



01-15-010\26

RDC-1014912

AGENDA

NOTICE OF A MEETING

OF THE

OPERATIONS & MONITORING COMMITTEE

Date: Thursday 4 June 2020

Time: 9.30am

Venue: Council Chamber

MEMBERSHIP

Chairperson

Cr Tapsell

Deputy Chairperson

Cr Yates

Members

Mayor Chadwick

Cr Bentley

Cr Donaldson

Cr Kai Fong

Cr Kumar

Cr Macpherson

Cr Maxwell

Cr Raukawa-Tait

Cr Wang

Mrs Rothwell (Lakes Community board member)

Mr Heard (Rural Community Board member)

Ms Bray (Te Tatau o Te Arawa Board member)

Mr Waru (Te Tatau o Te Arawa Board member)

Quorum

8

OPERATIONS AND MONITORING COMMITTEE

Type of Committee	Committee
Subordinate to	Council
Subordinate Committees	n/a
Legislative Basis	Schedule 7 S30 (1) (a), Local Government Act 2002.
Purpose	The purpose of the Operations and Monitoring Committee is to assist the Council to ensure consolidated and complete reporting and monitoring of all financial and non-financial information and performance measures against the Annual Plan, Long-term Plan and strategic goals/priorities.
Reference	01-15-226
Membership	Councillor Tapsell (Chair) Councillor Yates (Deputy Chair) The Mayor and all councillors 2 Te Tatau o Te Arawa members 1 Lakes Community Board member 1 Rural Community Board member Full voting rights for all members
Quorum	8
Meeting frequency	Monthly
Delegations	The Committee's role is recommendatory only.¹ It is authorised to take the actions precedent to the exercise by the Council of its statutory responsibilities, duties and powers, by: • Monitoring and reporting on the performance of the Council in terms of the organisational targets set in the Long Term Plan and Annual Plan – both financial and non-financial; • Monitoring and reporting on operational performance and benchmarking; • Undertaking quarterly reviews and reporting on Council's financial performance; • Monitoring, reviewing and reporting on the performance of council controlled organisations; • Monitoring, reviewing and reporting on Council's tender and procurement processes; • Monitoring, reviewing and reporting on the performance and management of Council contracts; • Monitoring, reviewing and reporting on the performance and management of major capital projects (including considering and making recommendations on issues that may arise); • Providing oversight and making recommendations in respect of proposals to exercise the powers and remedies of the General Conditions of Contract (by Council as "Principal") – including taking possession of, determining, or carrying out urgent repairs to works covered by the contract;

¹ Council is authorised to delegate anything precedent to the exercise of Council's powers, duties and functions - Schedule 7, S32 of the Local Government Act 2002

	• Considering and making recommendations as to the settlement of uninsured claims for compensation or damages where the amount exceeds the amounts delegated to council officers; • Considering and making recommendations on requests for Council to guarantee third party loans; • Considering and making recommendations on proposals and requests for the grant of easements or rights of way over Council property; • Considering and making recommendations in respect of proposals to which will or are likely to significantly vary the levels and/or terms of insurance for Council assets; Such other functions as the Council may direct from time to time.²
Relevant Statutes	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.
Limits to Delegations	The Committee does not have the delegated authority to make decisions for and on behalf of the Council. All matters requiring a decision of Council must be referred, by way of recommendation, to the Council for final consideration and determination. In the event that the Council resolves not to approve or adopt a Committee recommendation, the item shall be returned to the Committee via the Chief Executive for review and subsequent referral to the Council for further consideration and determination.

² A committee is subject in all things to the control of the local authority, and must carry out all general and special directions of the Council given in relation to the committee - see Schedule 7, S30(3) of the Local Government Act 2002.

