A	Options for rezoning to cater for ad hoc growth prior to the District Plan Review



## ATTACHMENT 1

### Overview of options for Council to consider for ad hoc rezone requests prior to the District Plan review

Options for Council to Consider	Benefits	Costs	Staff Recommendations
<b>Option 1</b> – Do Nothing (status quo)	<ul style="list-style-type: none"> <li>This option would incur no cost to Council.</li> <li>Land would be rezoned as part of the comprehensive District Plan process if identified in the adopted spatial plans.</li> </ul>	<ul style="list-style-type: none"> <li>Development may become hindered by current zoning and does not provide for further growth to occur.</li> <li>The resource consent pathway is likely to be used to “fast track development” meaning that applications for industrial activities in current zoning would apply pursuant to S104D of the Resource Management Act 1991 therefore testing existing the existing Operative District Plan objectives and policies.</li> <li>This option could result in ad-hoc development not supported by appropriate zoning therefore undermining the strength and integrity of the Operative District Plan.</li> </ul>	<p><b>Not the preferred option</b></p> <p>Council would need to investigate consenting issues and whether Council would grant resource consent for activities within current zoning as Non-Complying Activities. This may be an “interim” option until the District Plan review picks up on the zoning through its process.</p>
<b>Option 2</b> – Developers apply for private plan changes with KDC to rezone land under the Operative District Plan for various areas	<ul style="list-style-type: none"> <li>A Private Plan Change process is completely at the developers cost meaning no ratepayer funds would be used for this process.</li> </ul>	<ul style="list-style-type: none"> <li>Individual developers may consider that Council needs to undertake zone changes to accommodate growth in a more comprehensive way.</li> </ul>	<p><b>The preferred option</b></p> <p>Places the onus on developers to pursue a zone request at their cost and reduces the risk of any public</p>

	<ul style="list-style-type: none"> <li>• If the Private Plan Change is accepted by Council, land proposed for rezoning would be rezoned to meet current demands.</li> <li>• No risk of public perception that Council are favouring developers or “cherry picking” areas for rezoning, which will benefit specific landowners.</li> </ul>	<ul style="list-style-type: none"> <li>• Potential for multiple Private Plan Change’s to be applied for by different developers, all at different times.</li> <li>• There is a risk that the private plan change process may not align with the District Plan process (i.e. is not completed prior to a draft plan being prepared in 2022) or decided prior to the Proposed District Plan timeframes if appealed to the Environment Court).</li> <li>• The outcomes of the Private Plan Change could also be relitigated through the District Plan review process.</li> <li>• Will require staff resourcing as various plan changes may have to be administered at the same time.</li> </ul>	<p>perception that Council are favouring specific landowners</p> <p>There is the risk for developers that timeframes may not align with the District Plan review.</p> <p>If the developer wants different provisions than the operative District Plan we might land with several “Precinct Plans” which may be contrary to the Overall DP i.e. lot sizes.</p>
<p><b>Option 3</b> – Council initiates a plan change for rezoning ad hoc growth areas</p>	<ul style="list-style-type: none"> <li>• Council provides for additional growth prior to the District Plan review.</li> <li>• Rezoning of these “high growth areas” could occur in one integrated plan change.</li> <li>• Timing may mean that the plan change can be finalised</li> </ul>	<ul style="list-style-type: none"> <li>• Cost would lie with Council, not the developers.</li> <li>• Risk of public perception that Council are favouring specific landowners/developers.</li> <li>• Need to be clear about the information that would be required to undertake the</li> </ul>	<p><b>Not necessarily the preferred option</b></p> <p>Council would need to investigate what costs need to be undertaken in respect to supporting evidence for s32 evaluation report (i.e. geo-tech, economic, provision for infrastructure etc) before agreeing to this option. Average cost per ‘simple’ plan change will conservatively be</p>

	before the Proposed District Plan is notified.	<p>plan change and what the potential costs are bearing in mind the average cost per plan change (excluding legal costs and appeals) is about \$80K.</p> <ul style="list-style-type: none"> <li>• Timing is critical for the plan changes to ensure they align with the District Plan review.</li> <li>• Additional resources may be required to manage the additional plan change, while also managing the District Plan review.</li> </ul>	about \$80K, exclusive of legal costs and appeals.
<b>Option 4</b> – Hybrid of options 2 and 3. Council can “adopt” a private plan change request as one of its own.	<ul style="list-style-type: none"> <li>• Council can get agreement from the developer for the Private Plan Change to be funded or co-funded.</li> <li>• Avoids multiple Private Plan Change’s from being requested on different timeframe pathways.</li> </ul>	<ul style="list-style-type: none"> <li>• Some costs will still be incurred by Council.</li> <li>• Risk of public perception that Council is favouring specific landowners/developers.</li> <li>• If an individual developer wants more than Council are willing to rezone, or if it falls outside of the spatial plan areas, this could be an issue and stalemate the process.</li> </ul>	<p><b>Not the preferred option.</b></p> <p>This could be a good option if costs can be agreed with the developers and provided the developers do not wish to zone more land than Council is willing to rezone in accordance with the spatial plans.</p> <p>Having one single Plan Change zoning multiple areas would be ideal and could be of benefit to Council, however it may be difficult to get developers on board and work out a division of costs if there are multiple developers involved</p>

## Evaluation of options

### Option 1 – Do Nothing (status quo)

Option 1 presents the status quo option, which would mean that Council does nothing at this present time in respect to either Council initiated Plan changes or accepting Private Plan changes initiated by developers. As summarised, the costs and benefits of this option are finely balanced by whether Council is focused on reducing costs to the ratepayers and putting resource into the District Plan review, which is likely to deliver the same results, albeit some time from now.

The consequences of the “do nothing” approach is that subdivision and landuse development may continue to occur in an ad hoc way across the District irrespective of the current zoning. This happens via the resource consent process and can test the strength and integrity of the current Operative District Plan objective and policy framework where the proposal fails the rule framework for the zone and requires a more robust assessment. At present there are a number of non-complying activity resource consents for development out of zone, particularly in Mangawhai, which means the consent planners are often using S104D of the Resource Management Act 1991 to process applications. S104D is the most stringent consenting pathway under the Act and often the most costly for applicants and requires a two-step “gateway test” which assesses the proposal against both effects (s104D(1)(a)) and the relevant objective and policy frameworks (s104D(1)(b)). While the consent planners are using Council’s spatial plans to provide some guidance as to where future zoning is earmarked to occur in certain areas across the District, there are often issues with developments meeting Council’s objective and policy framework. Appeals may be lodged against these consents on the basis that it is contrary to the Objectives and Policies and against the integrity of the District Plan. However, the risk to Council is that the Environment Court may overturn Council’s decision to decline a consent and ad hoc development may result in locations where Council did not plan or anticipate growth to occur.

### Option 2 – Council accepts requests for private plan changes from individual developers



A Private Plan Change request can only be lodged on an Operative District Plan, and when submitted, a local authority administers the plan change in terms of Part 2 of the First Schedule of the RMA. Option 2 provides for individual developers to lodge a private plan change to the operative District Plan (existing plan). A developer may opt to only request a straight-forward rezone of land or a more comprehensive suite of provisions (objectives, policies and rules). As outlined above, the most significant benefit of private plan changes is that it is funded by the developer and not by Council. Additionally, if the developer wishes to extend the proposed area for rezoning beyond the areas identified in the spatial plans, the zoning would be at the discretion of the decision makers and is not reflective of a Council position. These would likely become Precinct Plans in the District Plan review unless they conform with the new provisions of the Proposed District Plan and can be easily integrated.

The risk of private plan changes is that Council could be in a position of processing a number of private plan changes at the same time, depending on the timing of them and how motivated developers are to proceed. This needs to be considered in respect to resourcing for the District Plan review. Further, the timing of decisions is an important consideration in respect to the notification of the Proposed District Plan. Ideally, having all private plan changes decided and any appeals settled before the Proposed District Plan is notified is the best outcome, bearing in mind that changes can only be made to the operative District Plan zones and provisions. Therefore these changes are subject to submissions and re-litigation through the Proposed District Plan process if the plan change is decided before the Proposed Plan is deemed operative. If the developer wants different provisions i.e. lot sizes than is provided for in the Operative District Plan then various "Precincts Plan" may be the result

There are circumstances under which Council might justify Council to 'take over' a privately initiated Variation or 'adopt' a private plan change request, or initiate a plan change itself. These criteria may include, but is not limited to:

1. The proposed plan change will have a significant benefit to the public at large e.g. provision of commercial land for economic development.
2. The proposed plan change will assist in resolving an appeal.
3. The proposed plan change will resolve a demonstrable problem where no other remedy or opportunity is available (for example where there are a number of private plan change applications from adjacent lands). Council might take the opportunity to integrate development where public infrastructure will be required, not only for the land involved, but for the general area in the future.

4. The proposed plan change will resolve conflict between Policy and Environmental Standards.
5. The proposed plan change will address an omission or error in the current District Plan which cannot be remediated through Clause 20A of the First Schedule to the RMA;
6. The proposed plan change will give effect to Strategic Council Policy documents such as Growth Strategies and Structure Plans.
7. The proposed plan change will incorporate the urban design principles of transition, infill, contiguous development, and choice.
8. The proposed plan change should only be considered when a certain percentage (say 60%) of land in a particular land use zone is taken up and developed. At any one time there must be equilibrium between land supply and demand of all land use zones including some oversupply to cater for market fluctuations.
9. The proposed plan change will take into consideration the population projection of the area and the rate of growth or anticipated growth with a ten-year lead in for the provision of services and the LTP time frame.
10. The proposed plan change will address any other relevant matter considered of strategic importance by the Council.

Several of the above criteria could be applied to the current areas suggested for rezoning, in particular criteria numbers 1, 3, 6, 8 and 9.

Council charges for the administration of applications for plan changes and for variations where the developer clearly would receive the advantage if the Plan Change or Variation is adopted. These costs will include all time spent on the processing of the application including any cost for consultants and legal costs or omissions to assist Council in arriving at a decision, whatever that decision might be. This has to be accepted by the applicant.

As plan changes can only be introduced to an Operative District Plan as the definition of a Plan only refers to an Operative Plan and not to a Proposed Plan, the question therefore arises as to how Council should deal with these privately initiated plan changes, if at all, in the period before the (Proposed) District Plan becomes an Operative Plan and how Council deals with Private Plan Changes once the District plan has become Operative.

With regards to Private Plan Change Requests, in terms of Clause 25(2) of Part 2 of the First Schedule to the Act Council can either:

- i. 'Adopt' the request as if it was made by itself.
- ii. 'Accept' the request if it was possible to apply for a plan change.
- iii. Change the request to a resource consent; or
- iv. 'Reject' the requests.

To 'adopt' the plan change effectively changes the request for a privately initiated plan change to a variation where the Council takes the Plan Change over. In the case of a Proposed Plan or an Operative District Plan the privately initiated plan change becomes a public or a Council plan change.

To 'accept' the private plan change before the plan has become operative would imply that the hearings of submissions have to be deferred until after the Plan has become operative where after the request is dealt with as a normal private plan change.

To change the request to a resource consent would mean that it can then be processed by the consents team as a subdivision or landuse proposal (or both) and would be processed as such.

Matters under which a private plan change request can be rejected are very limited.

The local authority may reject the request in whole or in part (Clause 25(4) First Schedule of the Act) but only on the grounds that:

- a. The request is frivolous or vexatious; or
- b. The request has been given effect or rejected within the last 2 years; or
- c. The request is not in accordance with sound resource management practice; or
- d. The request is inconsistent with Part IV of the Act (Compilation of Plans); or
- e. If the Plan has been operative for less than 2 years.

### Option 3 – Council initiated plan change

A local authority can undertake both Variations on a Proposed District Plan and Plan Changes on an Operative District Plan under the provisions of Part 1 of the First Schedule to the RMA. At this point in the District Plan review process, a change could only be made to the Operative District Plan.

The benefits of Council initiating its own Plan Change is that Council can undertake an integrated approach to control the areas of rezoning to be released for private development to occur and additionally Council could control the timeframes of the Plan Change to coincide with the District Plan review timeframes, not taking into account any appeals which may result.

However, with a Council initiated plan change, the cost of the process is fully borne by the Council and ratepayers. There is a risk that a plan change targeted at developer pressures may be perceived to be an inefficient use of Council funds, given that the District Plan review will give effect to the Council adopted spatial plans providing for the next 10 years growth across the District, pending confirmation of the provision of services. Given that a Council initiated plan change normally costs upwards of \$100,000, depending on technical reports required, legal input and any potential appeals which may result, there is a risk that a Council initiated plan change could result in a public perception that the plan change is only targeted at specific landowners and developers and should be considered as a holistic package as part of the upcoming District Plan review.

Should Council consider this option to be the preferred option in light of the upcoming District Plan review, it is recommended that only a straight-forward rezone of the key strategic areas of land identified in the spatial plans be undertaken and that Council should not amend the existing Operative District Plan provisions (objectives, policies or rules). In order to satisfy section 32 RMA requirements, this proposal would still need to be supported by information such as geotechnical, capacity for infrastructure, economic, landscape etc, which is still an unknown factor where further work would need to be carried out in this regard.

### Option 4 – Hybrid of options 2 and 3

Option 4 is a hybrid of both options 2 (Private Plan Change) and 3 (Council initiated Plan Change), which would enable both Council and the developers to undertake an integrated Plan Change with a cost-sharing arrangement in place. Similar to both options 2 and 3, there are some

key benefits and costs. However, if agreement were to be reached as to the key areas for development and what technical information would be required in order to satisfy section 32 RMA requirements, both parties could work through a Council initiated Plan Change Process. The goal would be to complete the plan change prior to notification of the Proposed District Plan, bearing in mind staffing required for the upcoming District Plan review process which would coincide with the plan change.

With this option there is still a risk of public perception in respect to favouring specific landowners/developers and there would still be a cost to Council, despite shared costs. As identified in Option 3, further work would need to be carried out in order to understand what technical evidence is required to meet s32 requirements.

Should developers wish to deviate from the key areas for development identified by Council, it is recommended that a private plan change (option 2) would provide the best option.

#### Recommendation to Council

Staff recommend **option 2** to be the best outcome for Council and private developers who are seeking rezoning across the District.

On face value, option 4 appears to be the best option to ensure Council input and shared costs with the developer. However if it is not likely that Council will be able to get all developers on board with both the key strategic rezoning areas, costs or information required to satisfy s32 requirements, a private plan change (option 2) is the best option, as it places full risk on the developers and takes the risk away from Council in respect to public perception of rezoning discrete blocks of land for individual developers. This leaves staff to fully focus on the District Plan review and outsource the private plan changes to external consultants (at the developers cost – which would need to be made clear upfront).

The District Plan review will deliver on each of the key growth areas. Buying more time through the DPR process is to Council's advantage, so that Council can provide for Infrastructure in these key growth areas in an integrated manner to ensure the areas can be serviced in the longer term.

The alternative to all 3 options is option 1 (status quo), where developers who are eager to get development will likely take the consenting pathway as a Non-Complying activity instead of rezoning the land. Council consent planners can use the spatial plans and infrastructure strategies to ensure growth is occurring where it can be supported by services etc. However, where development does not fit with Council's plans, the S104D test would provide a robust process to ensure development is appropriately located. The key risk for Council with this pathway is where a decision to decline consent is appealed and the decision overturned meaning additional costs to Council and development which was not anticipated in ad hoc locations.

# Three Waters Reform update

**Meeting:** Council Briefing  
**Date of meeting:** 03 March 2021  
**Reporting officer:** Donnicks Mugutso, Waters and Waste Manager

## Purpose/Ngā whāinga

To update the Council on the progress of the 3 Waters Reform Programme.

## Context/Horopaki

In the November 2020 Council meeting, we presented a 3 Waters Reform Update informing council of the progress of the 3 Waters Reform; particularly the approval of stimulus funding, delivery plan and funding agreement approval, the Request for Information and some internal staff movement to execute the work.

This briefing provides further update on

- Request for Information (Rfi),
- Emerging structure
- December 2020 cabinet paper,
- 3 Waters Funded Projects,
- The effect on the current term contract (3 Waters Operations and Maintenance (O & M) Contract).

## Discussion/Ngā kōrerorero

### Request for Information (Rfi)

We submitted the Request for Information (Rfi) for Kaipara District Council on 29 January and received feedback a week later that our submission was of a high quality. It should be noted that the Request for Information, among other things, asked the position of the Council debt and the unconstrained 10 year 2021-2031 LTP 3 waters infrastructure capital investment, as well as the constrained (the latest approved 2021-2031 LTP 3 waters infrastructure investment).

### Emerging Structure

In December 2020, an initial assessment by the Water Industry Commission of Scotland (WICS) (based on publicly available countrywide council data), the entity that was commissioned to analyse the New Zealand 3 waters data to inform aggregation, found the following:

- *having more than one entity in the South Island appears likely to lead to higher costs for all South Island customers relative to scenarios that involve only one entity in the South Island.*
- *an entity containing Auckland within their amalgamated territory is likely to be significantly advantaged.*
- *scenarios involving eight or 13 entities appear likely to result in customers facing higher bills and larger differentials in charges than scenarios that establish a fewer number of larger entities.*

WICS continue their analysis based on the data we have provided, and we will hear of the result in due course.

## December 2020 Cabinet Paper and Minute

In December 2020, the DIA published a cabinet paper and minute reconfirming the government commitment to progress the reforms and sought Cabinet's direction on:

- *the reform strategy and timetable.*
- *the voluntary approach to reform and legislation to facilitate a voluntary approach.*
- *work with iwi/Māori – as our Treaty partners – throughout the reform programme*
- *the process for identifying the numbers and boundaries of new water services entities.*
- *the entity design scenarios that would be tested with credit rating agencies.*

Submissions on the Water Services Bill closed on the 2<sup>nd</sup> March. Draft submissions have been made by LGNZ and Water New Zealand. A Kaipara submission has been made and circulated separately to this paper.

## Kaipara's 3 Waters Reform Projects

Out of the 9 projects funded, one project is under construction, one has the equipment in the manufacturing process, one is out to tender for construction, another will be out to tender by end of February, 4 are going through scoping and design and one is going through the investigation on the options to replace or refurbish the water structure. We have submitted Quarter 1 report covering expenditure for November and December 2020.

Project	Value (\$ NZD)	Status
Business case and Options Assessment	\$ 65,000	Investment logic mapping completed, reviewed, and awaiting final draft.
Water design engineer (18-month Fixed Term)	\$161,048	Started on January 18, 2020
Dargaville Haimona and Pirika St Watermain Renewal	\$650,000	Under construction
Dargaville Wastewater Renewals	\$460,000	Design underway
Kaiwaka Wastewater Renewals	\$400,000	Design underway
Maungaturoto Hurndall St Watermain Renewals	\$450,000	Design underway
Maungaturoto Raw watermain Renewals	\$900,000	Preparation of Tender to three waters Select List Panel of contractors
Maungaturoto Water Reservoir Replacement	\$240,000	Investigation of the material, structural and geotechnical integrity of existing tank to inform replace or refurbish decision.
Maungaturoto Water Truck Filler and Main Renewal	\$510,000	Negotiations with landowner and preliminary design underway
Ruawai Watermain Renewals	\$795,000	Out to tender to the three waters Select List Panel of contractors
Te Kopuru Wastewater Treatment Plant Aerator Upgrade	\$ 60,000	Aerator in manufacturing process



### 3 Waters Operations and Maintenance Contract

The 3 Waters Reform has brought uncertainty to council future term contracts. One of these is Kaipara's 3 Waters Operations and Maintenance contract which started in 2016 as a 3-year contract with options to extend by 2 years and another 1 year on satisfactory performance by the contractor. The Contract is run by Ventia and expires in June 2022.

In December 2020, the DIA published a timeline titled Three waters service delivery reform programme (**Attachment A**) which clearly shows that the time between January and December 2023 will be for preparation for operation of new water services entities, and:

- *Agree to multi-regional asset plan*
- *Establish management system*
- *Enter appropriate commercial arrangements*
- *Prepare for operations*
- *Asset transfers occur*

Taking the above into account, the three waters Operations and Maintenance contract for Kaipara needs to be visited and a decision made on the future of the operations.

Therefore, in April 2020, we will seek Council's direction on the future of this contract.

### Next steps/E whaiake nei

Continue to work on the three waters programme and inform Council on developments

Prepare a report on the Three Waters Operations and Maintenance contract

### Attachments/Ngā tapiritanga

	Title
A	Three Waters services Delivery Reform Programme



## Proposed reform strategy and timeline





# **Mangawhai Wastewater Treatment Plant Balance Tank scope enhancement, business case and procurement plan**

**Meeting:** Council Briefing  
**Date of meeting:** 03 March 2021  
**Reporting officer:** Donnick Mugutso, Waters and Waste Manager

## **Purpose/Ngā whāinga**

The purpose of the report is to seek direction from Council on the proposed scope enhancement for Mangawhai Wastewater Treatment Plant (Mangawhai WWTP) Balance Tank project and seek support for progressing the Procurement Plan.

## **Context/Horopaki**

The investment strategy for providing capacity for growth in the Mangawhai WWTP is two-fold

- Reduce the impact of peak flows (storm and seasonal) – Balancing Tank
- Develop the plant to a system so that water can be increasingly reused – progressing to a membrane filter plant with the Balancing Tank repurposed as a Treatment Tank

In the September 2020 Council meeting, council was presented with a report for the construction of the Mangawhai Wastewater treatment plant Balance Tank for an estimated cost of \$2.1m. This was based on constructing a Balance Tank which could be repurposed as a Treatment Tank when required.

Council supported the proposal and the allocation of funding allowed for the procurement of the design consultant.

As part of the gateway review undertaken before progressing to construction, the opportunity to enhance the scope has been identified.

- The project team have progressed the detailed design including Safety in Design, Hazard and Operability Analysis (HAZOP) and identified health safety risks that can be addressed at this stage.
- Opportunities for scope enhancement that would make it easier to upgrade to a reactor tank in the future have also been identified. These components are included in the plant upgrade currently identified later in the LTP.

The revised budget estimate is \$2.869m. (inclusive of 7.5% contingency and Management, Surveillance and Quality Assurance (MSQA)).

**The direction sought from Council is whether to proceed with an enhanced scope (\$2.869m) or continue with the current Balance Tank scope (\$2.1m).**

The scale of investment exceeds \$500k and therefore Council support for the Procurement Plan is sought in accordance with the Procurement Guidelines and Manual.

**Direction is also sought from Council as to their support for the procurement proceeding to the Request for Tender stage based on a process which will allow for the contract to be awarded for either investment option.**

The Business Case (**Attachment A**), Procurement Plan (**Attachment B**) and Risk Register (**Attachment C**) are attached.

## Discussion/Ngā kōrerorero

### Safety in Design, Hazard and Operability Analysis (HAZOP)

The Mangawhai WWTP is operated as a sequencing batch reactor, which means that it requires monitoring and operating expertise to achieve the desired treatment results.

It is a duty of KDC to minimise risk to all users of the plant throughout its lifetime.

During the concept design, the designer identified some risks which they quantified and estimated those that could be estimated, at a high level. **(Attachment C)**.

Some of the risks have now been confirmed at detailed design and mitigation measures are proposed such as:

- *requirement for higher volume earthworks to ensure bank stability (item 4 Attachment C)*
- *requirement for a new screen (Item 5 Attachment C)*
- *requirement for an upgraded odour control (Item 6 Attachment C)*
- *requirement for a walkway to mitigate tank cleaning risks (Item 7 Attachment C)*
- *requirement of a high-pressure wash water system (Item 7 Attachment C)*

In discussions with treatment plant operations during detailed design, the designer identified scope enhancements:

- *construction of a walkway for operability and safe cleaning of the tank*
- *relocation of the balance tank pump station from the southern to the northern in proximity with the drainage sump*

The table below illustrates the key Outcomes

	Current Scope - \$2.1m	Proposed Scope - \$2.869m
<b>Balancing Peak Flows</b>	Yes	Yes
<b>Transition to reactor tank</b>	Yes	walkway and higher-pressure wash water make operability easier safer
<b>Bank stability adequacy</b>	Unknown and raised as a risk	higher earthwork volumes propose in design
<b>Inlet screen sufficiency</b>	Assumed to work with the reuse of existing inlet screen	new screen proposed in design
<b>Odour control sufficiency</b>	Assumed to be adequate with no expected offensive concentrated substances	high sulphates expected in influent
<b>Tank cleaning safety</b>	Assumed access from platform to clean tank	a walkway is proposed
<b>Tank cleaning operability</b>	Assumed that the wash water pressure was sufficient for the cleaning	higher pressure wash water booster system proposed
<b>Pump station location</b>	Assumed the flow could be drawn for the southern end	Located pump station close to sump to avoid pipe clashes

## Financial impact

Some elements of the enhanced scope were envisaged as part of future works when the tank is changed into a treatment tank – Screen, New Walkway and Booster System (\$424k). Bringing forward components of the reactor tank and installing at this stage will reduce risk going forward and aid operations of the plant. Whilst this has a net zero impact on the LTP budget, the negative side is that we will be spending Development Contributions earlier.

The additional (\$345k) will be funded through rates and Development Contributions as per the original scope.

## Costs

	Change	Comment
<b>Physical Works</b>		
Preliminaries and generals	+ \$115k	increase by based on a percentage of the total
Earthworks	+ \$70k	to reduce the risk bank instability, identified after completion of slope stability analysis
Structure	-\$160k	use of tapered walls and an increase in the odour control system as higher concentrations of sulphates are expected
Piping, Pumps and Filtration	+\$230k	due to the location of the pump station on the northern side next to the drainage sump rather than the southern side and the now completed design shows bend and supports of the steel inlet structure requiring clashes avoidance
<b>Scope Enhancements – Screen, Walkway, Water Boost</b>	+\$424k	the original assumption of using the current screen which allows a flow rate of 100l/s is marginal and risks causing overflows at the inlet. New screen requires additional wiring and cabling, switchboard extension as the existing switchboard is too small
<b>Contingency</b>	- \$90k	We have now progressed past the Developed Design and therefore contingency reduced
<b>Management Surveillance Quality Assurance (MSQA)</b>	+\$150k	the original estimate did not include MSQA as these had been assumed to be by internal staff.
<b>Procurement</b>	+\$30k	the original estimate did not include procurement support (i.e. preparation of contract documentation) as these had been assumed to be by internal staff.
<b>Total</b>	<b>\$769k</b>	

## Procurement

At the September 2020 Council Meeting, the report sought the Council to delegate to the CE to approve the contract for award up to \$2.1m once the tender process had been concluded. Whilst Council approved delegation of authority to the CEO to award a contract if it is below \$2.1m, a formal request to approve the Procurement Strategy was not sought at the time.

An Expression of Interest was sought from the local market. Ten proponents submitted expressions and they will be shortlisted using a pass/fail assessment based on safety and experience.

The next stage is a Request for Tender (RfT) for those shortlisted parties. The proposed evaluation criteria are a pass/fail based on methodology followed by an assessment of costs. Lowest Price Conforming is considered acceptable given that all the shortlisted Contractors have the ability and experience to undertake the works.

**Direction is sought as to whether Elected Members are comfortable with officers progressing to the RFT stage on the proviso that the process allows for a contract to be formed to deliver the Balancing Tank (as per currently agreed scope) as well as the proposed scope enhancements.**

Our procurement approach aligns with the 2019 Procurement Strategy.

<i>Objective</i>	<i>How</i>
Deliver safely – a commitment to reducing harm to us and the people involved in our supply chain;	Enhancing scope to include safety measures identified through risk assessment
Create and demonstrate public value through our activities with particular focus on: <ul style="list-style-type: none"> <li>• Good price - whole of life costs</li> <li>• Good quality - customer centric delivery</li> <li>• Good outcomes - social, cultural, environmental and economic</li> </ul>	Improved odour control and reducing environmental risk
Improve the efficiency of how we progress projects though their lifecycle to deliver the capital programme	Including appropriate scope in the contract to deliver future plant requirements
Increase the ability of our iwi, communities and businesses in Kaipara to participate in Council activities	Te Uri o Hau
Increase the size and skill level of the supply chain delivering work in Kaipara	
Support the transition to a zero net emissions and promote efficient use of resources	Improved plant efficiency

The benefit of this approach is that we will be able to commence construction in this financial year. The alternative approach is to bring the Procurement Plan to the March Council Meeting for formal approval.



## Next steps/E whaiake nei

The project team can still deliver the original scope for the \$2.1m budget, however it is recommended that the scope enhancements are included

- To make it safer for our operators
- To reduce the possible increase in operational costs

It is noted that the part of the \$2m 2026-2027 financial year related to the Mangawhai wastewater treatment plant upgrades (see MCWWTP Roadmap – Attachment D) can be brought forward in the LTP if accepted.

### Actions

Complete the Expression of Interest stage and prepare Contract and Tender Documentation.

Commence the RFT stage.

Prepare a Council report for the March Council meeting seeking approval of fund allocation for the enhanced scope – subject to feedback from the briefing.

Negotiate and award contract and continue to construction and update Council on progress.

## Attachments/Ngā tapiritanga

	Title
A	Mangawhai WWTP Business Case
B	Mangawhai WWTP Procurement Plan
C	Mangawhai WWTP Balance Tank Risk Register
D	Mangawhai WWTP Roadmap



## Business Case – Mangawhai Wastewater Treatment Plant Balance Tank

PROJECT MANAGER	Mark Bell	TITLE	Infrastructure Delivery Manager
PROJECT SPONSOR	Jim Sephton	TITLE	General Manager Infrastructure Services

PREPARED BY	Donnick Mugutso	TITLE	Waters and Waste Manager	DATE	11/09/2020
APPROVED BY		TITLE		DATE	

This business case is required to be reviewed & approved by the Portfolio Oversight Group (POG). Please submit to [PMO@Kaipara.govt.nz](mailto:PMO@Kaipara.govt.nz)

VERSION HISTORY				
VERSION	APPROVED BY	REVISION DATE	DESCRIPTION OF CHANGE	AUTHOR
Draft		17/09/2020	Initial Draft	Donnick Mugutso
Rev 1		21/09/20	Edits and detail added	Mark Bell
Rev 2		17/02/21	Budgets and Milestone Edits	Mark Bell & Donnick Mugutso

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## Executive Summary

Write this last and keep it short! Briefly introduce the project and the reason for embarking on it. Summarize what is required to successfully execute the project. This should provide the reader with all the information they need to have a solid overview of the project and its requirements.

Growth occurring in Mangawhai means that the existing waste water treatment plant requires upgrades to account for this. A cost effective solution to this is to construct a concrete balance tank. The overall purpose of this balance tank is improve the overall efficiency of the plant by balancing out the brief periods of high inflow of wastewater and so that the existing plant can still function as designed. This balance tank will also be capable of being repurposed in future as a 3<sup>rd</sup> batch reactor tank.

This project is for the design and the construction of this balance tank and the associated civil works to achieve it's intended purpose. This business case is requesting \$2,869,000 funding to complete the required design and construction works"

## Project Overview

### Problem/ Opportunity

What are the main problems we are trying to solve or opportunities we want to achieve?

The growth in Mangawhai and frequent storms has increased peak inflows to the Mangawhai Wastewater Treatment Plant. This has caused the current design limit of 70l/s to be exceeded and peak inflows of wastewater reaching 100l/s have been recorded in the past. These peak inflows exceed the wastewater plant's ability to batch process the waste water as designed, lowering the standard of effluent treatment and also resulting in overflows at key pump stations in the reticulated network.

This purpose of this project is to provide a buffering balance tank to the peak flows thereby reducing the likelihood of overflows and environmental non-compliance.

There is an opportunity to utilise the balance tank as a reactor tank in future for future plant upgrades, so the size and design of the tank will take this into account.

### Background

Briefly describe any background context to the project. Offer an explanation here as to why this project is taking place (i.e. Compliance, Sustaining, Maintenance, Improvement, Growth (Compliance), Growth.)

*The Mangawhai CWWTP was completed in 2010 to treat the wastewater from the community of Mangawhai and Mangawhai Heads. When the plant was first connected 1250 properties were connected to the system. Today that number is over 2000, with 3000 expected before 2030. The area is experiencing rapid growth, with a prediction of 3 x current population by 2043. This means that several wastewater assets, particularly to the North of the catchment, including Jack Boyd Drive PS, will require upgrade. The impact of growth is currently being modelled by WSP to determine a plan of strategic asset upgrades and/or renewals. However, before this occurs the wastewater model will need to be calibrated and this exercise is not expected to be completed until August 2021.*

*In the meantime, any intervention on the network may not be future proofed and may need be re-considered in the following years (for example upsizing a pipe which 3 years later will require another upgrade).*

*Studies conducted by WSP identified that the WWTP is limited to an incoming flow of **70 l/s** (from the downstream outfall pumpstation on Thelma Rd). The restriction is due to the current capacity of the Cyclic Activated Sludge System (CASS) of the WWTP. This limits what the network can discharge to the WWTP.*

### **Project Deliverables**

Overall solution to the problem/ opportunity identified and the specific deliverables of the project as relates to this.

Your solution and deliverables should be specific to problem.

The overall solution is to build an 800m<sup>3</sup> balancing tank which can be converted to a reactor tank in future. The tank will provide a buffer to the peak flows and is sized and designed to act as reactor tank in future.

### **Benefits**

The benefits should be a measurable improvement achieved by investment through this project. This could be items such as meeting safety compliance, meeting capacity requirements etc. They should link to the Problem/ Opportunity of the project and the deliverables. Ensure you have at least one main benefit

The benefits of this project are:

- Benefit 1: Buffer peak flows and increase the inflows from by 42%, from 70/s to 100l/s without waste water overflows occurring in the network.
- Benefit 2: Increase in the temporary storage capacity of the wastewater treatment plant by 33%.

## **Project Scope**

### **In Scope**

Briefly describe what deliverables will be considered within the scope of the project. What is required to be designed and built, changed or implemented, do not forget enabling activities such as stakeholder engagement or risk mitigation activities.

- Stakeholder engagement
- Detailed Design
- Preparation, lodgement and approval of Building Consent
- Contract preparation
- Procurement of the works
- Construction of the tank and associated works including
  - New 800m<sup>3</sup> above ground concrete tank
  - Upgrade of Inlet works structure to enable 100 l/s incoming flow, and flow management to limit flow to treatment to 70 l/s,
  - cleaning mechanism and tank emptying system,
  - Upgrade of pumps at Outfall PS to the new duty.
  - Control systems to manage the flow management system including link to Outfall PS to control pumped flow rates when Balance tank is full.
- Construction supervision and Management, Surveillance and Quality Assurance
- Commissioning of the tank

### Out of Scope

Briefly describe what will be considered Out of scope of the project

- Network modelling work
- Treatment plant process modelling work

## Constraints and Assumptions

Detail key assumptions, such as expected funding, and constraints, such as the need for special equipment or technical resources.

The following assumptions have been made:

- **Modelling:** The Balance tank system will be designed for a maximum flow to the CWWTP of 100l/s, of which 30 l/s will pass to balance tank (the rest will flow directly through the WWTP). This will allow increase in pass forward flow at the Outfall Pump Station (OPS) and reduce the frequency of use of the emergency storage.  
However, no catchment modelling has been undertaken (currently underway) so the tank capacity is based on the size of a new CASS reactor. Should additional capacity be required, a further tank can be constructed later.
- **Geotechnical condition:** It is assumed that the geotechnical condition of the area of the CWWTP is suitable for construction. A preliminary review of historic information indicated that no additional measures are expected. For detailed design, as part of the construction is out of the current operational boundary geotechnical tests will be undertaken to confirm the conditions and design amended as required.
- **Inlet screen** the upgrade to the inlet works requires disconnection and relocation of the inlet screen and pipework. It is a constraint that the flow to the CWWTP can be shut off for up to 6 hours and the emergency storage capacity at the OPS can be utilised. – This is weather dependent.

- **Archaeological:** It is assumed from historical information that the area for construction has no archaeological or ecological constraints.
- **Contaminated land** It is assumed from historical information that the area for construction is not contaminated

A concept design of the balance tank has been undertaken. Key project risks are identified on Section 7 and full risk list outlined in Appendix G, Risk Register of the report; as **Attachment C** in Council Briefing document of 3 March 2021.

## Dependencies

Consider any dependencies this project may have (e.g. does it require other projects' completion before it can begin?)

The success of the project will depend on:

1. Funding approval - There is \$650,000 in the current Annual Plan and the Engineer's Estimate is \$2,094,168. Implementation of the project will depend on approval from Council to bring forward future budgets to cover the budget deficit.
2. The timeliness of completion will depend on how quickly Building Consent is granted
3. Approval of the revised budgets of \$2,869,000 to cover scope enhancement.

## Procurement

State the Procurement approach as indicated in the Procurement Manual.

Attach to this business case the [Procurement Plan \(>500k\)](#) or [Procurement Plan Lite \(<500K\)](#) as required.

Procurement plan is appended, which in short proposes direct appointment of design consultant and open tender for the construction of the physical works.

## Risk Analysis

Consider and document here any risks to the project known at this time

Risk Description	Impact	Mitigating Actions	Risk Level (high, medium, low)
------------------	--------	--------------------	--------------------------------

To avoid duplication, please refer to the risks identified in the appended procurement plan, and the detailed risk register appended.



## Links with other projects

Consider and document here how other projects may be affected by, or in turn may affect, this project. Does this project link with an overarching strategy or vision? What are the impacts of this?

There is a link with the modelling work currently underway with WSP, and a link with the relining of outfall pump station. The modelling been taken account in the concept design from WSP, and the relining of outfall pump station is currently being completed and will no net effect on this project.

## Alternative Analysis

Provide an overview of options other than the proposed solution considered to address the business problem

There are 2 alternative options available at this stage:

- Option 1 – Do nothing
- Option 2 – An alternative design – basic tank which cannot be use as a reactor in future

Category	Option 1 – Do nothing	Option 2 Alternative design
Benefits	Not spending budgets at this time, not increasing existing budget.	Possible lower cost solution for smaller tank.
Capital Expense	Nil	100 – 200k
Operating Impact	Significant	Nil
Risks	Overflows in the reticulated network, inadequately treated effluent.	Additional costs for fruitless cost effective alternative. May produce asset which becomes redundant if the plant is future upgraded not using batch reactors.
Interdependencies with other projects/ initiatives	Not compatible with long term expansion of the plant.	Concept design did not locate an alternative

## Major Project Milestones

Provide target completion dates for the standard milestones below and insert additionally identified milestones as needed. You may also insert a timeline diagram or attached a project schedule to further show the interdependencies between activities

Milestone Deliverable	Start Date	End Date
Project Approval by Council	30 Sept 2020	
Appointment of Professional Services	1 Oct 2020	1 Oct 2020
Detailed design	1 Oct 2020	16 Dec 2020
Tender on Tenderlink , evaluation and award	22 Feb 2021	16 Apr 2021
Construction in Stages through to Commissioning	14 May 2021	01 June 2022

## Resource Requirements

Describe what resources the project will require (include items such as equipment where this is a limited resource)

Role	Company/Council	Duration (estimate)	Hours per week (estimate)
Mark Bell	KDC	52 weeks	2
Bill Down	KDC	52 weeks	6
Dallas Dreadon	KDC	52 weeks	4
Andrew Springer	WSP	16 weeks	10
Eros Foschieri	WSP	52 weeks	10
Curt Martin	Censeo	52 weeks	0.5
Contractors		26 weeks	

## Cost

### Funding Request

Detail below what funding is required for the project

<b>Internal Funding Required</b>	OPEX: \$	CAPEX: \$2,869,000	TOTAL: \$2,869,000
<b>Budgeted in LTP</b>	YES, this is partially funded in the LTP.		
<b>Planned Budget (where</b>	OPEX:	CAPEX: \$2,100,000	TOTAL:\$2,100,000

<b>budgeted in LTP)</b>			
<b>Externally Funded?</b>	NO		
<b>Funding Source</b>			\$ AMOUNT:
<b>TOTAL COST</b>	OPEX:	CAPEX:\$2,869,000	TOTAL:\$2,869,000

## Funding History

Detail below any previous funding requests which have been approved (where applicable)

Previous Request/s				
	20/21 Upgrade WWTP	Opex	Capex	Total
	<b>Existing Approved Spend</b>	\$	\$650,000	\$650,000
	20/21 Budget		\$1,450,000	\$1,450,000
Current Request				
	21/22 Budget		\$769,000	\$769,000
	<b>Total Current Requests</b>			
	<b>Requested Approved Cost Budget</b>	\$	<b>\$2,869,000</b>	<b>\$2,869,000</b>

## Health and Safety

Outline any specific Health & Safety risks/issues associated with this project and how they will be managed. These may be referenced in supporting documentation such as the Risk Register.

*Construction is a hazardous activity that will involve heavy vehicles, equipment, working at height, excavations, and numerous other activities. To address this the following principles will be followed:*

- 1. All site activities will be consulted in advance with the operations team to eliminate conflict and reduce risks.*
- 2. Safety in design processes shall be followed and consider construction methods, sequencing, interfaces with existing plant and operation and maintenance, long term operation and maintenance.*
- 3. Contractor selection will be to a recognized contractor with track record and accreditation for safety management.*
- 4. Throughout contract period, frequent site inspections, project management meetings and weekly liaison with operations will manage interfaces of greatest risk.*
- 5. A Hazard Register will be developed in design and maintained as a live document through the delivery of the project, with residual risks being relayed through training and documentation in the O&M manuals.*
- 6. Work by contractor and subcontractors will be by method statement that shall be reviewed and approved prior to work commencing on that task.*
- 7. The H&S responsibility during construction will be the contractor's responsibility to manage, but it is the responsibility of all contractors, subcontractors, consultants, operators, maintainers and KDC personnel to take an active part in safe working, observation and rectification of issues.*

*The balance tank and inlet modifications will not introduce any new hazards to the operational site that require special attention. The greatest risk to personnel being working at height that is managed by safe access walkways, stairs as the existing plant. The design of the balance tank will enable cleaning from outside of the tank to avoid man entry.*

## Attachments

Attach. #	Description	Doc #/File Name	Comments
1	Procurement Plan	Att 1	KDC procurement plan >500k



## Procurement Plan (> \$500,000)

### 966 MCWWTP Balance Tank

This document seeks approval from Louise Miller, as delegated financial authority holder to:

- Undertake procurement processes for goods or services to an estimated value of \$2,100,000
- In approving this Procurement Planning and Approval document, the delegated financial authority holder is requested to note that the construction is estimated to take 12 months over two financial years, 2020/2021 and 2021/2022.
- Noted that Council Approval for the Procurement Plan is required as it exceeds \$500k. EOI process will commence in parallel to this process.

Once fully approved the project manager or business owner may procure goods and services according to the plan. Any material deviations from the plan must be reapproved by those who have endorsed and approved the plan.




<b>Signed:</b> 	<b>Signed:</b>
<b>Name:</b> Mark Bell	<b>Name:</b> John Burt
<b>Role:</b> Project Manager	<b>Role:</b> Head of Procurement
Statement: This procurement plan has incorporated objectives of the business owner and is designed to deliver best "whole of life" cost solution for TP and its customers.	Statement: This procurement plan meets all procurement policy requirements and approved procurement strategies.
<b>Date:</b>	<b>Date:</b>
<b>Signed:</b> 	<b>Signed:</b>
<b>Name:</b> Donnicks Mugutso	<b>Name:</b> Jim Sephton
<b>Role:</b> Waters and Waste Manager	<b>Role:</b> General Manager
Statement: This procurement plan has an approved business case and budget to cover this procurement.	Statement: I approve/recommend the CEO approve this procurement plan.
<b>Date:</b> 17/09/2020	<b>Date:</b>
<b>Signed:</b>	
<b>Name:</b> Louise Miller	
<b>Role:</b> (DFA Holder)	
Statement: I approve this procurement plan.	
<b>Date:</b>	

## 1 No Conflict of Interest Declaration

If you feel that you may have a conflict of interest, then please email a Procurement representative immediately to formalise your declaration.

By signing below, I hereby declare that to the best of my knowledge I do not have:

- any financial (shareholding or pecuniary) or other related interest in the supply of goods and services for the project named below;
- any relatives or friends with a financial interest in the goods and services to be supplied for the project named below; or,
- any personal obligation which would in any way affect my decisions in relation to the process I have been asked to undertake for Kaipara District Council.

Name	Role	Signature
Mark Bell	Infrastructure Delivery Manager	
John Burt	Property, Procurement & Commercial Manager	
Donnick Mugutso	Waters and Waste Manager	
Jim Sephton	General Manager Infrastructure Services	
Louise Miller	Chief Executive Officer (DFA Holder)	

## 2 Project Related Information

<b>2.1 Project Name</b>	Mangawhai Wastewater Treatment Plant Balance Tank
<b>2.2 Total Project Budget</b>	\$2,770,000
<b>2.3 Total Estimated Procurement Cost (BC1)</b>	\$2,740,000
<b>2.4 Briefly describe the project this procurement relates to?</b> <p>The construction of an 800m<sup>3</sup> concrete balancing tank for the Mangawhai Wastewater Treatment Plant to buffer peak inflows from the Mangawhai wastewater network.</p> <p>Refer to the milestones of the two procurement streams below.</p>	

### 3 Procurement Streams

A procurement stream is an individual procurement. For example, a project may involve the procurement of an asset and the installation of that asset. This would typically involve two streams; one for the procurement of the asset and one for the procurement of the installation services. (Insert new rows for additional streams if necessary)

Name	Estimated Procurement Cost
3.1 Design, Tender Documents, Procurement, MSQA, KDC internal costs	\$372,000
3.2 Construction	\$2,398,000

### 4 Procurement Stream ONE - < Mangawhai Wastewater Treatment Plant Balance Tank Design and Tender Documentation >

If your project has multiple procurement streams replicate this section for each stream

#### 4.1 What is being procured?

Professional services for the design for the Mangawhai Wastewater Treatment Plant Balance Tank.

#### 4.2 Is this procurement subject to previously approved procurement strategy?

Yes. The established Kaipara District Council Panel of Professional Service 2020-2021 to cater for the professional services procurement.

#### 4.3 Is there an established panel of suppliers that can be used for this procurement?

Yes. Kaipara District Council Panel of Professional Service 2020-2021

#### 4.4 What suppliers are capable of providing the goods or services required for this procurement stream?

Professional Engineers in the PS Panel for waters and waste, namely WSP, Awa and Stantec.

#### 4.5 What type of tender is being recommended? (if applicable)

Competitive (Open)	No
Competitive but closed (Closed/Selective)	No
Non-Competitive (Direct/Selective)	Direct appointment of the Professional Services component of the procurement.

#### 4.6 What is the nominated procurement approach and why this is the best procurement approach?

Direct appointment for the Professional Services is the best approach as the WSP (one of the consultants) has long standing prior knowledge of the Mangawhai Community Wastewater Scheme having been involved in previous studies and modelling. This then gives Council continuity in knowledge and will ensure there is no time wasted in familiarisation.

#### 4.7 What are the procurement/logistics risks related to this procurement stream, proposed mitigation measures and/or risk allowances?

The direct appointment for the Professional Services poses a low risk as the panel gets allocated work packages depending on their capability, capacity and availability.

#### 4.8 What is the Procurement Policy exemption being proposed (if an Open Tender (Competitive) is not being utilised) and what is the justification for this exemption?

Direct appointment for the Professional Services procurement. Approval has been granted to establish the panel and to allocate work packages among panel members however \$100k is the limit for direct appointment without CEO approval. In this particular case WSP is the stand out leader to assist in the work due to the extensive prior knowledge of this installation.

#### 4.9 Are there any specific contract terms applying to this procurement?

None

## 5 Procurement Stream ONE – < Mangawhai Wastewater Treatment Plant Balance Tank Design, Tender, MSQA >

If your project has multiple procurement streams replicate this section for each stream

### 5.1 Procurement Timelines

Include high-level activities for the procurement stream. This should consider the tender activities. Refer to the Procurement Guidelines for examples.