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1 Opening karakia - Karakia whakapuaki

2 Apologies - Ngā whakapaaha

The Chairperson invites notice from members of:

1. Leave of absence for future meetings of the Rotorua Lakes Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

3 Declarations of interest - Whakapuakitanga whaipānga

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Urgent items not on the agenda - Ngā take whawhati tata kāore i te rārangi take

The Chairperson will give notice of items not on the agenda as follows:

Matters Requiring Urgent Attention as Determined by Resolution of Rotorua Lakes Council

The Chairperson shall state to the meeting.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Rotorua Lakes Council.

Minor Matters relating to the General Business of the Rotorua Lakes Council.

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Rotorua Lakes Council for further discussion

5 Confirmation of Minutes – Te whakaū i ngā meneti

5.1 Operations & Monitoring Committee Meeting Minutes 5 March 2020

01-15-226
RDC-997436

ROTORUA LAKES COUNCIL

Minutes

**Operations & Monitoring Committee meeting
held Thursday 5th March 2020 at 9:30am
in the Council Chamber, Rotorua Lakes Council**

MEMBERS PRESENT:	Cr Tapsell, (Chairperson) Cr Yates (Deputy Chair), Mayor Chadwick, Cr Bentley, Cr Donaldson, Cr Kai Fong, Cr Kumar, Cr Macpherson, Cr Maxwell, Cr Wang, Mr Waru and Ms Bray (Te Tatau o Te Arawa), Mr Heard (Rural Community Board) and Mrs Rothwell (Lakes Community Board).
APOLOGIES:	Cr Wang for lateness
IN ATTENDANCE:	Adam Francis and Simon Barnett, Waka Kotahi (NZTA) Matthew Scott, Infracore Ltd; Mark Gibb, Rotorua Airport Ltd; Michelle Templer, Rotorua Economic Development Ltd
STAFF PRESENT:	G Williams, Chief Executive; G Rangi, Kaiwhakahaere Maori/Group Manager Maori; J-P Gaston, Group Manager Strategy; J Mikaere, Group Manager Operations; T Collé, CFO/Group Manager Business Support; C Tiriana, Manager CE Office; S Michael, General Manager Infrastructure; O Hopkins, Manager Corporate Planning & Governance; I Tiriana, Manager Council Communications, K Williams, Manager Community & Regulatory Services; R Horn, Inner City Manager; S Nunn. Business Innovation & Development Specialist R Dunn, Governance Lead; I Brell, Governance Support.

The Chairperson, Cr Tapsell welcomed members, members of the public and staff to the meeting.
Cr Yates opened the meeting with a Karakia.

1. NGĀ WHAKAPAAHA APOLOGIES

Resolved:

That the apologies from Cr Wang for lateness be accepted.

Cr Donaldson/Mr Waru
CARRIED

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST None

ATTENDANCE: Cr Bentley joined the meeting at 9.40am

**3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

Cr Tapsell advised an update on the Coronavirus be given at the next Operation & Monitoring meeting, 2 April 2020.

Under Section 46(A) (7a), Cr Tapsell requested staff provide a verbal update on Community Safety in the confidential section of the meeting.

ATTENDANCE: Cr Kumar and Cr Wang joined the meeting at 9.43am

**4. TE WHAKAŪ I NGĀ MENETI
CONFIRMATION OF MINUTES**

4.1 MINUTES OF THE OPERATION & MONITORING COMMITTEE MEETING HELD 5 FEBRUARY 2020

Resolved:

That the minutes of the Operations & Monitoring Committee meeting held 5 February 2020 be confirmed as a true and correct record.

Cr Macpherson/Cr Yates
CARRIED

**5. NGĀ TĀPAETANGA
PRESENTATIONS**

5.1 SH5/SH30 Rotorua urban speed review

Adam Francis and Simon Barnett from Waka Kotahi (NZTA) spoke to a Powerpoint presentation. (Attachment 1 pages 5-8)

**6. PŪRONGO KAIMAHI
STAFF REPORTS**

6.1 RECOMMENDATION 1: FINANCIAL PERFORMANCE FOR THE 7 MONTHS ENDED 31 JANUARY 2020

RDC-994134

Resolved:

That the report titled "Financial Performance for the 7 months ended 31 January 2020" be received.