	Milestone Name	Start Date	End Date
1	Project Approval by Council	30 Sept 2020	
2	Appointment of Professional Services	1 Oct 2020	1 Oct 2020
3	Detailed design	1 Oct 2020	16 Dec 2020
4	EOI (Expression of Interest) on Tenderlink Prequalify Shortlist	05 Jan 2021	17 Feb 2021
5	RFP Issue and evaluation	22 Feb 2021	16 Apr 2021

### 5.2 Evaluation Team (for both tenders and non-competitive procurement)

Role	Name	Group
Not Applicable-Direct Appointment	Panel already prequalified	Infrastructure



### 5.3 Evaluation Criteria and Scoring (See Guidelines for an example)

NON-PRICE CRITERIA	WEIGHTING
Not Applicable – Direct Appointment	Panel already prequalified

### 5.4 Identify the form of contract to be utilised for this procurement

NZS 3910:2013

### 5.5 Where is the contract located in P: drive

P:\4. - Community Assets\41. - Roading & Water Services\4107. - Contracts\4107.966 – MCWWTP Balance Tank

### 5.6 Estimated Costs (modify to suit relevant costs)

Description	Cost
Design cost	\$197,000
Procurement assistance	\$30,000
MSQA estimates (provisional)	\$150,000

## 6 Relevant Reference Documentation

Provide the document name and hyperlink to the document. Documents may also be attached as an appendix to this plan.

Source Name	Brief Description	Hyperlink/Location
Contract 966 Business Case	This provides the case for the construction of the balance tank over any other options available. It provides reasons why the tank should be built.	4107.966
Council Report	Mangawhai Wastewater Treatment Plant Balance Tank Report for the Council meeting of 30 September 2020. This is a decision paper for Council to approve the project to build a Balance Tank, approve additional funding of \$1,450,000 and approve bringing the budgets in 2024/2025 and 20205/2026 into 2021/2022 year.	4107.966
Confirmed Council Minutes	Minutes of the decision	4107.966
EOI from WSP	Expression of interest document	4107.966

## 7 Procurement Stream Two - <Mangawhai Wastewater Treatment Plant Balance Tank Construction>

If your project has multiple procurement streams replicate this section for each stream

### 7.1 What is being procured?

Physical works construction services for the Mangawhai Wastewater Treatment Plant Balance Tank.

### 7.2 Is this procurement subject to previously approved procurement strategy?

No. In September 2020 Council were presented with a report requesting the budgets for the construction of the balance tank and sought the Council to delegate to the CE to approve the contract for award up to \$2.1m once the tender process had been concluded. This Procurement Plan provide further information so that Elected Members can approve the Procurement Plan which is greater than CEO delegation.

In accordance with the adopted procurement strategy.

### 7.3 Is there an established panel of suppliers that can be used for this procurement?

No. This sits outside the original intent of the 3 Waters Panel and Officers believe the value justifies going to the open market.

### 7.4 What suppliers are capable of providing the goods or services required for this procurement stream?

Physical Works Contractors. CCNZ discussions have indicated interest from a number of parties.

### 7.5 What type of tender is being recommended? (if applicable)

<b>Competitive (Open)</b>	Open tender for EOI and then RFP to those who meet qualification.
<b>Competitive but closed (Closed/Selective)</b>	No
<b>Non-Competitive (Direct/Selective)</b>	No

### 7.6 What is the nominated procurement approach and why this is the best procurement approach?

Open tender for the physical works procurement as this provides the market competition to the procurement. There is an opportunity to engage early with potential contractors by public presentation of the Forward Work Plan at the Civil Contractors New Zealand local regional meetings.

The EOI creates a prequalification gateway and increases the chances of quality bidders submitting tender, saving on the process.

### 7.7 What are the procurement/logistics risks related to this procurement stream, proposed mitigation measures and/or risk allowances?

The tender for the physical works poses the following risks:

Risk	Mitigation	Residual Risk
Tender prices are higher than budget	Go to tender early. Ensure that the schedule of quantities are specific	Low
Poor quality contractor	Keep high weightings on track record, include experience similar projects as a prerequisite and use referees	Low
Disruption of procurement by lockdown	Use electronic submissions and processing	Medium
No funding approval	Funding already approved	Low
No or low interest from the market	Go to market early and promote it in forums. The Forward Work Programme has previously been presented at the Civil Contractors New Zealand regional meetings.	Medium

A more comprehensive risk table has been developed by WSP as part of the business case.

### 7.8 What is the Procurement Policy exemption being proposed (if an Open Tender (Competitive) is not being utilised) and what is the justification for this exemption?

N/A

### 7.9 Are there any specific contract terms applying to this procurement?

None

## 8 Procurement Stream TWO – < Mangawhai Wastewater Treatment Plant Balance Tank Construction >

If your project has multiple procurement streams replicate this section for each stream

### 8.1 Timelines

Include high-level activities for the procurement stream. This should consider the tender activities. Refer to the Procurement Guidelines for examples.

	Procurement Milestone Name	Start Date	End Date
	Contract Documentation		
	Expression of Interest	22 Jan 21	22Feb 21
	Procurement Plan Approved	16 Feb 21	3 Mar 21
	Final KDC Funding Approval	30 Mar 21	--
	Request for Proposal	5 Mar 21	9 Apr 21
	KDC approval of tender and Contract Award	19 Apr 21	14 May 21
	Construction Milestone Name	Start Date	End Date
2	Site Establishment	14 Jun 21	25 Jun 21
3	Construction	14 Jun 21	4 May 22
	Stage 1 – Drawings finalisation, procurement, consent lodgement		
	Stage 2- Preparation , drainage and temporary connection of odour plant to existing inlet		
	Stage 3 – Preparation of Tank foundation, installation of tank base		
	Stage 4- Construct balance tank walls, seal base, install staircase		
	Stage 5 – Test water tightness, install return pumps and pipework		
	Stage 6 – Installation of inlet structure, overflow weir box & pipework		
	Stage 7 – Screen Relocation		
	Stage 8 – Commission Flow & Feedback Control		
	Stage 9 Construction – Replace Pumps at Outfall Pump Station (if required)		
3	Final Commissioning and handover	4 May 22	1 June 22

## 8.2 Evaluation Team

Role	Name	Group
Project Manager	Mark Bell	Infrastructure
Evaluation Team Member	Eros Foschieri	Consultant WSP
Evaluation Team Member	Simon Ruddenklau	Infrastructure Services

## 8.3 Evaluation Criteria and Scoring as per EOI and RFP

NON-PRICE CRITERIA FOR EOI	WEIGHTING
Health and Safety Sitewise 75%	Pass/Fail
Insurances	Pass/Fail
Financial Viability	Pass/Fail
Relevant experience	Scored and Ranked as per EOI
Track Record and Reference Check	Scored and Ranked as per EOI
<b>NON-PRICE CRITERIA for RFP Shortlist of 3</b>	
Methodology	Pass/Fail
Programme	Pass/Fail
<b>Price after prequalified tenderers</b>	100%
<b>TOTAL</b>	<b>100%</b>

## 8.4 Identify the form of contract to be utilised for this procurement

NZS 3910:2013

## 8.5 Where is the contract located in P: drive

P:\4. - Community Assets\41. - Roading & Water Services\4107. - Contracts\4107.966 – MCWWTP Balance Tank

## 8.6 Estimated Costs (modify to suit relevant costs)

Description	Cost
<b>Total construction cost</b>	\$2,398,000

## 9 Relevant Reference Documentation

Provide the document name and hyperlink to the document. Documents may also be attached as an appendix to this plan.

Source Name	Brief Description	Hyperlink/Location
Contract 966 Business Case	This provides the case for the construction of the balance tank over any other options available. It provides reasons why the tank should be built.	4107.966
Council Report	Mangawhai Wastewater Treatment Plant Balance Tank Report for the Council meeting of 30 September 2020. This is a decision paper for Council to approve the project to build a Balance Tank, approve additional funding of \$1,450,000 and approve bringing the budgets in 2024/2025 and 20205/2026 into 2021/2022 year.	4107.966
Confirmed Council Minutes	Minutes of the decision	4107.966
EOI for Tender	WSP developed expression of interest and response form for load to tenderlink.	4107.966
Council Report – February 2020	<p>The EOI process will commence prior to EM approval of the Procurement Plan.</p> <p>EM approval will be sought prior to the RFT stage of the process.</p>	



## Risk Register

Project Name: Mangawhai Balance Tank

Project Number:1-1492.07

Client: Kaipara DC

Prepared by: A Springer (revised by Eros Foschieri)

Version 2

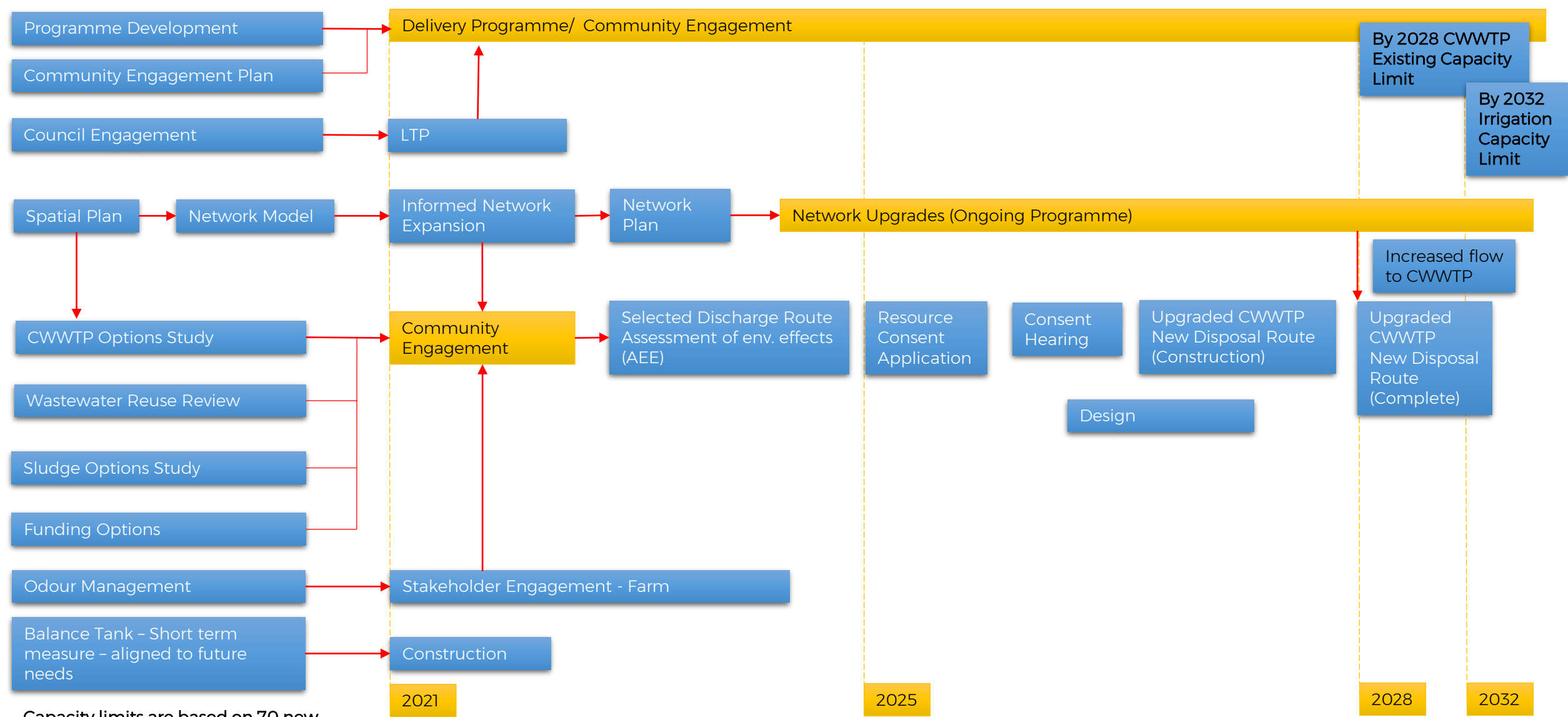
Updated: 17 September 2020

	Risk	Description	Party with Risk	Avoid/ Mitigate/ Manage	Action	Risk Potential \$	Owner
1	Commercial	Project cost exceeds annual budget	KDC	Manage	WSP have undertaken a review of the option, concept level design and cost estimate. Cost estimate of \$1.9 m plus 15% contingency is identified. – In Budget.	\$272k (contingency)	KDC
2	Commercial	Project cost increases	KDC	Manage	Periodic review of project. Identify and agree changes. Request additional funding if needed.		KDC
3	Technical	Geotechnical requirement changes compare to 2007 survey	KDC	Mitigate	Undertaken targeted Geotech investigation. Confirm locations of construction.		WSP to do survey
4	Technical	Bank Stability- The stability of the bank is assumed as outside of previous survey. Risk of increased measures to maintain stable bank.	KDC	Mitigate	Include bank in geotech surveys. Identify risks.		WSP to include in survey
5	Constructability	Screen relocation. It is assumed that the existing screen can be relocated in a 4-6 hour window of no flow to works. If this is not possible, an additional screen	KDC	Mitigate	Plan screen move with contractor. Prepare contingency to enable come back later	\$60k	KDC - Assess in design

	Risk	Description	Party with Risk	Avoid/Mitigate/Manage	Action	Risk Potential \$	Owner
		may be required. Also condition of screen permits relocation.			approach. Or purchase new screen.		
6	Technical	Odour- it is assumed that change from old to new odour systems will occur at a time of low odour generation. Else it may be required to run twin system for a period.	KDC	Mitigate	Consider timing of activity and make risk based decision.	\$20k	KDC - consider in design
7	Technical	Tank cleaning. It is assumed that the tank can be cleaned from a single access platform, washing all debris to the sump for removal by installed pump. It is assumed that washwater is adequate flow and pressure to clean floor to prevent odour. Task is manual.	KDC	Mitigate	Get info on flow and pressure from existing washwater system. If too low, consider auto in tank cleaning, or washwater booster.	\$40k	KDC - consider in design
8	Environment/Compliance	Spills from PS-K. The project is to pass 30 l/s more to the WWTP in storm events. This will improve the Outfall PS situation, but may not address PS-K issue	KDC	Manage	Monitor and record high levels in PS. Confirm response plan in place to tanker excess water.	\$50k	KDC
9	Environment	Wildlife outside of current site fence. Unknown whether any significant ecology to be considered	KDC	Mitigate	Desktop ecology review to lower risk of ecology impact	\$10k	KDC - to instruct WSP
10.	Archaeology	Construction outside of site boundary may impact on archaeology.	KDC	Mitigate	Review scope of previous archaeological studies. If area is out of scope, undertake a desktop review to assess strategy	\$15k	KDC



# Mangawhai CWWTP Roadmap



Capacity limits are based on 70 new connections per year



# Kaiwaka 2021

**Meeting:** Council Briefing  
**Date of meeting:** 3 March 2021  
**Reporting officer:** Jim Sephton & Hamish Watson

## Purpose/Ngā whāinga

To provide an update on planned projects in the Kaiwaka and seek direction on Council investment based on available Financial Contributions and available funding.

## Context/Horopaki

Kaiwaka is largely defined by its Rivers and the State Highway. This section of SH1 carries roughly 10,000 vehicles per day, accounting for 12 percent of vehicle movement. Kaiwaka is a key rest stop, offering shops and cafes on the roadside of SH1. Whilst the state highway brings economic benefits, it is a significant severance for the township and a source of safety concerns.

What we don't fully know is the effect on Kaiwaka when the Whangarei to Te Hana motorway project and 4 laning of the Whangarei to Port Marsden are constructed. Kaiwaka will be one of only three towns located on the state highway between Whangarei and Auckland.

Council has worked with the community and other partners to create joint plans of work. Whilst we have achieved much together, there is a need to balance the expectations of what can be achieved in the short term whilst looking towards a growing Kaiwaka as recognised in the Spatial Plan.

## A Growing Kaiwaka

Kaiwaka's population as at 2019 was 2,217 and is projected to grow by 438 by 2051 according to Infometrics modelling StatsNZ and Census data.

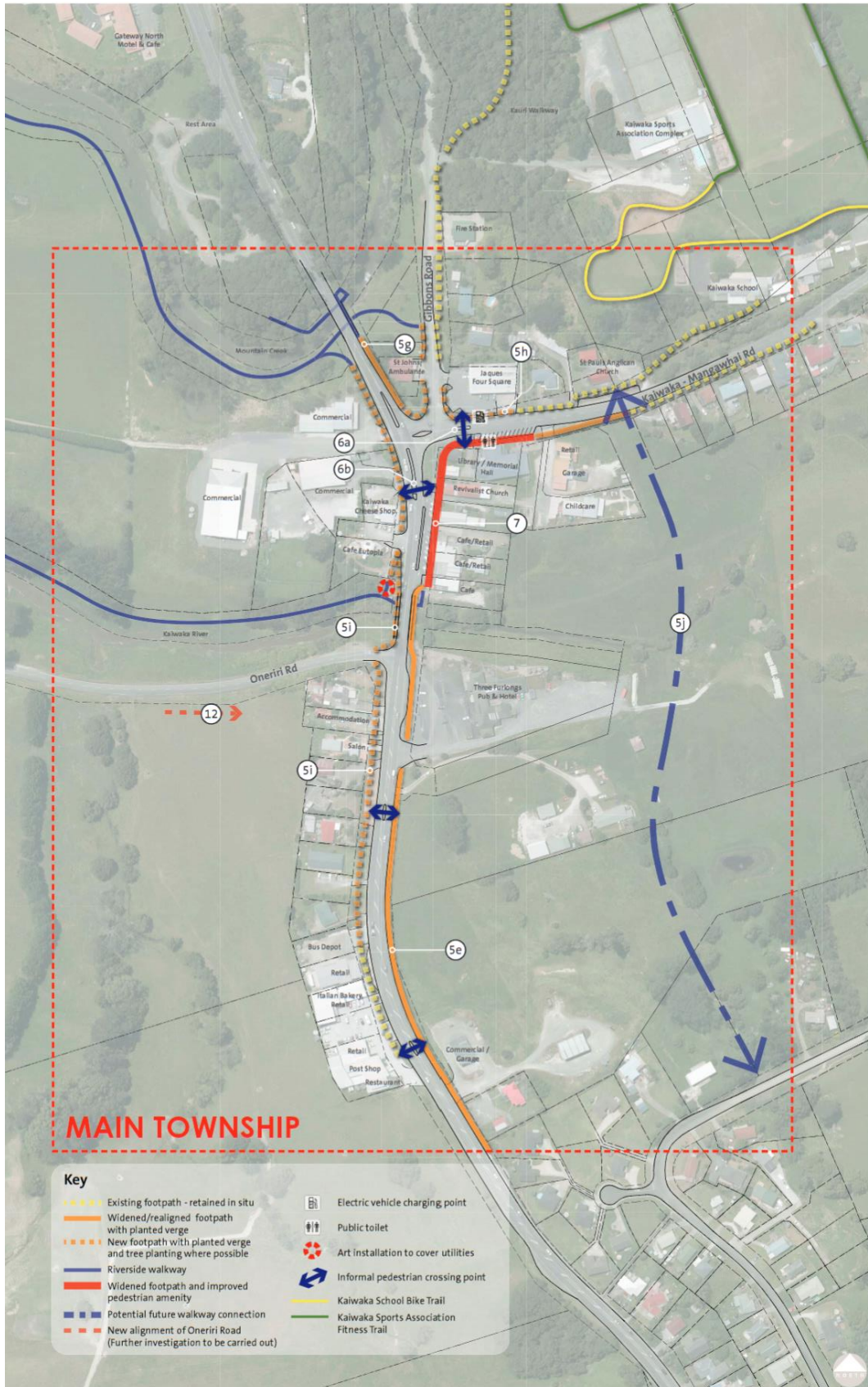
In line with the districtwide household projections, household growth at a sub-district level is stronger than population growth, as decreasing average household sizes mean that more houses are required to house the same population. In 2019 there were 875 households in Kaiwaka, with project growth of 329 by 2051.

Area	Forecast population 2026	Years 1 – 5 Growth	Forecast population 2031	Years 6 – 10 Growth
Kaiwaka	2,403	1.45%	2,520	0.9%
Mangawhai	7,630	4.63%	9,040	3.4%
Kaipara District total	26,839	1.76%	28,524	1.23%

A Joint Programme for the Auckland **and Northland Corridor** will be developed with the Ministry of Housing and Urban Development and Waka Kotahi in 2021. The current focus for Waka Kotahi is improving the safety of the corridor and provide greater transport choice and access for freight, visitors and the growing communities south of Whangarei.

## The plan for Kaiwaka

In 2016 a **Township Improvement Plan** ([Appendix A](#)) was established for Kaiwaka which was updated in July 2019 (Appendix A). A focus of this plan was establishing a joint work programme between the community, NZTA and KDC. Several projects have been completed in Kaiwaka and others are in development.



## Completed projects

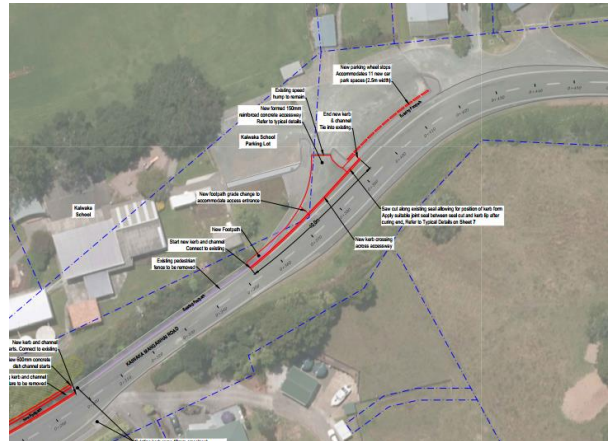
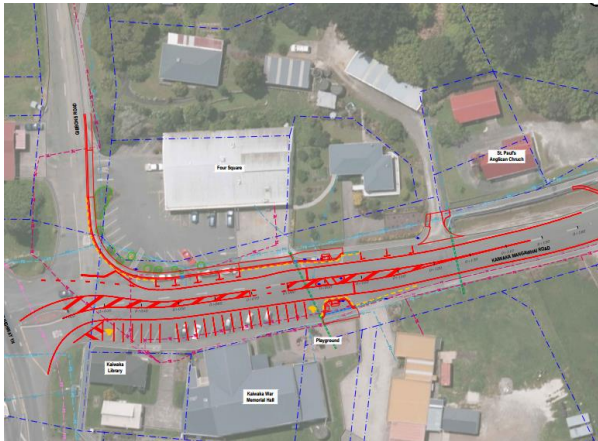
Map #	Action/Project	Responsibility	Timeframe	Funding
4a	New underpass connection from north eastern end of Mountain Creek bridge connecting to the rest area on west	KDC	16/17 financial year	KDC contribution from Community Development Fund
5b	Improved footpath to Café Eutopia from Kaiwaka River Bridge underpass and riverside walkway	KDC	16/17 financial year	KDC contribution from Community Development Fund
5d	Install signage highlighting existing concrete footpath to school from Kaiwaka Mangawhai Road	KDC	16/17 financial year	KDC contribution from Community Development Fund
5e (part)	Planted verge along existing footpath on eastern side of SH1 from main shops to the start of residential area	KDC	Begin 16/17 financial year	KDC contribution from Community Development Fund
5f	New footpath with planted verge and street planning along western side of SH1 just north of the commercial area to connect up to pedestrian refuge	KDC/NZTA	2016-2017 to align with installation of pedestrian refuge (NZTA)	NZTA funded for new connecting footpath KDC contribution from Parks budget for street planting
6c	Pedestrian refuge/s on SH1 in proximity to commercial area (near Italian Bakery)	NZTA	16/17 financial year	Funded
8	Art Installation to screen water utility/improve underpass amenity	KDC/Café Eutopia & Kaiwaka Community	16/17 financial year	KDC contributed \$4,000 from Community Development Fund
9	Improved bus stops amenities	KDC	2016-2021	2016-2017
10	Street tree planting on road reserve along SH1 between commercial area and Oneriri Rd	KDC & Kaiwaka Community	Begin 16/17 financial year	KDC contribution from parks budget
11	"Your Speed" road safety feedback sign	NZTA	16/17 financial year	Funded – Installed October 2016
15	Re-aligning the slip lane access way at the Kaiwaka shop parking area to ensure that a vehicle approaches the exit at a 90 degree angle	NZTA	17/18 financial year	Funded



The following projects are funded and are being developed through to construction

### Kaiwaka School Footpath Extensions

- Construction of a new footpath will commence shortly connecting the missing elements on Kaiwaka-Mangawhai Road.
- Renewing path in and around the shopping centre area.
- Providing a new crossing point near between the playground and 4Square business.
- A path to tie in the bridge project (new path and bridges/connections) and take it to the path being constructed around the 4Square business.



### Kaiwaka Footbridges

The footbridges were identified in the 2016 Kaiwaka Township Improvement Plan, the reviewed plan in 2019 and the 2020 Spatial Plan. In July 2020 the Kaiwaka footbridge project was granted \$750,000 from the Provincial Growth Fund to build two footbridges. The aim of the footbridges is to provide safer access across the rivers alongside SH1 and join to road underpasses that connect the township. Consultants have been investigating the concept and design and KDC staff are working with engineers and surveyors, and representatives of DOC to develop the scheme

Consultation with the community in December 2020 identified the preferred option for the bridge location is the western side of SH1 linking up to McLean Park and the Southern bridge linking Oneriri Road and the underpass.

MBIE funds will be used for the footbridges and some footpaths. Additional footpath linkages will need to be funded by Council through the Transportation Safety budget.



## Kaiwaka Wastewater Renewals \$228k

The Kaiwaka Wastewater plant was significantly upgraded in 2020 with a package membrane plant.

As part of the 3Waters reform funding the design and construction of 0.8km wastewater pipe renewals is underway. Estimated at \$400k this will commence February 2021 and completed February 2022.



## Roading Maintenance

- Finishing early February an unsealed rehabilitation of the full length of Gibbons Road (3.8 km), which has included culvert renewals, water tabling, localized widening and vegetation trimming. This work ties in with the start of the Capital Work slip repair.
- The Gibbons Road Slip design is complete and NTA are currently awaiting resource consents from NRC and KDC for earthworks and a safety audit. The plan is to commence the construction work mid to late March 2021. Total project budget is approximately \$400k
- Similar improvement works to Gibbons have recently been completed through the full unsealed length of Settlement Road. These were completed in time for Christmas and have held up well with the holiday traffic.
- NTA completed the seasonal pre re-seal repairs within the Kaiwaka area late last year and will be undertaking a network wide crack sealing round starting end February, which includes several roads within the Kaiwaka area.
- Work will be starting on mill and fill bridge approach improvements on Oneriri Road, planned for February/March.

## Kaiwaka Spatial Plan

The future plan for Kaiwaka is now largely contained within the **Kaiwaka Spatial Plan** and the associated projects (for KDC) incorporated within the Long Term Plan.

THE SPATIAL PLAN, Kaiwaka

### Part 4 | Kaiwaka\_Key Moves

#### Legend










##### Live | Work | Learn

-  School / Special Land Use
-  Existing Residential Intensified
-  New Low Density Housing
-  New Medium Density Housing
-  New High Density Housing
-  Intensified Commercial / Mixed Use
-  New Commercial / Mixed Use
-  Intensified Industrial
-  New Industrial

##### Environment | Public Space | Productive Landscapes

-  Rural Land / Productive Land
-  Open Space / Public Access
-  Proposed Ecological Network / Riparian Buffer
-  Waterways

##### Movement | Connectivity

-  Proposed Road Connections
-  Upgrade Existing Streets
-  Kaiwaka School
-  Wharf
-  Cycle / Walk Connections
-  Possible Future Cycle / Walk Connections (Further Investigation Required)
-  Train Station
-  Rail Line
-  Upgrade Intersection



## The spatial plan for Kaiwaka envisions the:

- Expansion of the existing shops and creation of a new town centre off SH1 and beside Kaipara River
- Reduce speed of vehicles through Kaiwaka and significantly improve the environment for pedestrians and cyclists
- Create a new open space and public access network
- Identify, establish, and protect green and blue networks as part of new developments to protect waterways, create ecological connections and stabilise steep and erodible slopes
- Develop business and residential area around new town centre, schools and sports ground
- Create new road behind existing commercial buildings west of SH1, creating a new intersection at Kaiwaka/Mangawhai and Oneriri Roads
- Integrate two new signalised crossings on SH1
- Develop new industrial area north of Kaiwaka on SH1
- Create greenfield reserve as a buffer between new industrial area and new town centre
- Develop walking and cycling network around new town centre and through existing and new residential areas
- Introduction of effective working relationships with existing landowners to instigate riparian planting alongside rivers/streams in rural areas to help create shared access in and around Kaiwaka



## Discussion/Ngā kōrerorero

### Funding growth in Kaiwaka

The Draft LTP proposes Development Contributions from 1 July 2021 for Kaiwaka for the first time. This includes

• Stormwater	\$2,032	
• Wastewater	\$1,465	
• Roothing	\$2,364	
• Community	\$ 496	Total \$6,357

Development Contributions will be directed towards expansion of the existing stormwater and wastewater systems. They will fund the investigation of roading network extensions including the Oneriri Road Intersection and Eastern Connections – subject to NZTA funding.

### Kaiwaka and surrounds catchment reserve contributions

A Financial Contribution is also sought from Developments. A 5% financial contribution or in some cases land can be provided for reserve purposes in lieu. The table below illustrates the current balance together with projects proposed to be constructed in the LTP

<b>Opening balance 1 July 2018</b>	<b>\$368,667.00</b>
Funds received 1 July 2018 to 30 June 2019	\$156,435.00
Funds received 1 July 2019 to 30 June 2020	\$63,653.00
Expenditure by project for 2018 - 19 year	
No projects	0.00
Expenditure by project for 2019 - 20 year	
12112 Kaiwaka Fitness Trail Equipment	-\$52,174.00
<b>Balance at 1 July 2020</b>	<b>\$526,581.00</b>
<b>2020- 21 year</b>	
12113 Rangiora Rd Reserve Development	-\$69,268.00
Expected Funds to be received	\$63,000
<b>2021- 24 years</b>	
Rangiora Rd Reserve Development	-\$240,000
Car park sealing	-\$250,000
Expected Funds to be received	\$177,000
<b>Expected Balance at end June 2024</b>	<b>\$107,313</b>

## Prioritising investment

The Kaiwaka Township Improvement Plan has been progressed however it is apparent that there are projects at different stages being considered.

Funding has been removed from Township Improvement Plans for 2021 and the focus is on delivering the Capital Programme.

Therefore, there is a need to determine which projects are prioritised. This paper provides an outline of which projects are proposed to be progressed, scope clarified or delayed. Consultation with the community on this approach will be undertaken to relay key messages and where appropriate, seek direction.

Table key identifying which projects which are:

Progressing
Proposed to progress but requires scope clarification
Require funding clarification
Proposed to be delayed

Officers have reviewed the projects and based on the direction provided by Council as part of the Long Term Plan proposed the following

Progressing	Kaiwaka Sportsground Carpark Welcome to town gateway signage (with NZTA) Footbridges – funded by PGF
Proposed to progress but requires scope clarification	Rangiora Road
Require funding clarification	
Proposed to be delayed	Riverside walkway loop

The table over provides further details of the projects

Map #	Action/Project	Responsibility	Timeframe	Update/Action
1a & 1b	"Welcome to" town gateway signage (community) at northern and southern ends of town	Kaiwaka Community	2019-2020	<ul style="list-style-type: none"> <li>KDC Community Development budget has set aside \$5,000 towards this project - TBC if budget is still available</li> <li>The NZTA consent application needs to be submitted and the conditions met prior to sculptures being erected.</li> <li>Te Uri O Hau to confirm to KDC they approve the sculpture design</li> </ul> <b>2021 –</b> <ul style="list-style-type: none"> <li>Kaiwaka Can &amp; KDC staff are working on the concept, Waka Kotahi conditions and resource consent.</li> </ul>
3	Riverside walkway loop (alongside Mountain Creek and Kaiwaka River, connecting to main shops and Kauri Walkway)	KDC Parks & Reserves & Kaiwaka Community		No funding for general Township Improvement Plans in LTP. Project could be considered as part of any future development of this peninsula.
2a	Gateway threshold treatment at southern end of town (Red Zone)	NZTA	2016-2021	Discussion with NZTA required
2b	Gateway threshold treatment at northern end of town (Red Zone)	NZTA	2016-2021	Discussion with NZTA required
4b	Install handrail on Mountain Creek Bridge connecting to underpass	NZTA	2016-2021	NZTA have indicated that they will not undertake this work as the pathway is identified for maintenance only. The proposed footbridge would reduce the need for this path to be used.
5a	New footpath with planted verge outside the Kaiwaka Cheese Shop	NTA	2016-2021	Would need to redirect footpath budget
5c	New footpath along western side of Gibbons Road from start of the riverside walkway	NTA	2016-2021	Recommended to include as part of the Kaiwaka Footbridge project. May require additional FC funding.
5e(part)	Widening of existing footpath on eastern side of SH1 between the shops and residential area	NTA & NZTA	2021-onwards	Would need to redirect footpath budget Likely involve reducing carriageway width
5g	Widening/realignment of footpath with planted verge along SH1 from Kaiwaka Mangawhai Rd to Mountain Creek Bridge	NTA	2021-onwards	Identified as a priority at Community & District Plan Meetings however as noted above, this path becomes redundant if the footbridge is built.
5h	New footpath along the corner of Gibbons Road and Kaiwaka Mangawhai	NTA	2021-onwards	Under construction

	Road outside the Four Square			
5i	New footpath with planted verge along western side of Sh1 from commercial area to Café Eutopia (inclusive of new footbridge across Kaiwaka River)	NTA	2021-onwards	Kaiwaka Footbridge project – may need to support additional FC or footpath funding allocation
5j	New parallel link between Marshall Road and Kaiwaka- Mangawhai Road.	Option 2 - NTA	2021-onwards	This is part of a growth project and funding subject to NZTA approval Identified as a priority at Community & District Plan Meetings
6a	Pedestrian crossing on Kaiwaka Mangawhai Rd	NTA	2021-onwards	To be completed, identified in the Kaiwaka-Mangawhai Rd Safety Improvement Plan 2020
6b	Pedestrian refuge on SH1 south of SH1/Kaiwaka-Mangawhai Rd intersection	NZTA	2021-onwards to align with KDC footpath improvements and median barrier	Discussion with NZTA required
6d	Pedestrian refuge on SH1 at southern end of the Kaiwaka Township (Hastie Lane)	NZTA	2016-2021	Discussion with NZTA required
7	Improved street amenity for main town – widened footpath and public space including signage and street planting. Realignment of kerb, reconfigured	KDC	2021-onwards Request funding in Council's Long Term Plan	No funding for general Township Improvement Plans in LTP
12	Realignment of Oneriri Rd intersection	KDC & NZTA	Engineer engaged on 16/17 financial year to assess and provide future options	Identified as a priority at Community & District Plan Meetings  This is part of a growth project and funding subject to NZTA approval
13	Story boards displaying local history and culture	KDC, Te Uri O Hau & Kaiwaka Community	2019-2020	Te Uri O Hau has identified the concept they want to erect
14	Rest Area Improvements in McLean Park	KDC, DOC, Te Uri O Hau & Kaiwaka Community		There is currently no funding or resources available.  Noted that Kaiwaka is identified as key rest area within the NZTA Twin Coast Business Case  A Management Agreement would need to be developed between DOC and NZTA for KDC to take over management of the park.

### New projects identified at community consultation meetings held in March and April 2019

Action/Project	Responsibility	Comment
Installation of the Kaiwaka Sports Fitness Trail	KDC – Parks & Reserves & KSA	KSA to apply to the Reserve Contribution Contestable Fund - COMPLETED
Development of the Rangiora Rd Reserve & Boat Ramp - Point Curtis Boat Club	KDC – Parks & Reserves & Point Curtis Boat Club	There is currently \$240k allocated in the Draft LTP over 2 years. Need to confirm direction as the Engineers Estimate is \$639k.
Two Pedestrian Footbridges - Oneriri Rd creek and Mountain Creek	KDC & NTA	PGF funding received in 2020
Re-Development of McLean Park to include a wharf	KDC, DOC, NZTA	There is currently no funding or resources available for this project.
Development of Car Park Oneriri Rd intersection	KDC – Parks & Reserve	There is currently no funding or resources available for this project.
Pathways from Oneriri Rd to Eutopia & under bridge to Mormor's cafe	KDC Parks & Reserves	Kaiwaka Bridges Project. May require additional FC funding
Weir Construction	Kaiwaka Community	Kaiwaka community to discuss with NRC
Keep Streams Clean	Kaiwaka Community	Kaiwaka community to discuss with NRC
Planting & tree removal – <ul style="list-style-type: none"> <li>Oneriri Rd intersection up to Eutopia car park</li> <li>Eastern side of bridge by Mormor's Cafe</li> </ul>	Kaiwaka Community	Community organisations can <ul style="list-style-type: none"> <li>make an application to KDC Community Grants Fund for assistance</li> <li>request support from NRC weed removal programme</li> </ul> Budget set aside for eastern side and will be completed alongside southern footbridge installation
Illumination under bridge	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance
Potential Light Sculptures	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance - the community have a lighting project in place and lighting is being installed
Landscaping of picnic area by Mormor's Cafe	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance

## Projects in the LTP – 2021 to 2024

### Rangiora Boat Ramp

Council was approached (circa 2014-15) by the Point Curtis Cruising Club to look at upgrades to the existing boat ramp on Rangiora Road. Concept plans were developed and in 2018 letters were sent out asking for feedback from the wider community. The immediate neighbours of the boat ramp overwhelmingly agreed with the development and only one did not agree due to the possible increased use of the road.

In 2019 a community meeting to discuss the Township Improvement Plan and any other projects the community wanted/supported. The Rangiora Boat ramp development was raised at this meeting and had good support from the wider community.

KDC officers developed a scope and WSP were engaged through the Professional Services Panel to provide engineering designs and engineer's estimates to construct based on the original concepts drawn up for the community. These concept plans include sealing or concreting the area above the boat ramp up to and including the new boat carpark area with stormwater controls, along with development of the reserve by creating a usable green space with picnic tables, public toilets, lighting and a wetland area (Attachment D)



Current engineers' estimates are \$639k for the entire project. With the current allocated budget, we would look to just develop the boat ramp and carpark at this stage, (need to confirm once we have final design and engineer's estimates). The community have been consulted during the process and are in agreement with this staged approach.

Throughout 2020 KDC have kept the community informed of the progress, provided regular updates and gained feedback by way of emails, phone calls and meetings with members of the Rangiora Boat Club and community representatives. Some members of the community have indicated that they would be interested in participating in assisting with providing plants and planting which may help ease some costs.

Direction is sought with regards to reducing scope to deliver a scheme within the current LTP budget of \$240K



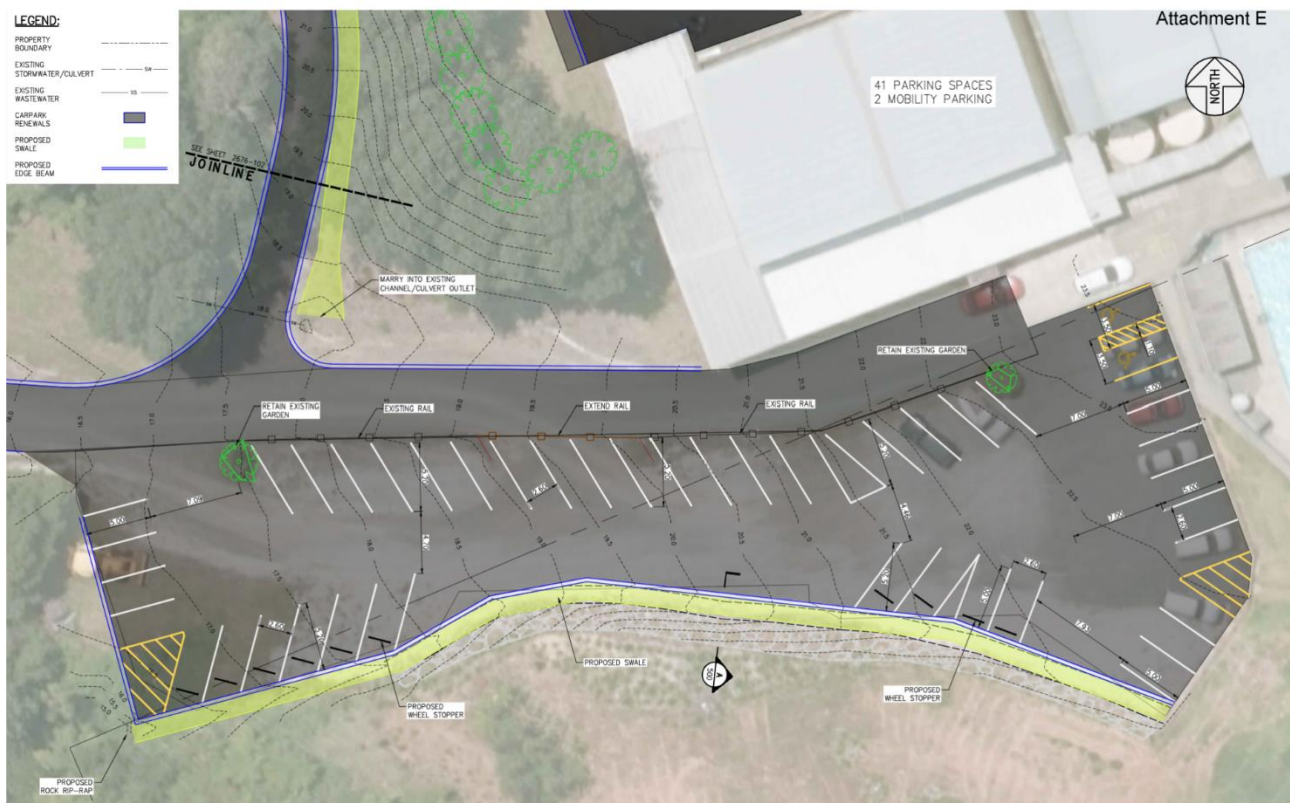
## Carpark Sealing

This project was raised with KDC by the Kaiwaka Sports Association. It received strong support from community feedback sessions. A scope has been developed and consultants engaged through the Professional Services Panel to undertake ground investigations to identify what would be required to seal the two carpark areas. Plans have been developed including stormwater controls and line marking. These carparks may need to be completed in two stages dependant on budgets (Attachment E)

The budget required for this entire project is \$450k. Currently \$300k is allocated in the draft LTP (\$50K in year one and a further \$250K in year two) in the carpark sealing budget.

Direction is sought

- Utilise future year car park sealing budget to complete the project as scoped
- Complete one of the car parks in year 2 and another in year 3



## Kaiwaka Bush Kauri Path

This project arose after investigations were completed for the Kaiwaka Domain bush reserve testing for kauri dieback. It was found that the Kaiwaka Domain did not have Kauri Dieback.

4Sight Consulting was engaged to do a risk assessment and recommendations report for KDC. The report provided information on management or mitigation options to reduce the risk of kauri dieback disease within the Reserve.

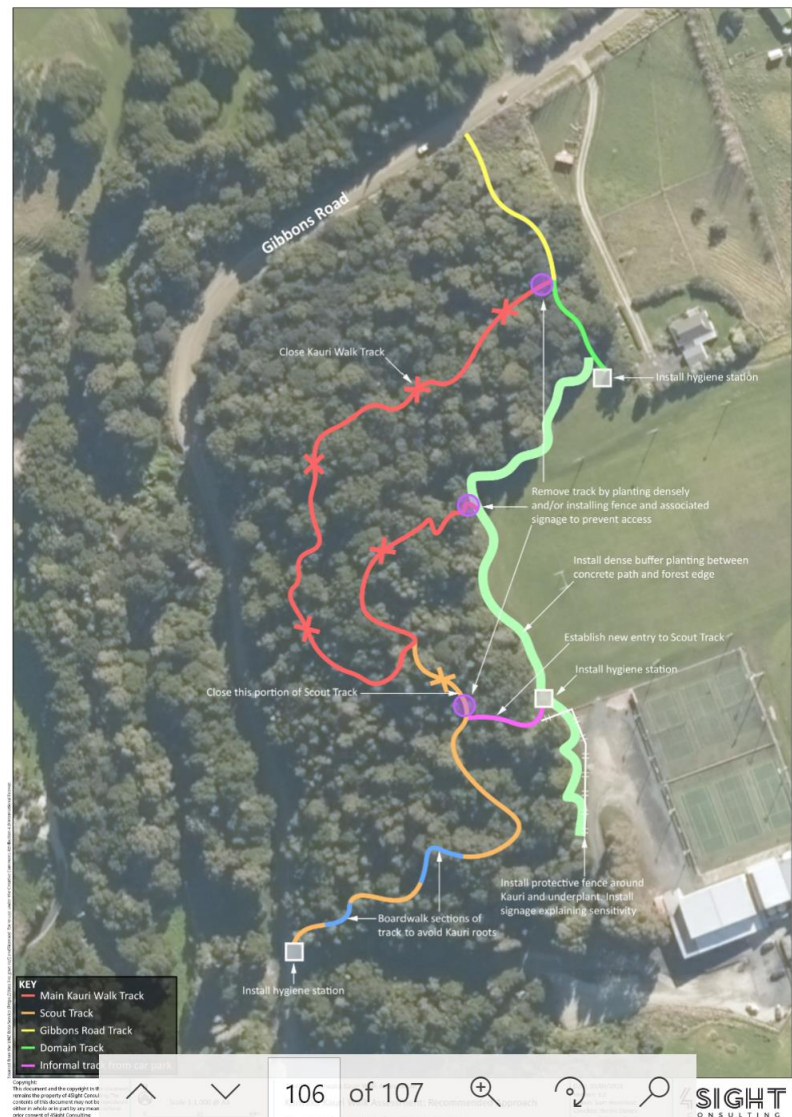
Multiple options were identified that varied from closing the track, partial closures, do nothing or boardwalks with plantings and fencing high risk areas.

All these options have varying levels of costs from \$0 to approximately \$600K as outlined in the report (Attachment F)

The recommended option is - Close Main kauri walk track and part of Scout track, partial boardwalk, hygiene stations, fencing isolated kauri, buffer edge planting

This option provides for the second lowest level of risk while still maintaining the two key walkway linkages that might be used as short-cut access routes by local residents and users of the Domain. This option reduces the amount of costly infrastructure such as boardwalks, as the option includes closure of the Main Kauri Walk track with a high abundance of kauri close to the track, and a limited amount of boardwalk is required on the retained Scout track.

It was identified as a project in the \$1.6m redeployment package. However, it did not meet MBIE requirements regarding vegetation clearance. It is likely there will be external funding (Ministry Primary Industries) for works associated with Kauri protection.



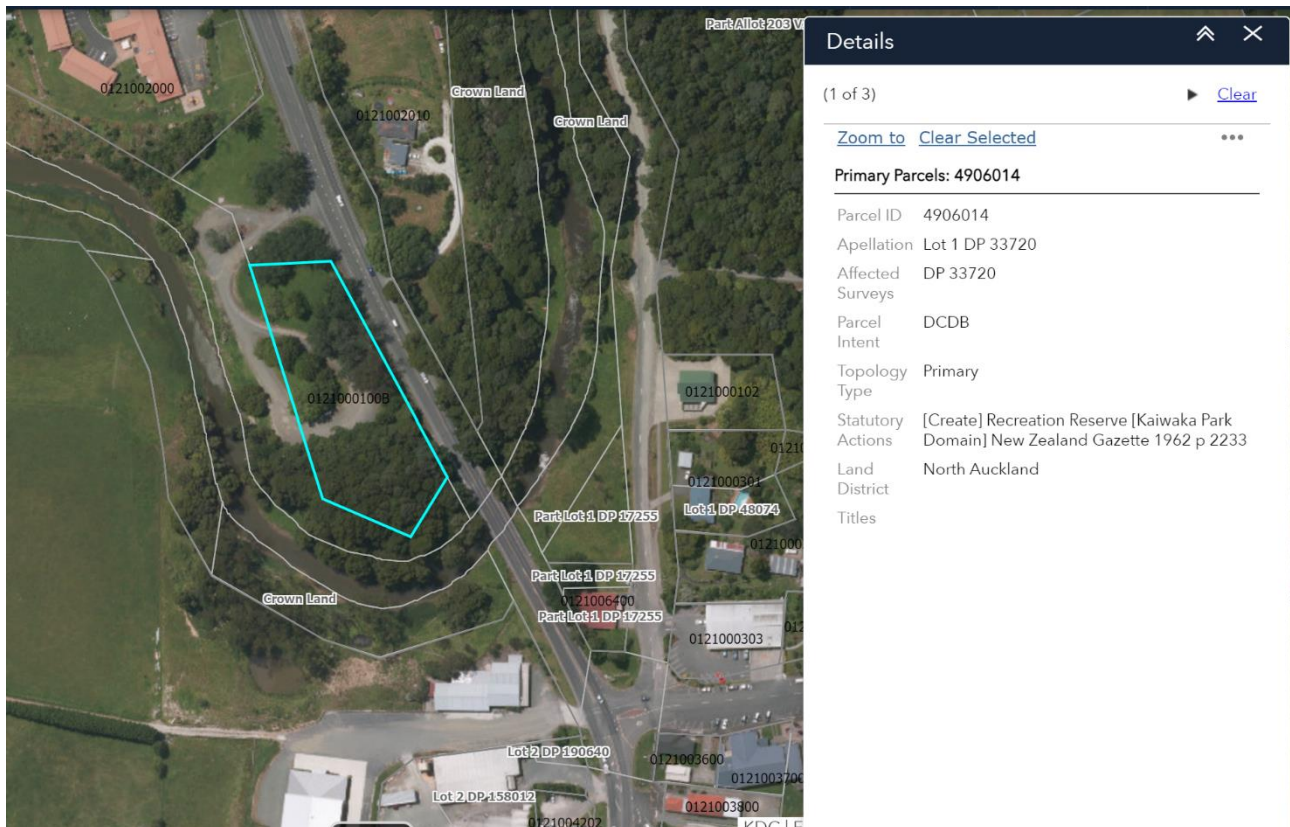
Direction Sought as to whether we should continue to seek external funding (as per the LTP)



## McLean Park

The proposed Western Footbridge links up to McLean Park, and currently the park has three owners, NZTA - Waka Kotahi, DOC and KDC. The park is not being maintained, is generally run down and creates a negative, unwelcoming environment. This park has great potential and is under utilised due to its current state.

The park has historical and cultural significance and staff have collaborated with members of Mana Whenua Quarterly Hui to be informed. The Mana Whenua members have agreed a cultural impact assessment will be completed for the Kaiwaka Footbridges project and McLean Park.



Throughout 2020 KDC staff have worked with DOC to secure a Management Agreement of the Park.

There is no budget in the LTP or resources allocated for work.

In the future, KDC could work with the community and Iwi to ascertain how the park can be developed as a destination area. A community group within Kaiwaka is willing to enter into a Contract for Service with KDC to maintain the park if the Management Agreement is in place.

## Longer Term Projects – 2024 to 2031

The LTP provides a ten year investment programme. Investment in Kaiwaka continues to focus on growth and improving the resilience of the system

### Stormwater

- Kaiwaka SW renewals \$50k year 2024; \$50k year 2028
- Kaiwaka SW growth capital works \$50k year 2028; \$500k year 2029; \$500k year 2030 \*DC 63%

### Solid waste

- Kaiwaka closed landfill \$350k year 2027

### Transport

There are two projects identified in the LTP which are not envisaged to start construction till later in the LTP period. However, the investigation and confirmation of the network with Waka Kotahi is important.

- **Kaiwaka Onerihi Road intersection upgrade** \$250k year 2025 \*DC 38% - A reconfiguration of the Oneriri Road and Kaiwaka-Mangawhai intersections as part of network improvement to unlock commercial land to the west of Kaiwaka.
- **Kaiwaka Eastern network growth** \$500k year 2026 \*DC 50% - Creating a legible and efficient network of walking, cycling and vehicle routes which connect eastern growth areas with the village and other areas.



### Water

There is no provision for water security in the draft LTP. There is a private water supply in Kaiwaka and the implications for this as part of the 3 Waters Reform have not been concluded at this stage.

Officers have considered the potential to connect Kaiwaka to the Maungaturoto System however this was removed from the 2021 Draft LTP

- Kaiwaka water supply and reticulation removed \$4.73m. This was looking at a connection to the Maungaturoto system, providing a more resilient option.

## Do we need a Township Improvement Plan for Kaiwaka?

The Township Improvement Plan has provided a useful tool for aligning community, council and NZTA projects. As a physical document, the challenge is to keep it up to date and there is a risk that it contradicts what is in the LTP and Annual Plan.

An alternative proposal is to create a Kaiwaka Community Plan Website (like Mangawhai) which would allow the plan for investment (community, council and NZTA – others) in the next 3 years to be shared. This could also contain information on key projects and activities.

A website would ensure the community are kept up to date and provide accurate information on the progress of projects. This would capture a wider audience and give them the opportunity to put forward ideas, have ownership over projects and provide a direct communication link with Council staff.

Direction sought as to whether we should continue with a physical Township Improvement Plan document and allocate or move to a web based communication tool

## Next steps/E whaiake nei

Direction from Elected Members will be utilised in forming a consultation exercise with the community to clarify what is happening in Kaiwaka.

Subject to direction, a Kaiwaka Community Plan website will be established so that the community can be kept up to date on projects and key activities

## Attachments/Ngā tapiritanga

	Title
A	Kaiwaka Township Improvement Plan - ( <a href="#">Appendix A</a> )
B	Kaiwaka TIP Update – 2019
C	Kaiwaka Mangawhai Rd Safety Improvement Plan – <b>Site plan only</b>
D	Rangiora Rd Plans - <b>Site plan only</b>
E	Kaiwaka Sports Assn Plans - <b>Site plan only</b>
F	Kaiwaka Domain Reserve Risk Assessment and Recommendations Report



## EXECUTIVE SUMMARY

Kaipara District Council, the NZ Transport Agency and the Kaiwaka community have in partnership, developed a plan to address traffic related concerns experienced in Kaiwaka, while also improving the overall attractiveness of the township. This plan details actions or projects to be carried out within the short to medium term (2016-2021) and further aspirational or longer term actions to achieve the overall vision for Kaiwaka as a safe, connected, green, vibrant and distinctive place. Responsibility of implementing these actions is to be shared between all three parties.

Within the next five years (short - medium term), it is anticipated that the following actions be implemented:

- Pedestrian median island's in key crossing locations
- Welcome to Kaiwaka signage
- Review speed limit in Kaiwaka
- A number of footpath or pedestrian connections installed or improved
- Street tree planting for visual amenity
- Art installation
- Engineering assessment of Oneriri Road intersection and Kaiwaka Mangawhai Road intersection and future potential solutions investigated

Further actions are anticipated to be implemented longer term, in keeping with the overall vision.

Acknowledgement is given to the Kaiwaka Can Community Group which has led to the initiation of this project, and to Scott Dalziel as a member of that group who fatally died in a car crash in Kaiwaka in July 2016.

## 2.2 THE KAIWAKA TOWNSHIP TODAY

### What is the Kaiwaka Township like as a place today?

Today Kaiwaka is a rural township, located approximately halfway between Auckland and Whangarei with a population of 579 at the last 2013 Census. Kaiwaka's location means the town supports the surrounding rural sector, and offers industrial support for the Mangawhai residential area. Kaiwaka also provides a convenient rest stop for travellers using State Highway 1. Shops are clustered throughout the township along the State Highway, rather than in one central accessible area. Historically the main retail and commercial part of the township has been centred along Kaiwaka- Mangawhai Rd and has since spread out along SH1.

Kaiwaka has some long standing family owned businesses, such as Jacques Four square which has been in the same family for three generations. The township also has a number of key community facilities that the community take great pride in, such as the school, sports complex and memorial hall.

In recent years Kaiwaka has been known as 'the little town of lights' for its night time light displays, and it has a vibrant artist community. The township has views of farmland either side of the state highway, and is located within close access to the Kaipara Harbour. The Kaiwaka River and Mountain Creek also run through the township, and notable features such as Pukekaroro Scenic Reserve and Baldrock Mountain are within view.

## 2.3 STATE HIGHWAY 1 (SH 1)

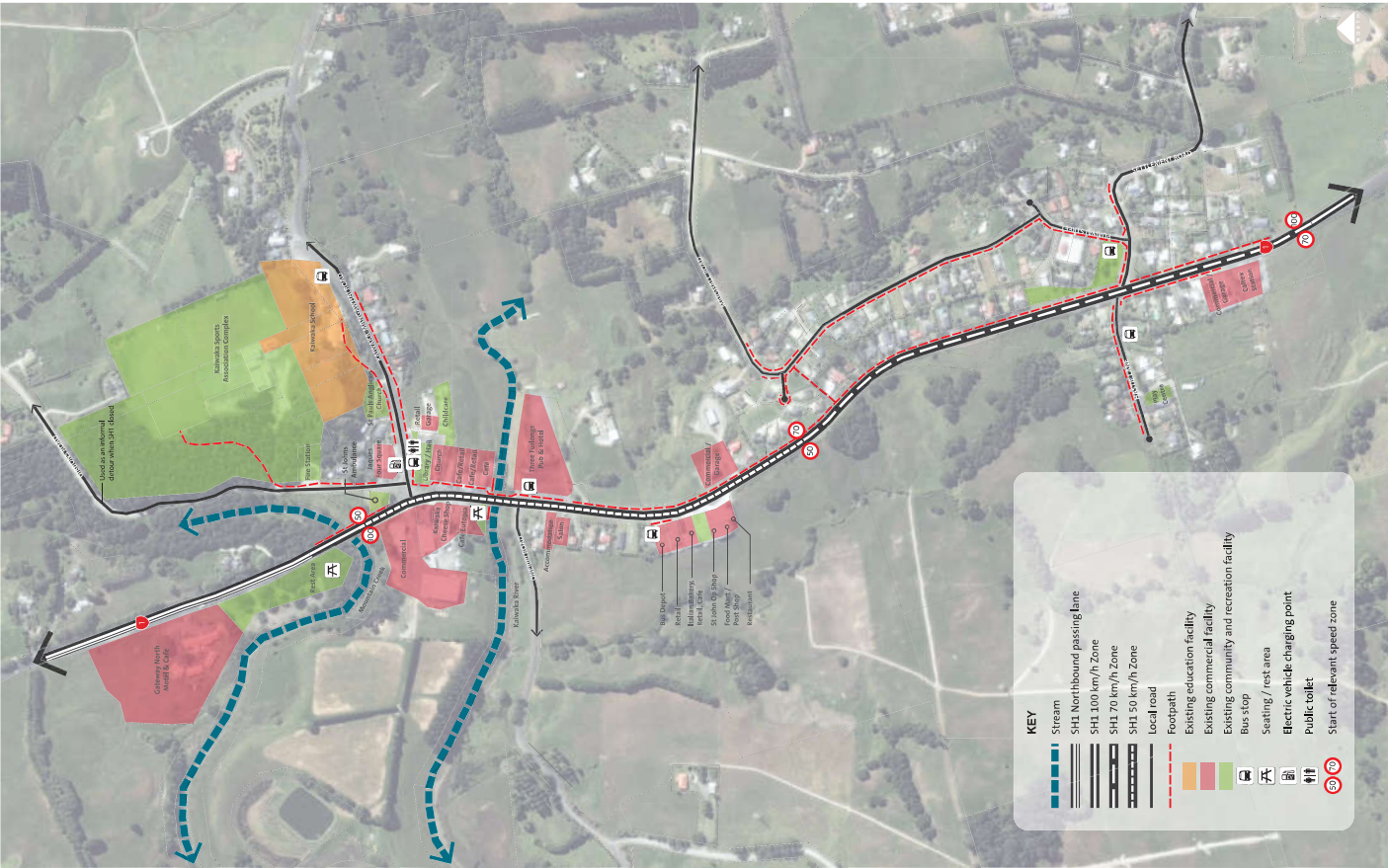
State Highways are roads in New Zealand that form a nationally strategic purpose in moving people and goods nationwide. In contrast to local roads, which are managed by local authorities, State highways are a Crown asset that the New Zealand Transport Agency (NZ Transport Agency) manages on behalf of central government. State Highway 1 is the only highway that runs the full length of the country, from Cape Rēinga in the north to Bluff at the bottom of the South Island.

The Kaiwaka section of SH 1 carries nearly 10,000 vehicles per day on average (12% heavy vehicles) and provides a critical connection between Auckland and Whangarei for freight and the Northland economy. As a National Road, this makes the largest contribution to the social and economic wellbeing of New Zealand, and in this case by connecting the major population centres/ports of Auckland and Northland. For the majority of this traffic, there are currently no alternative routes between these destinations.

The township itself spans either side of SH 1 for approximately 1.5km. As SH 1 is the primary route between Auckland and Whangarei, the street environment within the township is characterised by high volumes of traffic, including a high proportion of heavy freight vehicles. The role of the State highway in this location would be to ensure the safe and efficient movement of vehicles through Kaiwaka Township while balancing the needs and aspirations of the community for a safe and attractive rural township.



MAP 1: EXISTING CONTEXT PLAN

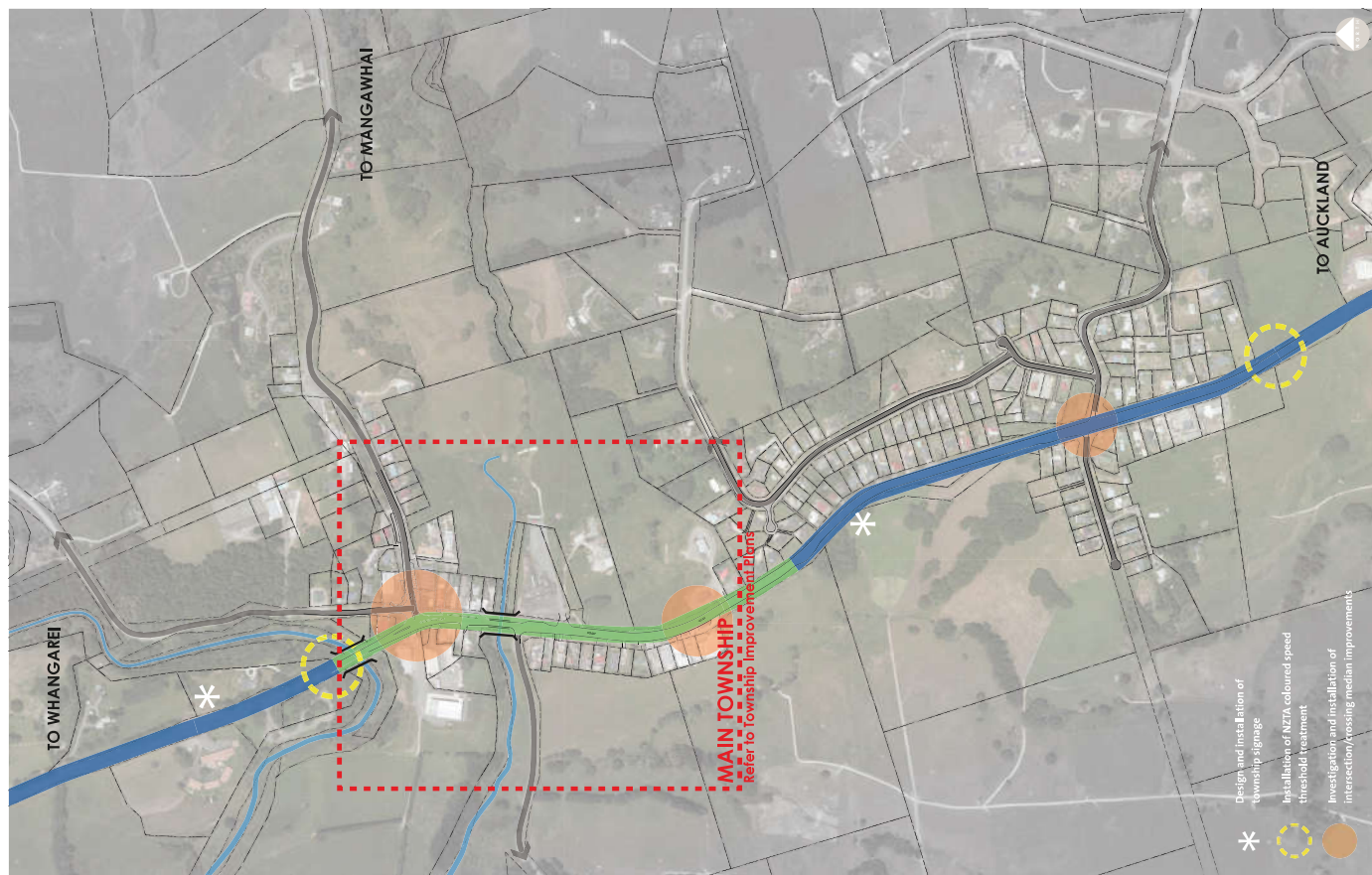


This plan has been prepared by Boffa Miskell Limited on the specific instructions of our client. It is issued for the client's use in accordance with the agreed scope of work. Any use or reliance by a third party is at that party's own risk. Where information has been supplied by the client or obtained from other external sources, it has been assumed that it is accurate. No liability or responsibility is accepted by Boffa Miskell Limited for any errors or omissions to the extent that they arise from inaccurate information provided by the client or any external source.

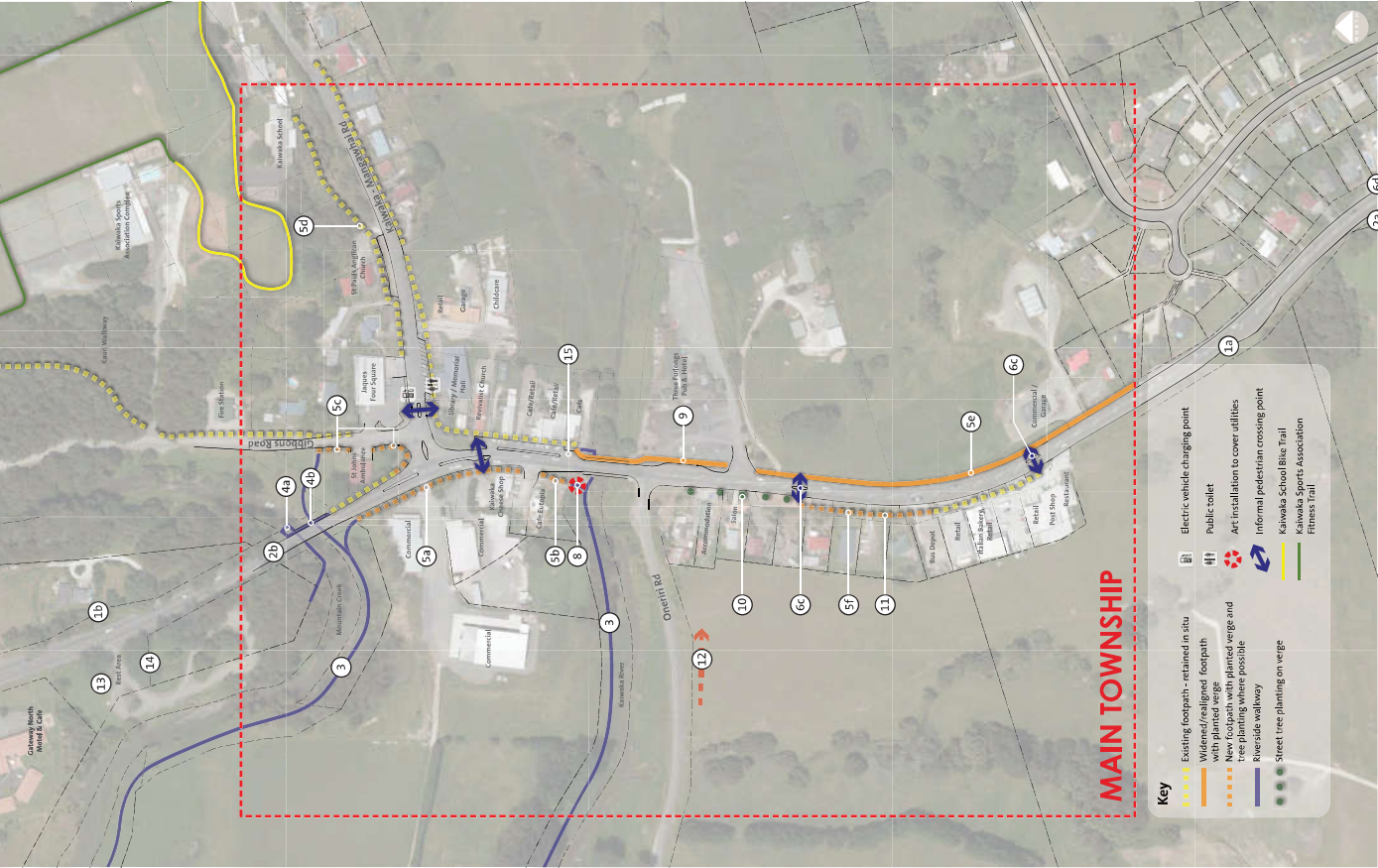
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INDICATIVE ONLY

A15240 KAIWAKA TRAFFIC CALMING  
Existing Context Plan  
| Date: 14 November 2016 | Revision: C |  
Plan prepared for NZTA by Boffa Miskell Limited  
Project Manager: yoko.tanaka@boffamiskell.co.nz | Drawn: APV | Checked: JPo





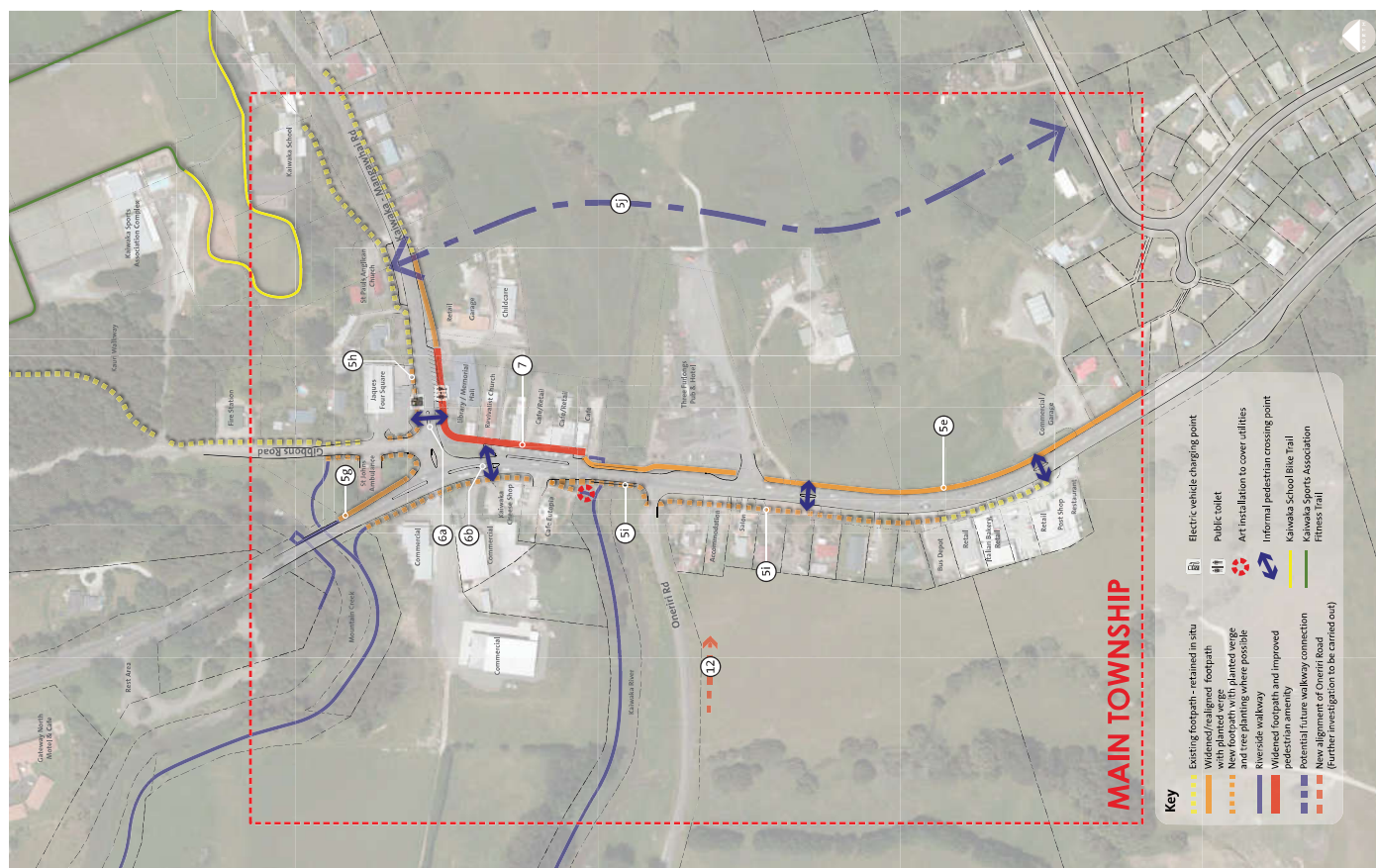


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Legend

INDICATIVE ONLY

A15240 KAIWAKA TRAFFIC CALMING  
Township Improvement Plan - Main Township  
Short to Medium Term (1-5 years, 2016-2021)  
| Date: 18 November 2016 | Revision: C |  
Plan prepared for NZTA by Boffa Miskell Limited  
Project Manager: yoko.tanaka@boffamiskell.co.nz | Drawn: ASm | Checked: JPB



## KAIWAKA TOWNSHIP IMPROVEMENT PLAN 2019 REVIEW

### OVERVIEW

The Kaiwaka Township Improvement Plan was implemented in November 2016, the plan presents an overall long term vision for Kaiwaka, and a set of actions proposed to address the concerns and feedback collected from the Kaiwaka Community and Te Uri O Hau. The plan provided both initial short-medium term (1-5 years) and longer term (5 years+) actions, which support the delivery of the overall vision.

A Community Consultation meeting was held on the 18 March 2019 with the Kaiwaka Community and was attended by over 50 people from the Kaiwaka Community including representation from local Iwi Te Uri O Hau. The purpose of the meeting was:

- to review the Kaiwaka Township Improvement Plan to gain feedback from the community to prioritise the projects within the plan and identify any issues
- to ensure the community had the opportunity to put forward new ideas

The District Plan Review Community meeting was held in Kaiwaka on 8 April 2019 the feedback from the attendees supported the new project ideas identified at the Community meeting.

The information from both meetings has been collated and used to inform the Kaiwaka Township Improvement Plan Review 2019. The common themes have been added to the Plan and will be circulated to the Kaiwaka Community for confirmation. Following this the projects will be included in the reviewed Kaiwaka Township Improvement Plan, opportunities investigated to inform the Annual Plan and Long Term Plan processes.

Kaiwaka Township Improvement Plan Projects Still To Be Completed Or Investigated				
Short Term – Medium Term Actions (1-5 years, 2016-2021)				
No on Map	Action/Project	Responsibility	Timeframe	Update/Action
1a & 1b	"Welcome to" town gateway signage (community) at northern and southern ends of town	Kaiwaka Community	2019-2020	<ul style="list-style-type: none"> <li>• KDC Community Development budget has set aside \$5,000 towards this project</li> <li>• The NZTA consent application needs to be submitted and the conditions met prior to sculptures being erected.</li> <li>• Te Uri O Hau to confirm to KDC they approve the sculpture design</li> </ul>
3	Riverside walkway loop (alongside Mountain Creek and Kaiwaka River, connecting to main shops and Kauri Walkway)	KDC Parks & Reserves & Kaiwaka Community		<ul style="list-style-type: none"> <li>• Investigate options</li> </ul>
5j	New parallel link between Marshall Road and Kaiwaka- Mangawhai Road.	Option 1 - KDC – Parks & Reserves	2021-onwards	<ul style="list-style-type: none"> <li>• Option 1 – New Footpath to be installed</li> <li>• Identified as a priority at Community &amp; District Plan Meetings</li> </ul>
13	Story boards displaying local history and culture	KDC, Te Uri O Hau & Kaiwaka Community	2019-2020	<ul style="list-style-type: none"> <li>• Te Uri O Hau has identified the concept they want to erect</li> </ul>
14	Rest Area Improvements in McLean Park	KDC, DOC, Te Uri O Hau & Kaiwaka Community		<ul style="list-style-type: none"> <li>• Community consultation</li> <li>• Plan concept</li> <li>• Develop an MOU between KDC, DOC &amp; NZTA</li> </ul>

New Projects Identified At Community Consultation Meetings Held in March and April 2019		
Action/Project	Responsibility	To be Investigated
Installation of the Kaiwaka Sports Fitness Trail	KDC – Parks & Reserves & KSA	Option 1 – KSA to apply to the Reserve Contribution Contestable Fund Option 2 – KDC to include in the Kaiwaka Township Improvement Plan
Development of the Rangiora Rd Reserve & Boat Ramp - Point Curtis Boat Club	KDC – Parks & Reserves & Point Curtis Boat Club	Option 1 – Point Curtis Boating Club apply to the Reserve Contribution Contestable Fund Option 2 – KDC to consult with the community to have included in the Kaiwaka Township Improvement Plan
Two Pedestrian Footbridges - Oneriri Rd creek and Mountain Creek	KDC & NTA	To do a feasibility study and then business case if it is identified as a priority
Re-Development of McLean Park to include a wharf	KDC, DOC, NZTA	Investigate options
Development of Car Park Oneriri Rd intersection	NTA & NZTA	
Pathways from Oneriri Rd to Eutopia & under bridge to Mormor's cafe	KDC Parks & Reserves	
Weir Construction	Kaiwaka Community	Kaiwaka Community to discuss with NRC
Keep Streams Clean	Kaiwaka Community	Kaiwaka Community to discuss with NRC
Planting & tree removal –	Kaiwaka Community	Community organisations can
<ul style="list-style-type: none"> <li>• Oneriri Rd intersection up to Eutopia car park</li> <li>• Eastern side of bridge by Mormor's Cafe</li> </ul>		<ul style="list-style-type: none"> <li>• make an application to KDC Community Grants Fund for assistance</li> <li>• request support from NRC weed removal programme</li> </ul>
Illumination under bridge	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance
Potential Light Sculptures	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance
Landscaping of picnic area by Mormor's Cafe	Kaiwaka Community	Community organisations can make an application to KDC Community Grants Fund for assistance

Northland Transport Alliance (NTA) and New Zealand Transport Agency (NZTA) Projects – Still To Be Completed				
No on Map	Action/Project	Responsibility	Timeframe	Action
2a	Gateway threshold treatment at southern end of town (Red Zone)	NZTA	2016-2021	
2b	Gateway threshold treatment at northern end of town (Red Zone)	NZTA	2016-2021	
4b	Install handrail on Mountain Creek Bridge connecting to underpass	NZTA	2016-2021	
5a	New footpath with planted verge outside the Kaiwaka Cheese Shop	NTA	2016-2021	
5c	New footpath along western side of Gibbons Road from start of the riverside walkway	NTA	2016-2021	
5e(part)	Widening of existing footpath on eastern side of SH1 between the shops and residential area	NTA	2021-onwards	
5g	Widening/realigning of footpath with planted verge along SH1 from Kaiwaka Mangawhai Rd to Mountain Creek Bridge	NTA	2021-onwards	<ul style="list-style-type: none"> <li>Identified as a priority at Community &amp; District Plan Meetings</li> </ul>
5h	New footpath along the corner of Gibbons Road and Kaiwaka Mangawhai Road outside the Four Square	NTA	2021-onwards	
5i	New footpath with planted verge along western side of Sh1 from commercial area to Café Eutopia (inclusive of new footbridge across Kaiwaka River)	NTA	2021-onwards	<ul style="list-style-type: none"> <li>Feasibility study and costings to be undertaken</li> <li>Identified as a priority at Community &amp; District Plan Meetings</li> </ul>
5j	New parallel link between Marshall Road and Kaiwaka- Mangawhai Road.	Option 2 - NTA	2021-onwards	<ul style="list-style-type: none"> <li>Option 2 – NTA to investigate a road link</li> <li>Identified as a priority at Community &amp; District Plan Meetings</li> </ul>
6a	Pedestrian crossing on Kaiwaka Mangawhai Rd	NTA	2021-onwards	
6b	Pedestrian refuge on SH1 south of SH1/Kaiwaka-Mangawhai Rd intersection	NZTA	2021-onwards to align with KDC footpath improvements and median barrier	
6d	Pedestrian refuge on SH1 at southern end of the Kaiwaka Township (Hastie Lane)	NZTA	2016-2021	
7	Improved street amenity for main town – widened footpath and public space including signage and street planting. Realignment of kerb, reconfigured	KDC	2021-onwards Request funding in Council's Long Term Plan	
12	Realignment of Oneriri Rd intersection	NZTA	Engineer engaged on 16/17 financial year to assess and provide future options	<ul style="list-style-type: none"> <li>Option 2 – NTA to investigate a road link</li> <li>Identified as a priority at Community &amp; District Plan Meetings</li> </ul>

Completed Projects					
No on Map	Action/Project	Responsibility	Timeframe	Funding	Update
4a	New underpass connection from north eastern end of Mountain Creek bridge connecting to the rest area on west	KDC	16/17 financial year	KDC contribution from Community Development Fund	Completed
5b	Improved footpath to Café Eutopia from Kaiwaka River Bridge underpass and riverside walkway	KDC	16/17 financial year	KDC contribution from Community Development Fund	Completed
5d	Install signage highlighting existing concrete footpath to school from Kaiwaka Mangawhai Road	KDC	16/17 financial year	KDC contribution from Community Development Fund	Completed
5e (part)	Planted verge along existing footpath on eastern side of SH1 from main shops to the start of residential area	KDC	Begin 16/17 financial year	KDC contribution from Community Development Fund	Completed
5f	New footpath with planted verge and street planning along western side of SH1 just north of the commercial area to connect up to pedestrian refuge	KDC/NZTA	2016-2017 to align with installation of pedestrian refuge (NTZA)	NZTA funded for new connecting footpath KDC contribution from Parks budget for street planting	Completed
6c	Pedestrian refuge/s on SH1 in proximity to commercial area (near Italian Bakery)	NZTA	16/17 financial year	Funded	Completed
8	Art Installation to screen water utility/improve underpass amenity	KDC/Café Eutopia & Kaiwaka Community	16/17 financial year	KDC contributed \$4,000 from Community Development Fund	Completed
9	Improved bus stops amenities	KDC	2016-2021	2016-2017	Completed
10	Street tree planting on road reserve along SH1 between commercial area and Oneriri Rd	KDC & Kaiwaka Community	Begin 16/17 financial year	KDC contribution from parks budget	Completed
11	"Your Speed" road safety feedback sign	NZTA	16/17 financial year	Funded – Installed October 2016	Completed
15	Re-aligning the slip lane access way at the Kaiwaka shop parking area to ensure that a vehicle approaches the exit at a 90 degree angle	NZTA	17/18 financial year	Funded	Completed





**DRAWN**

Adam Doar

**NCC JOB #** **CONTRACT #**

1562 -

**INDEX**

SHEET SET	SHEETS
Design Aerial Layouts	1-3
Pedestrian Island Details	1A
Aerial Layouts (Services)	4-6
Design Typical Details	7-9

**DRAWINGS ISSUED**

DATE	STATUS
NOVEMBER 2020	IFC

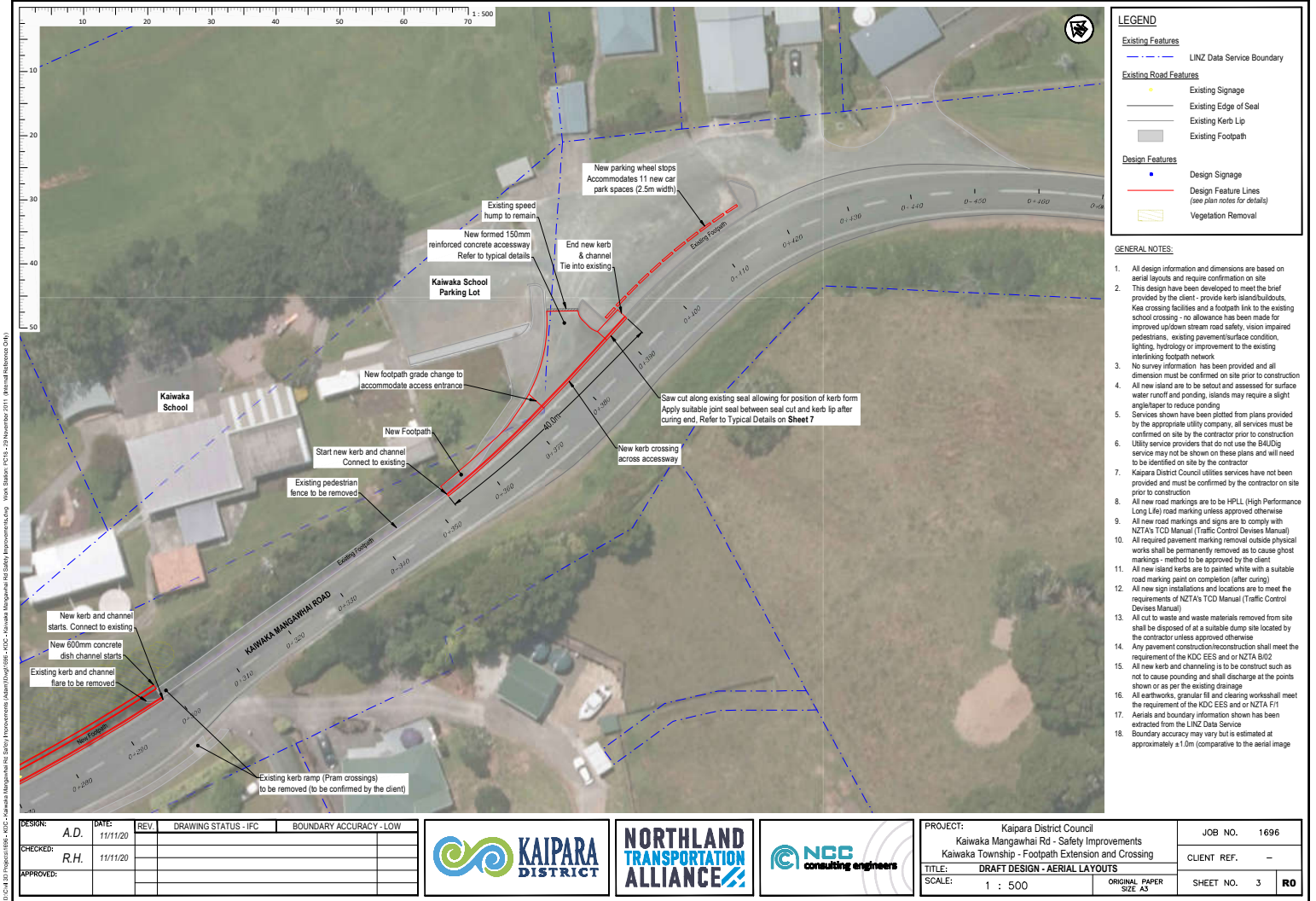












D:\CADD\3D\Projects\1698 - KDC - Kaiwaka Mangawhai Rd Safety Improvements\Kaiwaka Mangawhai Rd Safety Improvements.dwg Plot: 1698 - KDC - Kaiwaka Mangawhai Rd Safety Improvements.dwg 11/11/2011 11:23:29 (Internal Release Only)

DESIGN:	A.D.	DATE:	REV.	DRAWING STATUS - IFC	BOUNDARY ACCURACY - LOW
CHECKED:	R.H.	11/11/20			
APPROVED:					



PROJECT:	Kaipara District Council Kaiwaka Mangawhai Rd - Safety Improvements Kaiwaka Township - Footpath Extension and Crossing	JOB NO.	1696
TITLE:	DRAFT DESIGN - AERIAL LAYOUTS	CLIENT REF.	-
SCALE:	1 : 500	SHEET NO.	3
	ORIGINAL PAPER SIZE A3		<b>RO</b>





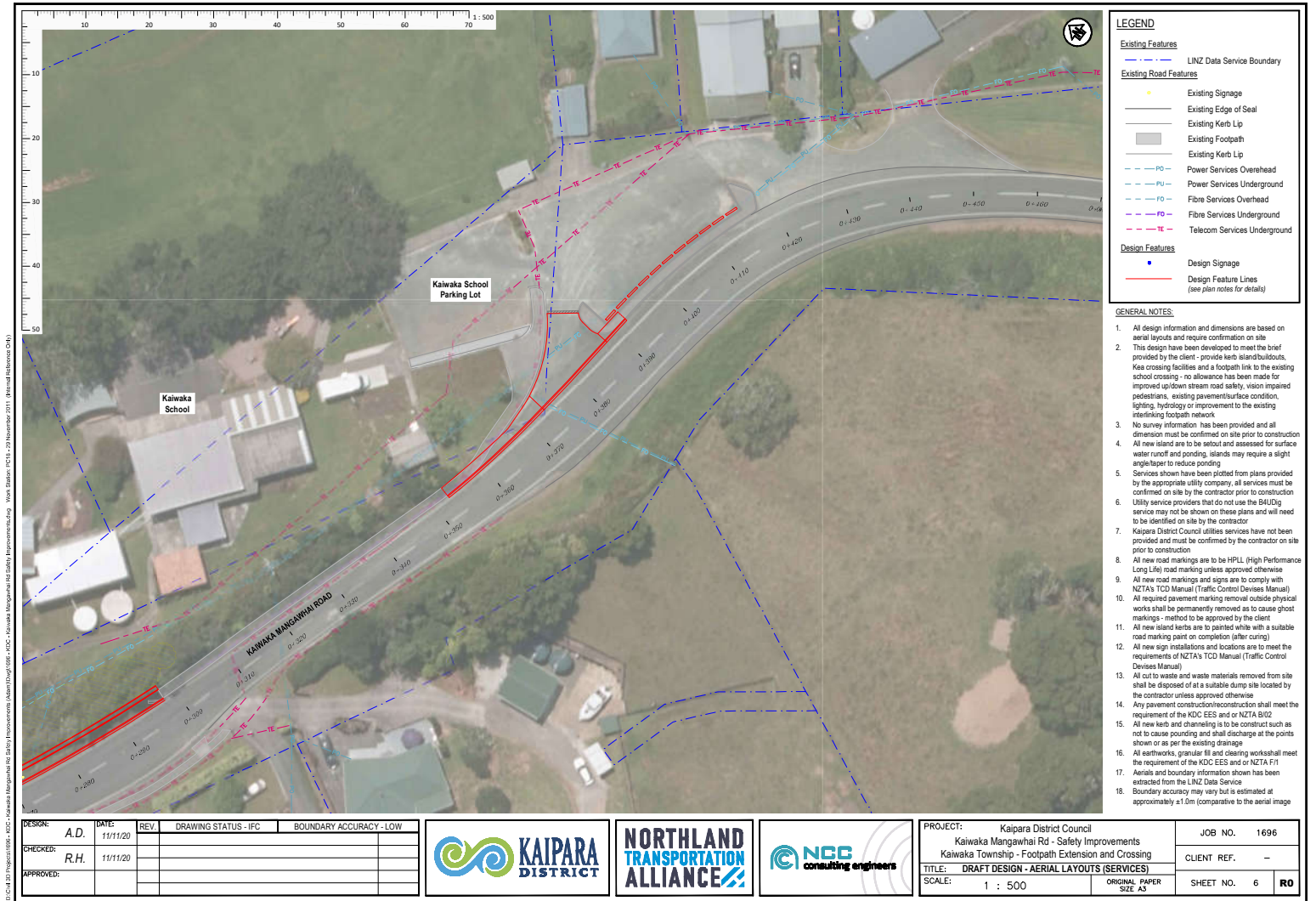


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DESIGN:	A.D.	DATE:	11/11/20	REV.		DRAWING STATUS - IFC		BOUNDARY ACCURACY - LOW	
CHECKED:	R.H.	11/11/20							
APPROVED:									



PROJECT:	Kaipara District Council Kaiwaka Mangawhai Rd - Safety Improvements Kaiwaka Township - Footpath Extension and Crossing	JOB NO.	1696
TITLE:	DRAFT DESIGN - AERIAL LAYOUTS (SERVICES)	CLIENT REF.	-
SCALE:	1 : 500	SHEET NO.	5
	ORIGINAL PAPER SIZE A3		<b>R0</b>



10 February 2021

Hamish Watson  
Parks and Recreation Manager  
Kaipara District Council

## **Rangiora Car Park**

1-14133

Dear Hamish,

Further to our discussions on the 26<sup>th</sup> January, please find attached the detailed design drawing set (Appendix A), Engineers Estimate (Appendix B) and Risk Register (Appendix C) for the Rangiora Reserve carpark upgrade.

The main philosophy of the design was to provide a top-end product, thus to determine the potential cost. A value engineering exercise can then be applied if the construction budget results higher than the Council and community expectations.

Below there are a few key discussion items that WSP wish to highlight to KDC regarding the project.

### **1.1.1 Seismic Review**

Our review from the GNS Database indicates that there are no known active faults within the study area. However, an inactive fault line has been mapped to the south parallel to Rangiora Road. – very low project risk.

### **1.1.2 Geology Desktop Review**

A geological review was undertaken with reference to the Geology of the Whangarei area (Scale 1:250,000)<sup>1</sup> which indicates the geological formation beneath Rangiora Road and adjacent surrounds is underlain by Melange of Northland Allochthon with lithology of [KOM] which locally forms as a thick and extensive unit of the Allochthon with bonding matrix which is predominated by grey mudstones of Mangakahia Complex. The Waitemata Group bedrock is likely below this Melange formation.

Terrain in this area is occupied by mostly rolling hills with little evidence of pre-existent landslide features

Elevated ground watertables are likely to be present throughout the site, adjacent to the Otamatea River foreshore, groundwater levels may be affected by the tidal movement.

### **1.1.3 Geometric Considerations**

The proposed geometric design was developed in accordance with the Kaipara Engineering Standards. The following deviation from standard 5.2.10 (1) *The maximum*

---

<sup>1</sup> Edbrook, 2009: Geology of the Whangarei area. Scale 1:250,000, Institute of Geological & Nuclear Sciences geological map 2. Institute of Geological & Nuclear Sciences Ltd., Lower Hutt, N.Z

*longitudinal gradient and maximum crossfall on any area used for parking, loading and manoeuvring shall be 6%. The design crossfall varies from 4% for the top vehicle parking to 12% for the boat and trailer parking. We believe this deviation to be fit for purpose and low risk due to the nature of users and frequency of use. In order to flatten out the grade significant increase in earthworks would be required.*

#### **1.1.4 Boat Trailer Parking Considerations**

The length and width of the styles for the boat parking have been inferred from Austroads Guide to traffic management, Part 11 and are based on a 6m long vessel and 5.5m long utility tow vehicle.

#### **1.1.5 Subgrade Assumptions**

No geotechnical investigations have been performed by WSP. WSP have based the design on having a minimum CBR of 5. The data from the 2020 pavement pits (supplied by others) has also been reviewed and demonstrates a marginal thickness of pavement. It is therefore recommended a minimum dig out and replace as per typical section.

#### **1.1.6 Stormwater Considerations**

The catchment area has not been modelled and the pipe sizes have been assumed based on engineering experience. It is believed that any potential surcharge will flow downstream into the harbour without any inundation risks.

The design details a soakage field, however no soakage testing has been completed, this is further compounded by the expectance of groundwater. Therefore, two scruffy domes have been specified on the adjacent manholes to act as a bubble up system, with overland flow to Otamatea River. A dry pond has been allowed at the 3m contour (adjacent to the foreshore) as per KDC request.

Head walls adjacent to the carriageway have been specified as transit concrete culvert ends with grating to improve safety for road users, restrict child access and minimise debris entering the piped stormwater network.

#### **1.1.7 Footpath**

The footpath between the disabled carparking space, picnic area and ablution facilities has been designed for disabled access. The footpath north of the ablution facilities is not designed to cater for disabled access to due to the grade being greater than that allowed. If it is essential that disabled access be provided to the water's edge then this could be catered for through a design of a ramp access system. Handrails have been specified in this section to demark a change in treatment.

#### **1.1.8 Engineers Estimate**

An Engineers Estimate has been prepared based on the design. The Engineer's Estimate is derived from a schedule of standard rates, typical NZ construction costs and supplier information. Refer Appendix B. Assumptions for programme and project cost estimates include:

- No significant geotechnical issues
- Works would commence over the summer months
- All works would be completed as a single contract – securing volume of works
- Works would be tendered to a competitive market

### 1.1.9 Project Risk

A number of key project risks have been identified as per the previous workshop between WSP and KDC and approach to minimise impact has been proposed as outlined in the risk register provided in Appendix C. Below we provide a list of the most significant risks:

- **Geotechnical Conditions.**  
Ground conditions have not been investigated. This could lead to the need for unbudgeted remediation or changes in design.
- **Posted Speed Limit.**  
Due to adding 90 degrees parking, the speed limit of Rolleston Road should be reduced from that of 100km/hr to 50km/hr.

Appendix A – Detailed Design Drawings

Appendix B – Engineers Estimate

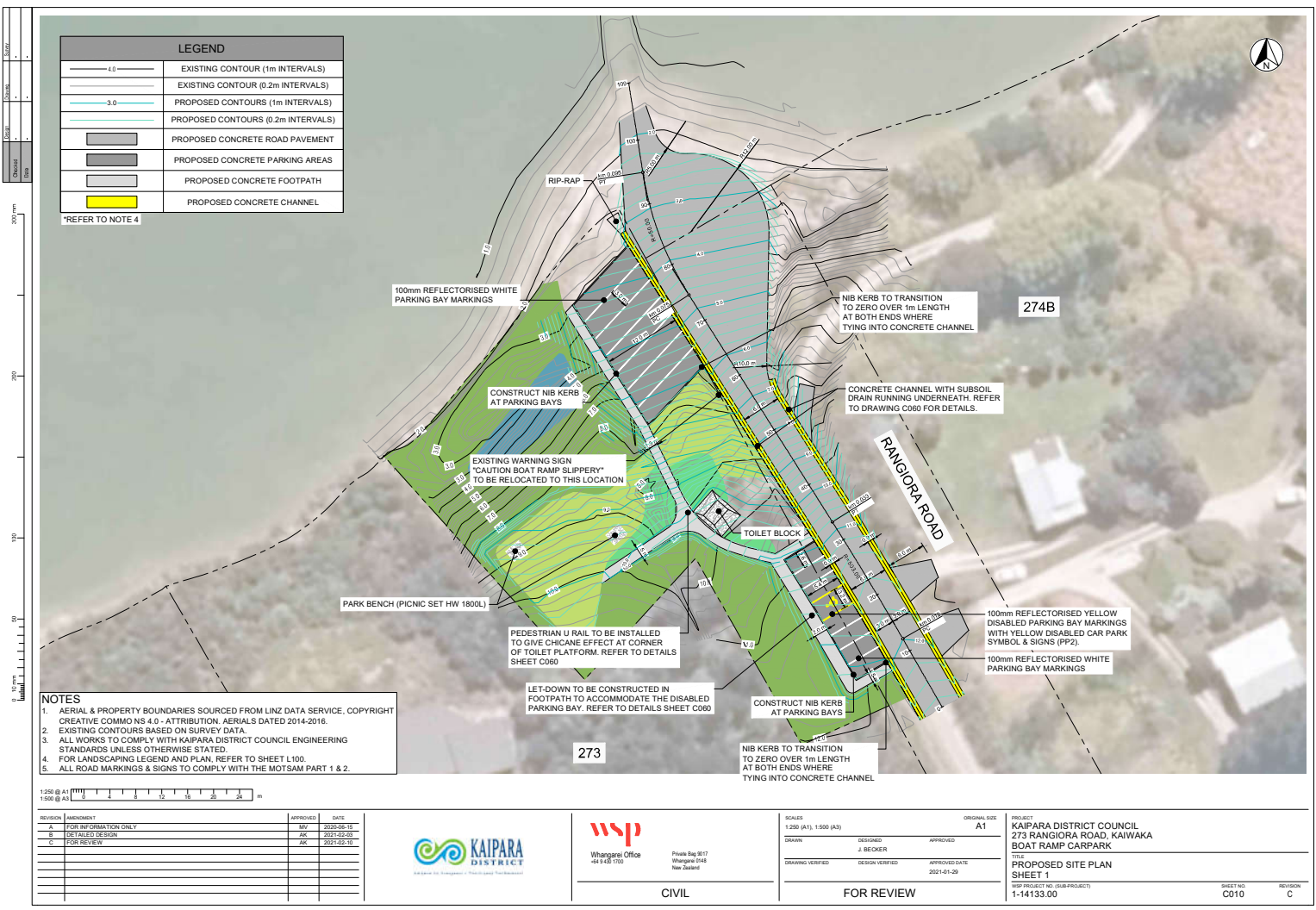
Appendix C – Risk Register

Regards



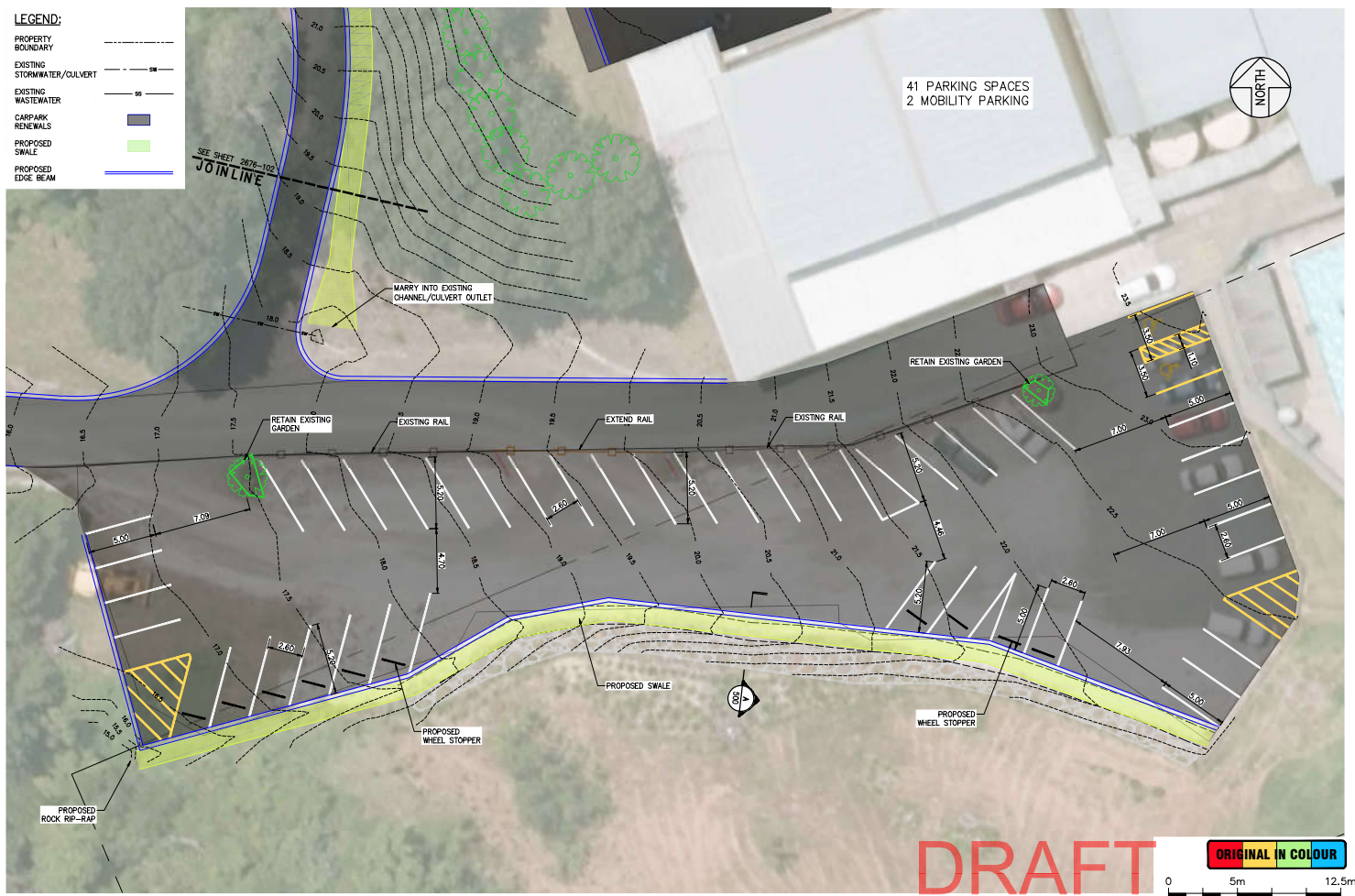
Alastair King  
Senior Civil Projects Engineer - Whangarei







Plotted: Thu, 28 Jan 2021 - 5:04pm By: MWH/TANAME  
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Project: 202076\_Kaiwaka Sports Complex Carparks\3 CAD\DWG\202076\_Kaiwaka Sports Complex Carparks R01.dwg



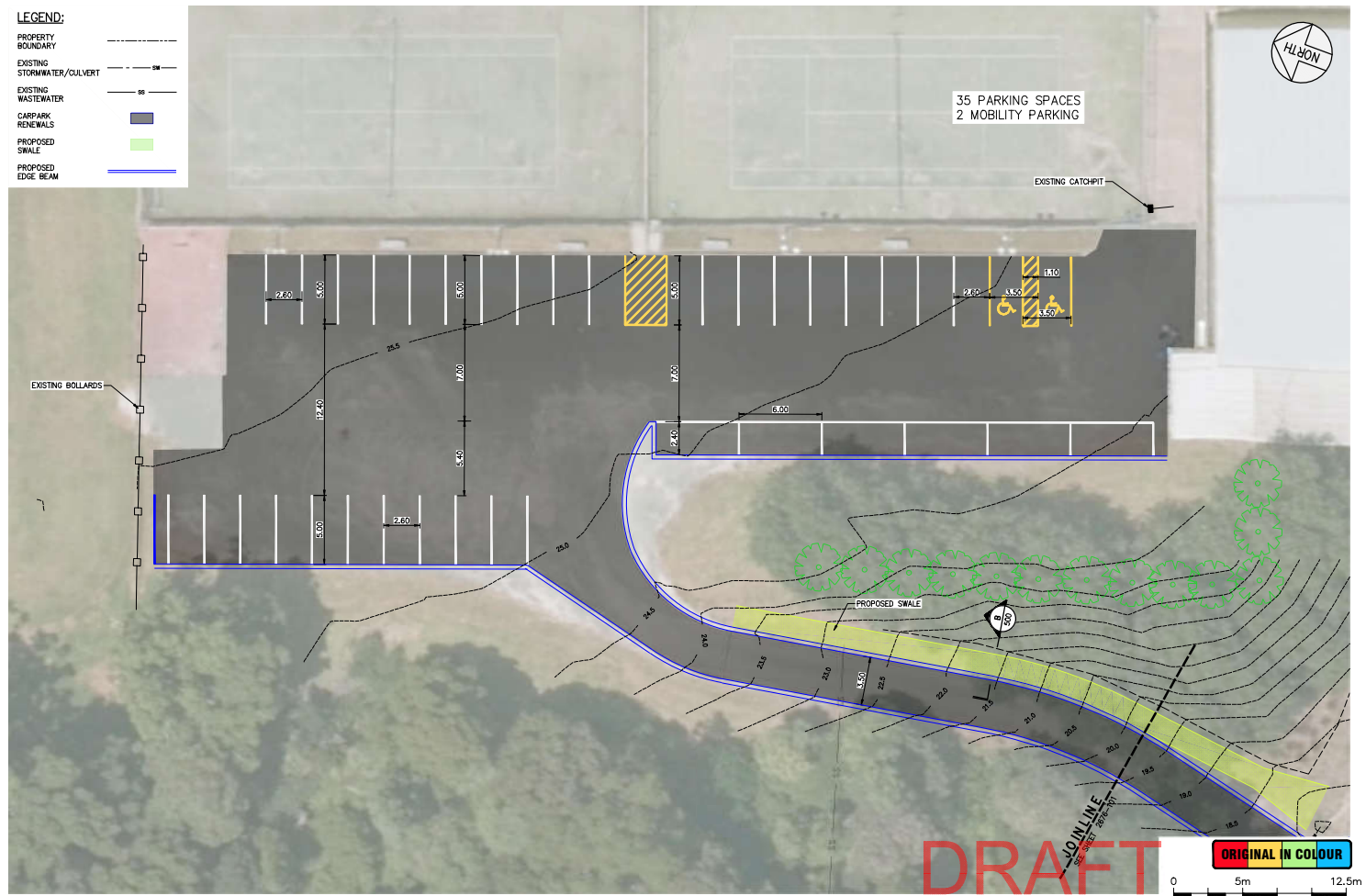
DESIGNED	KK	20/07/2020			
DRAWN	MM	28/01/2021			
CHECKED	KK	28/01/2021			
APPROVED	KK	28/01/2021			
BY	DATE	REVISION	BY	DATE	



KAIPARA DISTRICT COUNCIL  
KAIWAKA SPORTS COMPLEX CARPARKS  
SOUTHERN PARKING - PROPOSED CAR PARK LAYOUT



STATUS	CONCEPT	CONTRACT NUMBER	J002676
DRAWING NO.	2676-101	SCALE	1:250 @ A3
		REVISION	0

[illegible]

KAIPARA DISTRICT COUNCIL  
KAIWAKA SPORTS COMPLEX CARPARKS  
NORTHERN PARKING - PROPOSED CAR PARK LAYOUT



STATUS:	<b>CONCEPT</b>	CONTRACT NUMBER:	<b>J002676</b>
DRAWING NO:	<b>2676-102</b>	SCALE:	<b>1:250 @ A3</b>
		REVISION:	<b>0</b>



LAND. PEOPLE. WATER.



## Kaiwaka Domain Kauri Walk - Risk Assessment and Recommendations

For Kaipara District Council

Risk Assessment and Recommendations

June 2019

## REPORT INFORMATION AND QUALITY CONTROL

Prepared for:	Kaipara District Council Parks	
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## 1 INTRODUCTION

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Kaipara District Council Parks are undertaking an assessment of *Agathis australis* (kauri) located within local reserves and the associated risks and required remedial action to be considered in relation to kauri dieback disease (*Phytophthora agathicidia*; PA).

Testing for kauri dieback disease has occurred within the forest area of the Kaiwaka Domain (the Domain) and this testing has shown the area is currently free from kauri dieback. The current forest track at the Domain, named the kauri walk, passes over kauri roots and is located near groves of kauri trees.

### 1.1 Purpose of the Report

The purpose of report is to provide adequate information on management or mitigation options intended to reduce the risk of kauri dieback disease. The options are intended to inform Council officers decision making for an appropriate response for the Domain.

In order to inform this a detailed site assessment and mapping of the kauri located close to tracks within the Domain has been undertaken, along with a risk assessment to inform recommendations of approaches appropriate to the Domain. Proposed design responses and associated costings have subsequently been prepared to ensure the most cost effective and appropriate response to reduction of risk of kauri dieback contamination going forward. The recommendations follow current best practise in kauri dieback track design and risk reduction approaches within public spaces.

### 1.2 Background

The Domain has an area of forest that contains a significant number of kauri trees at different stages of development, including rickers through to very large specimens. The current track situation within this forest area allows direct contact between soil and walkers' footwear, which creates a potential pathway for the spread of the soil-borne pathogen responsible for Kauri Dieback disease (*Phytophthora agathicidia* (PA)), as well as direct damage to kauri roots that cross the path.

To mitigate these problems and ensure the ongoing survival of the kauri within the Domain, Kaipara District Council is reviewing the walking tracks in order to assess the risk associated with the current situation and to identify recommended responses.

PA, the pathogen that causes kauri dieback disease, was first recorded in the 1970's but misdiagnosed, before dying kauri alerted authorities in 2006, and the species was identified and formally named in 2015. The pathogen can sense a kauri tree's roots, and swim towards them using a tail-like flagella.<sup>1</sup>

PA is a soil-borne pathogen, with no airborne phase. It can be spread by just a pinhead of soil. Vectors potentially include anything that moves soil or plant material. Infected soil and spore movement could be passive (such as in water run-off downhill from infected sites), or active (such as in movement of soil on hikers' boots, vehicles, machinery, tools, feral animals such as pigs, domestic animals such as cattle, and movement of infected nursery material). The relative importance of these various pathways will be proportional to the volume of soil moved and the frequency and distance of such movement. The majority of long-distance dispersal is via human activity.

There is no cure for kauri dieback disease, and the disease kills most if not all the kauri it infects. Although there are physical symptoms it can take years for infected trees to show symptoms. Kauri dieback disease is threatening kauri with functional extinction. Oospores (resting spores) can be introduced into an area through the movement of contaminated soil, and natural spread through soil and water. Human activity poses the greatest risk of spread, but animals such as pigs have also been implicated. It only takes a pinhead of soil to move enough oospores to spread the disease.<sup>2</sup>

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<sup>1</sup> <https://www.kauridieback.co.nz/what-is-kauri-dieback/>

<sup>2</sup> [www.kauridieback.co.nz](http://www.kauridieback.co.nz)



Due to the soil borne infection potential tracks that allow direct contact between walkers' shoes (with dirt on them) and kauri roots increases the potential risk of spreading PA.

Despite scientists around the world having studied these types of pathogens for over a hundred years, there is no cure to eradicate *Phytophthora* from soil in a natural environment. However, it is possible to reduce the impact of the disease.

A Nation-wide approach aims to reduce the harmful effects of PA by preventing, where possible, the spread of PA and minimising its impacts on New Zealand's kauri forests, our culture, our communities and economy. Reducing the spread of this disease as much as possible, principally by controlling the spread of soil between sites, is of vital importance for the future of kauri.

Under the risk assessment undertaken by the Department of Conservation the Domain would be classed as a high risk area due to it being in public ownership and having sportsfields near the forest area. As no PA has been detected the forest area would be classed a "prevention zone" - Kauri forests where PA is undetected (but could still be present).

This report outlines and assesses recommendations in relation to the area being a prevention zone.

This report is also based on the agreed notion that wherever possible total closure of all forests with kauri to public access - including both diseased and non-symptomatic areas in not a desirable outcome. This option is not seen as preferred as total closure of all forests with kauri represents a significant loss of access for recreational purposes, and mana whenua groups. Enforcement and compliance for full closure is seen as problematic, as when communities feel alienated in this way, they are much less likely to comply. As such, recommendations are considered that allow for a reduction in risk while still maintaining some access to the forest area for local people.

### 1.3 Risk Reduction Options

Options to reduce the risk of PA spread, and that have been considered in development of the recommended responses in this report include the following:

#### 1.3.1 Hygiene

The Department of Conservation (DOC) have tested a number of products to determine which disinfectant can be used in the forest, which is not only effective against the pathogen but is also safe to use by the public and environmentally friendly. Although there are other products available that are likely to be more effective against the pathogen, sterigene was found to have a better all-round profile in terms of having less of an impact on the environment and is safe to use compared to other disinfectants tested.

IMPORTANT NOTE: Sterigene will not kill spores if they are embedded in soil, hence the application of sterigene should only occur AFTER ALL soil is removed using a scrubbing brush and water.





Figure 1 - Photo showing example hygiene station at track entries with associated signage.

### 1.3.2 Track closures

Temporary or permanent track closures to prevent potential human and dog spread of PA.



Figure 2 - Photo showing example of track closure signage and barrier.

### 1.3.3 Boardwalks

In some instances the installation of boardwalks to prevent direct access of walkers' shoes to kauri roots has been implemented. This response reduces risk but does not remove it as soil from shoes can still fall through the boardwalks and associated hygiene methods should be used.



Figure 3 - Photographs showing construction of and finished boardwalk at Kitekite Falls, Piha - design specifically for PA.

### 1.3.4 Signage and Education

There has been some research undertaken on the understanding of public responses to signage linked to PA and this shows that providing some signage to highlight the issue is useful (with some types of signage more effective than others). Signage is usually linked to explaining track closures and/or describing requirements for behaviour changes for particular areas ie. use of hygiene stations.

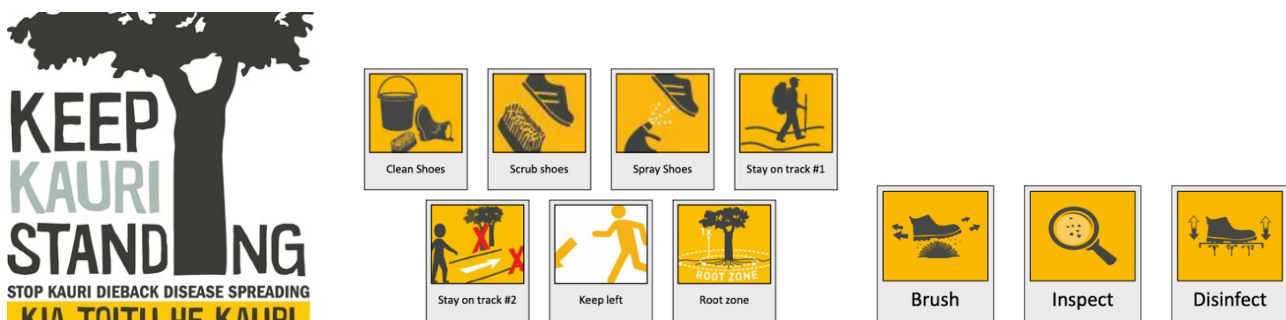


Figure 4 - Examples of signage for PA.

## 1.4 Methodology

The current kauri track at Kaiwaka Domain is located in extreme proximity to existing kauri. Although testing has occurred and there is no current evidence of PA within the Domain, the high public usage of the Domain creates a high risk for potential infection. The existing location and surfaces of the track allows direct contact between soil and walkers' footwear, which creates a potential pathway for the spread of the soil-borne pathogen responsible for kauri dieback disease, as well as direct damage to kauri roots that cross the path.

To mitigate these problems and create a safer, more user-friendly experience, it is proposed to assess and design an appropriate response for the Domain in relation to walking track upgrades and/or relocation and other protection measures in order for Kaipara District Council to determine the future approach for the walkways within the Domain.

### 1.4.1 Site Visit and Mapping

As site visit was undertaken on 3rd April 2019 by Renée Davies (landscape architect and ecologist) and Keren Bennett (ecologist).

The site visit included GPS mapping of all the tracks and GPS location of the main kauri or stands of kauri along the tracks. In addition the current track alignment and condition was assessed. The site visit also mapped with GPS co-ordinates the possible relocation option/s for the track to avoid the kauri trees and/or identification of particular approaches to the track to mitigate potential kauri infection.



Figure 5 - Aerial photograph showing the GPS co-ordinates of track alignments and associated kauri tree locations. Refer to **Appendix C** for full numbered list.

#### 1.4.2 Assessment and feasibility report and track design

Following the site visit an assessment was prepared with an associated risk matrix that identified and assessed likely recreational outcomes for the current track and impact of each of the considered options on these outcomes. In addition, an assessment of the ecological effects and considerations associated with the track relocation was undertaken and an overall score provided in relation to improved outcomes the range of options possible. A series of maps were produced to show track locations and proposed track design. The recommendations also explored specific track design approaches that may be required. The design has utilised current best practise in kauri dieback access methodologies and approaches.

#### 1.4.3 Costing

A high level costing for the implementation of the different options and responses has been provided in order to inform the feasibility report.



## 2 SITE DESCRIPTION

The tracks associated with the Domain are located within an area of bush on the western side of the Domain and bounded on the west and north by Gibbons Road. There are a number of tracks that have been established within the Domain, some of which are outside of the forested areas with others moving through the forest. The bush area is adjacent to a concrete walking and cycling track that runs around the perimeter of the Domain sports fields.



Figure 6 Aerial photograph showing location of tracks being assessed within broader area of Kaiwaka.



The entry to the tracks are located on Gibbons Road and from the edge of the forest within the Domain.



Figure 7 - Photos showing Kauri Walkway track and Gibbons Road track entries from the Domain.



Figure 8 - Photos showing Gibbons road track and Scout track entries from Gibbons Road.

The tracks that have been assessed as part of this report are those that enter into the forest environment. GPS mapping has provided an accurate indication of both the location of the kauri near the tracks and also the track alignment. The tracks have been identified and named for ease of description within this report as follows:

- Main kauri walk track
- Scout track
- Gibbons Road track
- Domain Track
- Informal track from carpark





Figure 9 - Photograph showing the mapped tracks (A3 version provided in **Appendix B**).

## 2.1 Forest Environment Description

The existing tracks are all narrow tracks that weave through the forest understorey with a natural dirt and leaf litter surface. Runoff erosion has scoured the ground and exposed tree roots in some locations along the tracks. The cleared area of track varies in width but is generally between 500mm and 2000mm in width. Please refer to photos within **Appendix D** for further illustration.

The kauri located within the forest of the Domain range in age from small rickers through to relatively mature trees. Seedlings and saplings are abundant. There are well-established native forest surrounds the walking tracks.





Figure 10 - Photos showing range of kauri sizes within the Domain forest.

The forest at the Domain exhibits typical structure of the kauri forest type which is typified by dense canopies of kauri. Large kauri are prominent and scattered throughout the surrounding forest. Where large specimens are situated in close proximity to the walking surfaces their roots often intersect the dirt surface of the tracks. Other native canopy species of note at the site include totara (*Podocarpus totara*), rewarewa (*Knightia excelsa*), rimu (*Dacrydium cupressinum*), Kahikatea (*Dacrycarpus dacrydioides*), tanekaha (*Phyllocladus trichomanoides*).

Sub-canopy species included (but not limited to) nikau (*Rhopalostylus sapida*), mahoe (*Melicytus ramiflorus*), punga/tree fern (*Dicksonia squarrosa* and *Cyathea dealbata*), kawakawa (*Macropiper excelsum*), red matipo (*Myrsine australis*), kareao/supplejack (*Ripogonum scandens*), ti kouka (*Cordyline australis*).

Groundcover species included a range of fern species, kie kie (*Freycinetia banksia*) and *Coprosma* species.

Further descriptions specific to each track are outlined in Section 3.





Figure 11 - Photographs showing general understorey vegetation within forest area of the Domain.

## 2.2 General Issues

The site observations identified some key issues within the track system at the Domain, these are described in more detail as follows:

1. **Kauri root exposure** – in a number of locations the roots of kauri were visibly exposed within the track.



Figure 12 - Photos showing fine surface roots of kauri exposed within track alignment.



Figure 13 - Photos from Main kauri walk track showing exposed kauri roots and proximity of track.

2. **Operational issues** - for kauri on the edge of the forest at the carpark. There are some isolated kauri that sit out from the forest edge and these have had rubbish piled up over their root zones with weed infestation and are in direct access of damage.





Figure 14 - Photos showing large kauri by carpark and mound of weed and rubbish laid over kauri root zone.

3. **Forest edge** – along the eastern edge of the forest area adjacent to the Domain sports field there are a number of kauri located at the forest edge with no buffer between mowing activity and with direct access from people using the sports fields. This edge also has some weed invasion.



Figure 15 - Photos showing edge condition of forest and kauri exposed to mowing and with direct access from fields.



## 3 TRACK ASSESSMENT

### 3.1 Main Kauri Walk Track

This track moves through the most pristine part of the forest area with the least amount of edge effects and as such there is little weed invasion and the forest ecosystem is in good health and represents a typical kauri forest mix. There are an extensive number of kauri trees located on and directly adjacent to the track within this area. The list at **Appendix C** Indicates at least 68 kauri that are either directly on or within 1 – 5m of the track. In a number of instances the kauri are an integrated part of the track. As outlined in the general description of issues in Section 2.2 direct contact with kauri roots was observed and this track, due to the large number of kauri present within the track alignment, has a high risk of infection.

The area of forest in which this track is located is peppered with kauri throughout and the on-site assessment has determined that there is no area of the forest without kauri that would facilitate a track relocation to avoid kauri.



Figure 16 - Example photos of track going directly over kauri roots.

### 3.2 Scout Track

Scout track is accessed off the Main Kauri Walk track from the Domain and has an entrance at the Gibbons Road end of the main driveway entry to the Domain. The track is a forest experience short-cut up through to the Domain sports field area. This track has fewer kauri specimens within proximity to the track, with two key areas of kauri located close to the track along its length. As such this track has a lower risk than the Main Kauri Walk track in relation to potential effects on the kauri from walkers. The two sections where kauri are in close proximity to the track would be able to have short sections of boardwalks installed to reduce the risk to kauri roots. These sections would each be approximately 20m – 25m in length. The northern end of the Scout track links in with the existing Main Kauri Walk track and at this point kauri trees become more frequent. There is an existing informal track entry from the sports field down to Scout track that has no kauri on it and this offers potential to be developed as an alternative entry/exit point for Scout track.



Figure 17 - Photos showing examples of Scout track and vegetation with possible new entry in right hand photo.

### 3.3 Gibbons Road Track

Gibbons Road track starts at the three way junction between it, the Domain track, and Main Kauri Walk track. This track is located within bush edge and there are very few kauri within this track located in proximity to the track. The vegetation within this track is more open and there is more weed infestation. This track provides a short cut route from Gibbons Road up to the Domain and a number of users were observed using the track on the day of survey. The entry is a small desire line crushed through kikuyu grass and is low profile. It is likely that only local users would know of its existence and would regularly use it. The fewer numbers of kauri within this track means that boardwalking or minor track relocation would be possible to avoid the two kauri that are located in proximity to users within this particular section of track.

### 3.4 Domain Track

This is a track that connects the Domain to the northern end of the Main Kauri Walk track and then connects to Gibbons track. It is used by dog-walkers and walkers and runners as a connection through to Gibbons Road. This section of track does not have any kauri in close proximity to the track. Users might take a short cut through Scout track across the sports fields and connect to this track to get back to further north along Gibbons Road.





Figure 18 - Photo showing entry to Domain track from concrete path and sports-field area.

### 3.5 Informal Track from Carpark

There is an existing informal track from just north of the carpark area that links down to Scout track. This area does not have any kauri in close proximity and could be an alternative entry/exit point to access Scout track and avoid the denser areas of kauri further north.

## 4 DESCRIPTION OF OPTIONS

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The range of options considered for the Domain tracks are discussed below.

### 4.1 Do Nothing

Leave the track in its current location and format with no adjustment.

### 4.2 Walkway Surface Upgrade with Boardwalk

Walkway surface upgrades would typically be undertaken within the existing footprint of the track, and include installation of boardwalks and raised stairs, as appropriate for a given site. The boardwalk structures provide walkers with physical separation from the ground and root area of kauri trees, thus reducing the risk of PA transmission.

The boardwalk structures are typically anchored to the ground with steel 'groundhog' foundations or wooden piles (as appropriate) driven into the ground to minimise disturbance. This is a proven construction technique commonly found throughout the Auckland region in bush environments to reduce the impact on vegetation. Groundhogs are to be used only where a minimum of 300mm embedment into stiff clay can be achieved.

### 4.3 Hygiene Stations

There are standard hygiene station designs that are located across the track entries so that users have to pass through them to access the tracks. Hygiene stations should be located at all track entries that are decided to be retained. These hygiene stations would include signage.

### 4.4 Educational Signage

This would provide a good level of information to Domain users on the reasons for the responses being put in place and to guide appropriate behaviours.

### 4.5 Protective Fencing

This would involve some post and rail fencing to be put in place in order to prevent public and dogs accessing key kauri that are located outside or at the edge of the forest area. This fencing could incorporate educational signage and would include appropriate underplanting to further assist in protection of the kauri specimens.

### 4.6 Dogs on Leads

There is a risk that dogs that are off lead can move off existing tracks and are potential vectors of PA. The Domain is used for dog walking but it may be that dogs on leads can be encouraged on the tracks to prevent potential dog movement off the forest tracks.

### 4.7 Track Closure

This would involve closing a track and in this instance this would likely be a permanent closure until such time as the risk of PA is eliminated. The track would require fencing across entry points to prevent access and signage to explain the importance of the track closure. It is recommended that some planting could occur to assist with preventing people walking through the adjacent forest to get back onto the track and the track would be allowed to naturally regenerate with no maintenance to keep it accessible.

### 4.8 Buffer Edge Planting

Planting of a dense native buffer edge to the forest area to create a distance between public and operational activity within the Domain and the sensitive forest edge.

## 4.9 Considerations For Works within the Domain

The implementation of some of the recommendations would require works within the dripline of native and protected vegetation. In order to safeguard vegetation to be retained, a Tree Protection Plan (TPP) would need to be implemented during the works. The TPP advises on preferred alignments for the boardwalks and fencing (with the aim of avoiding or minimising impacts on the most significant native trees) and addresses pre-start meeting requirements, arborist supervision, positioning piles to avoid significant root matter, PA hygiene control measures, temporary tree trunk and root zone protection, etc.

Removal of desirable vegetation would be kept to a minimum necessary to effectively deliver the boardwalks and fencing. It is expected that the limited vegetation removal proposed will be barely discernible in the context of the expansive bush-clad environment.




The following measures would also be considered important to mitigate any potential adverse ecological effects:

- Implementation of best practice sediment controls during construction;
- The boardwalk alignments would be chosen to avoid removal of large trees, and their function as wildlife habitats;
- As far as practical, avoidance of the peak breeding period for native birds by construction works (September to February);
- Placing felled vegetation that may provide habitat for arboreal geckos off to the side of the tracks to allow any animals present to self-relocate to adjacent vegetation;
- Adoption of best practice PA hygiene measures; and
- Pre-works site visit with the contractor to identify special ecological requirements.

## 5 OPTIONS AND RISK TABLE WITH COST ESTIMATES

The following table provides a summary of the options and risk assessment with associated high level cost estimates for each of the options proposed.

The table is structured to indicate the option(s) considered and the associated design response and degree of change. This design response is then assessed against a risk score and an overall level of compliance 'traffic light' report given for each option. The traffic light relates to the following levels of compliance and risk score:

-  Green – good level of compliance, low risk & response to issues is good to excellent. Score of 1 or 2.
-  Amber – moderate level of compliance, moderate risk & response to issues is adequate and/or in progress. Score of 3.
-  Red – low level of compliance, high risk & issues not addressed adequately. Score of 4 or 5.

A series of recommendations are made in relation to each option being assessed. These recommendations outline particular ways in which approaches may address the risks of PA infection and spread within the Domain.









High level costings are based on the following rates:

- \$950 per lineal metre for 1.2 wide boardwalk with no kick edges or steps (current Auckland Council contractor costs).
- \$25,000 for mark 2 hygiene station (proven to be the most effective with 100% of activity of users using).
- \$80 per lineal metre for post and rail and wire fencing.
- \$40 per lineal metre for waratah and sheep mesh fencing.
- \$8,000 lump sum for signage.
- \$50 per m<sup>2</sup> for native revegetation planting.




Track relocation was considered within the site assessment, however, as mentioned earlier in the report the density of kauri within the forest area of the Domain and the topography of the site mean that track relocation is not a viable option. Kauri are spread throughout the forest area and we were unable to identify any obvious kauri-avoidance tracks suitable on site during the site visit.

One small relocation of entry point for Scout track was identified.

Table 1 – Options and Risk Assessment with High Level Costs

Option	Description	Options						Boardwalks					Track Closures					Degree of Change	Location	Risk Score for PA		Risk Assessment	Cost
		Dogs on leads	Signage	Hygiene Stations	Fencing lone kauri	Barrier fencing	Buffer Planting	Main Kauri Walk	Scouts	Gibbons Rd	Domain	Informal	Main Kauri Walk	Scouts	Gibbons Rd	Domain	Informal			1-5 (1 = low; 5 = high risk)			
A	Do nothing																	None	Whole Domain	 5	High risk of PA infection	No cost	
B	Buffer planting at forest edge						✓											Minimal	Eastern edge of forest (av. 3m wide buffer) 666m²	 5	Some protection of edge kauri, risk to forest as a whole remains high	\$33,000	
C	Dogs on leads on tracks	✓																Minimal	Signs at entry to tracks	 5	High risk of PA infection	\$8,000	
D	Dogs on leads in whole Domain	✓																Minimal	Signs at entries to Domain and tracks	 5	High risk of PA infection	\$8,000	
E	Signage and hygiene stations		✓	✓														Minimal	Mark 2 hygiene stations at the 5 track entry points	 4	Reduces risk of PA introduction, however direct infection pathways (exposed roots) are retained	\$8,000 signs \$125,000 hygiene station Total:\$133,000	
F	Fencing lone kauri and buffer planting at forest edge		✓		✓		✓											Minimal	222 lineal m of fencing alongside forest edge adjacent to carpark and driveway	 4	Localised protection only, risk to wider forest remains high	\$33,000 buffer planting \$8,800 fencing \$5,000 signage Total: \$46,880	
G	Partial boardwalk and hygiene stations		✓	✓				✓	✓									Moderate	Mark 2 hygiene stations at the 5 track entry points and boardwalk of 200m in areas of kauri on track	 4	Removes direct contact to soil for those kauri in middle of track but leaves risk for kauri nearby and walking still occuring within kauri hygiene zone.	\$180,000 boardwalk \$100,000 hygiene stations \$8,000 signage Total: \$288,000	
H	Close Main Kauri walk track	✓	✓	✓		✓	✓						✓					High degree		 3	Risk to largest stand of kauri reduced. Risk of PA infection to marginal stands maintained	\$8,000 signs \$240 track barrier fence \$33,000 vegetation buffer Total: \$41,240	



Option	Description	Options						Boardwalks					Track Closures					Degree of Change	Location	Risk Score for PA	Risk Assessment	Cost
		Dogs on leads	Signage	Hygiene Stations	Fencing lone kauri	Barrier fencing	Buffer Planting	Main Kauri Walk	Scouts	Gibbons Rd	Domain	Informal	Main Kauri Walk	Scouts	Gibbons Rd	Domain	Informal			1-5 (1 = low; 5 = high risk)		
I	Close Main kauri walk track and part of Scout track, partial boardwalk, hygiene stations, fencing isolated kauri, buffer edge planting	✓	✓	✓	✓		✓		✓	✓			✓	✓ (part)				High	60m of boardwalk on Scout track, 4 hygiene stations 2 on Scout track entries and 2 on Gibbons and Domain track entries, fencing isolated kauri and buffer edge planting and 3 track closure fences	 2	Risk to largest stands of kauri reduced and mitigation measures put in place for tracks where kauri are located with provision of boardwalk.	\$54,000 boardwalk \$100,000 hygiene stations \$8,000 signs \$33,000 vegetation buffer \$1,400 track closure fence \$3,600 fencing lone kauri <b>Total: \$200,000</b>
J	Boardwalk Main Kauri Walk and Scout tracks	✓	✓	✓	✓		✓	✓	✓									High	338 lineal metres boardwalk for Main Kauri Walk track and 197 lineal metres boardwalk for Scout track and signage, fence lone kauri	 3	Risk to largest stand of kauri reduced through mitigation measure of boardwalk but potential damage to trees with installation works may increase risk.	\$ 500,000 boardwalk \$8,000 signage \$100,000 hygiene stations <b>Total: \$616,000</b>
K	Full track closure with buffer planting at forest edge		✓		✓	✓	✓						✓	✓	✓	✓	✓	High	Fence track entries, signage, vegetation buffer and fencing lone kauri by carpark	 1	Risk to forest area reduced as no access provided for. Small residual risk with people accessing forest off-track.	\$ 500 for track barrier fencing \$8,000 for signs \$33,000 vegetation buffer \$8,000 fencing lone kauri <b>Total: \$49,500</b>

## 6 CONCLUSION AND RECOMMENDATIONS

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The site assessment has indicated that the Kaiwaka Domain and publicly accessible tracks in their current form pose a real risk in relation to the potential introduction of kauri dieback disease to the Domain forest area. The Domain is a well-used local asset with a school adjacent and regular daytime walkers and dog-walkers accessing the site through the forest tracks and experiencing the forest via the tracks. Some of the tracks also provide pleasant short-cuts between the nearby village centre of Kaiwaka and Gibbons Road at the northern end of the Domain.

With all options except full track closure, hygiene stations are a minimum requirement. These are a costly component of the preventative measures for PA introduction, as it is recommended that if hygiene stations are used that these be the proven most effective stations (with 100% compliance recorded by DOC), namely the 'Mark 2' hygiene station.

Full closure of all tracks was considered as an option, and with compliance, would offer a high degree of protection for the forest from the risk of PA introduction. However, this option is unlikely to be palatable to the local community, and persistent non-compliance, combined with no hygiene measures, would maintain the risk of PA introduction.

Our recommendation, based on the option that has best combination of retaining a degree of public recreational access to the forest while reducing as much as possible the risk of PA contamination, is Option I (see Table 1). This option provides for the second lowest level of risk while still maintaining the two key walkway linkages that might be used as short-cut access routes by local residents and users of the Domain. This option reduces the amount of costly infrastructure such as boardwalks, as the option includes closure of the Main Kauri Walk track with a high abundance of kauri close to the track, and a limited amount of boardwalk is required on the retained Scout track.

In summary, the track upgrades and associated preventative measures recommended include limited re-routing in one location, plus construction of two small sections of boardwalk, protective fencing of the isolated kauri at the carpark edge and installation of a forest buffer planting, hygiene stations and educational and explanatory signage. All these measures are recommended in order to create a more accessible, user-friendly experience and mitigate the spread and effects of Kauri Dieback disease within both the Domain and broader Kaipara District.

## **Appendix A:**

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### **Site Context Map**



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**KEY**

- Main Kauri Walk Track
- Scout Track
- Gibbons Road Track
- Domain Track
- Informal track from car park

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AA4937 - Kaiwaka Kauri Walk Assessment  
**Kaiwaka Kauri Walk Assessment: Track Context**  
Figure prepared for Kaipara District Council by 4Sight Consulting.

Date: 16/04/2019  
Version: 1.0  
Drawn: Sam Hendrikse  
Checked: Renée Davies  
Approved: Renée Davies





## Appendix B:

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### Track Map



Sourced from the LINZ Data Service (<https://data.linz.govt.nz/>) and licensed for re-use under the Creative Commons Attribution 4.0 International licence.



**KEY**

Main Kauri Walk Track

Scout Track

Gibbons Road Track

Domain Track

Informal track from car park

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N

Scale 1:1,000 @ A3

0

20

40m

AA4937 - Kaiwaka Kauri Walk Assessment

Kaiwaka Kauri Walk Assessment: Track Map

Figure prepared for Kaipara District Council by 4Sight Consulting.

Date: 16/04/2019  
Version: 1.0  
Drawn: Sam Hendrikse  
Checked: Renée Davies  
Approved: Renée Davies





## **Appendix C:**

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### **GPS Co-ordinates and Descriptions**





- 15-Kauri 1 by car park and outside of main bush area
- 16-Kauri 2 ricker on edge of bush
- 17-Large kauri 3 at edge by concrete path
- 18-Kauri 4 by concrete path
- 19-View from concrete path to entry of kauri walk
- 20-Kauri 5
- 21-Kauri 6
- 22-Kauri 7
- 23-Kauri 8
- 24-Path with no kauri on edge
- 25-View from path to kauri approx 6m from path
- 26-Kauri 9 3m from path
- 27-Kauri 10 1m from track
- 28-View from track to large grove of kauri
- 29-Kauri 11, 12, 13, 14, 15, 16 closest 2m and furtherest 15m
- 30-Kauri 17 right in middle of track
- 31-Kauri 18 4m from track
- 32-Kauri 19 behind seat on track
- 33-Kauri 20 5m off track
- 34-Split in track
- 35-Kauri 21 ricker on track
- 36-Kauri 22 on scout track in middle of track
- 37-Kauri 23 in group of kahikatea 1m from scout track
- 38-Kauri 24 6m from track
- 39-Kauri 25 1m from track
- 40-Kauri 26, 27, 28 29 group with 26 in middle of track
- 41-Kauri 30 on edge of track
- 42-Kauri 31 3m from track
- 43-Kauri 32, 33, 34 8m from track
- 44-Kauri 35, 36 right on track
- 45-Kauri 37, 38 large specimens right on track
- 46-Kauri 39 right on track large specimen
- 47-Kauri 40 10m from track
- 48-Group of kauri 41, 42, 43, 44, 45 right on track all large but one ricker all on or within 1m of track
- 49-Kauri 46 on track
- 50-Kauri 47, 48, 49, 50, 51 - range of sizes one very large 2 rickers
- 51-Kauri 52 on track
- 52-Kauri 53, 54 1m - 4m off track
- 53-Kauri 55, 56, 57 grouped on track and by seat
- 54-Kauri 58, 59, 60, 61, 62 Right on track in group
- 55-Kauri group of 7 (63, 64, 65, 66, 67, 68, 69)
- 56-Kauri 70, 71 1m from track
- 57-Split in track to Gibbons Road and domain
- 58-Kauri 72 1m from track
- 59-Kauri 73 10 m from track and large
- 60-Edge of bush
- 61-View to entry from Gibbons road
- 62-View from road
- 63-Entry to kauri walk from gibbons road
- 64-Kauri 74 5 m from track
- 65-Kauri 75 large, off track but accessible 6m
- 66-Track no kauri
- 67-Group of kauri off track but over 10m from track (76, 77, 78, 79, 80)
- 68-Kauri 81 5-7m from track
- 69-Kauri 82 on track
- 70-Kauri 83, 84, 85. On track and up to 3m away large specimens
- 71-Track
- 72-Track
- 73-Track
- 74-Track
- 75-Track
- 76-Kauri 86 on track
- 77-Kauri 87, 88. Small by track
- 78-Entry from domain track
- 79-Track
- 80-Track
- 81-Track
- 82-View from path
- 83-Possible new entry track
- 84-Possible new entry track



## **Appendix D:**

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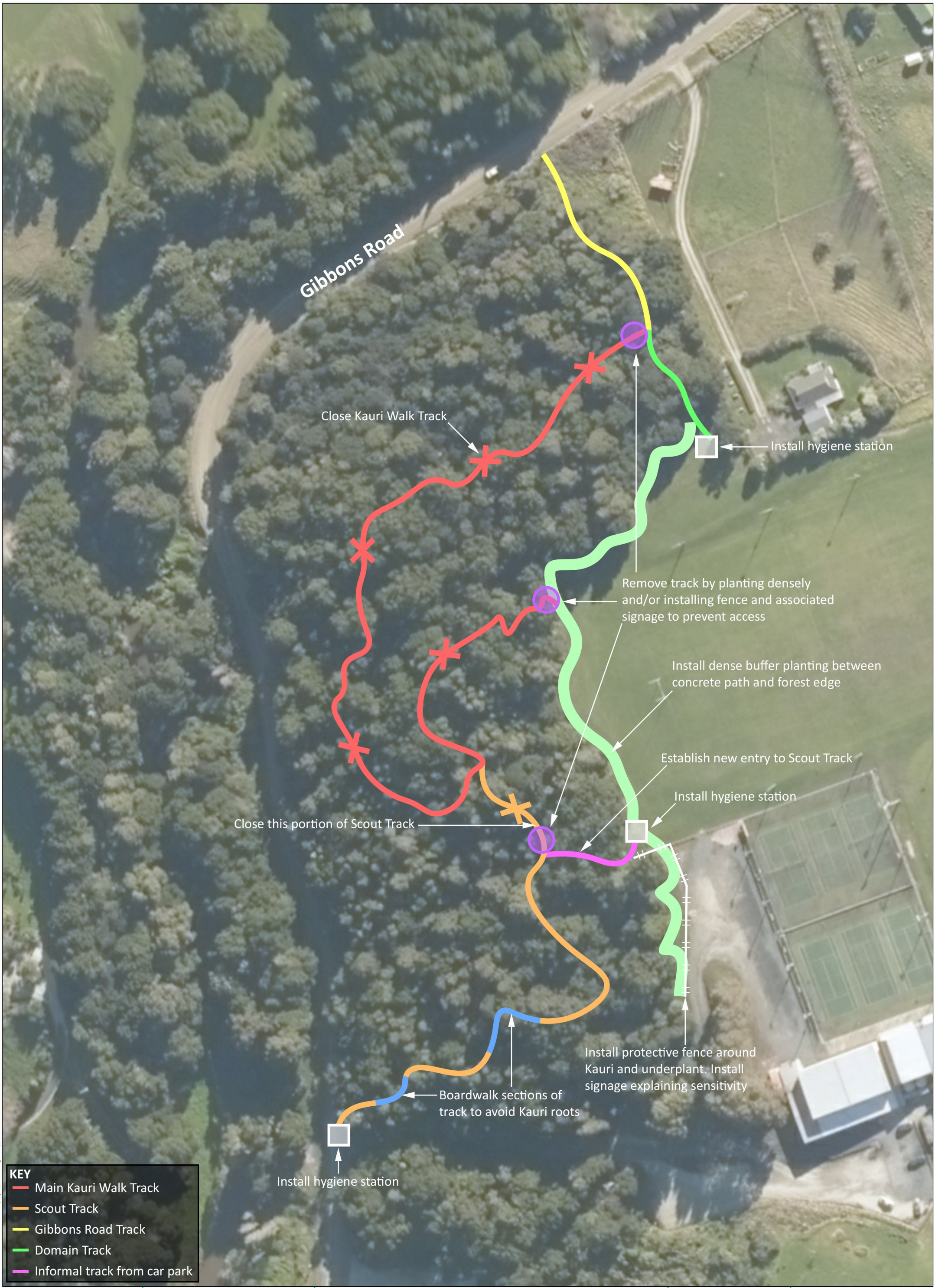
### **GPS Location Photos**

## **Appendix E:**

### **Recommended Approaches**



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N

Scale 1:1,000 @ A3

0 20 40m