Mrs Rothwell/Cr Kumar
CARRIED
O&M20/03/08

Thomas Collé spoke to a Powerpoint presentation titled "Financial Performance for the 7 months ended 31 January 2020. (Attachment 2 page 9-13)

6.2 RECOMMENDATION 2: OPERATIONAL UPDATES FOR COUNCIL FROM INFRACORE LIMITED, ROTORUA AIRPORT LIMITED AND ROTORUA ECONOMIC DEVELOPMENT LTD.

RDC-992245

Resolved:

That the report “Operational and Financial updates for Council from Infracore Limited, Rotorua Airport Limited and Rotorua Economic Development Limited” be received.

Mr Waru/Cr Kumar
Carried
O&M20/03/09

Matthew Scott, CE Infracore Limited spoke to a Powerpoint presentation. (Attachment 3 page 14-20)
Mark Gibb, CE Rotorua Airport Limited spoke to a Powerpoint presentation. (Attachment 4 page 21-25)
Michelle Templar, CE Rotorua Economic Development Limited spoke to a Powerpoint presentation. (Attachment 5 page 26 -28)

7. **KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO EXCLUDE THE PUBLIC**

Resolved:

That the committee move into public excluded session.

Cr Donaldson/Cr Raukawa-Tait
CARRIED

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
CONFIDENTIAL MINUTES of previous meeting held 5 February 2020	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
VERBAL UPDATE: Community Safety update	The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where making available of the information would be likely otherwise to damage the public interest	Section 48(1)(a) Section 7(2)(d)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.

OPEN SESSION

Meeting closed at 2.15pm

To be confirmed at the Operations & Monitoring Committee meeting held 4 June 2020.

.....
Chairperson

Note 1: Rotorua Lakes Council is the operating name of Rotorua District Council

Note 2: Attachments to these minutes are available on request or on Council's website www.rotorualc.nz

**Confidential minutes of the Operations & Monitoring Committee meeting
held 5 March 2020**

**KŌRERO MUNA
PUBLIC EXCLUDED**

**7. NGĀ TAKE MATATAPU
CONFIDENTIAL ITEMS**

**7.1 TE WHAKAŪ I NGĀ MENETI (NGĀ TAKE MATATAPU)
CONFIRMATION OF MINUTES (Confidential items)**

Resolved:

**That the confidential minutes of the Operations & Monitoring Committee meeting 5 February 2020
be confirmed as true and correct.**

Cr Donaldson/Cr Yates
CARRIED

ATTENDANCE: Cr Donaldson left the meeting at 1.15pm

**7.2 VERBAL UPDATE
COMMUNITY SAFETY UPDATE**

Jean-Paul Gaston spoke to a PowerPoint slide – Attachment 1 (page 6)

Kurt Williams and Richard Horn spoke to a PowerPoint – Attachment 2 (page 7)

Resolved:

That the committee move out of public excluded session.

Mr Waru/Cr Wang
CARRIED

Meeting closed at 2.10pm

6 Public Petition – He Puka Inoi Tūmatawhānui

6.1 CBD Parking Petition – by Susan Jory

1) Petition: (Distributed under Separate Cover; [Comments](#); [Signatures](#);)

A petition “Make parking free in the CBD to support local businesses” presented to the Rotorua Lakes Council by Susan Jory.

Petition Summary – by Susan Jory

Rotorua Lakes Council, make parking free in the CBD to support local businesses that are struggling to survive post Covid-19. Free parking will encourage people to come to the CBD as a warm and welcoming place to shop, rather than facing the current frustrating and predatory parking system.

Parking is FREE for multi-nationals at malls and out of town retail outlets, so please level the playing field for small independent business owners who have put their heart and soul into building their businesses because they care about the heart of Rotorua. Petition supporters’ comments show this unfair and unusable parking system is discouraging shoppers and disadvantaging small local businesses over large corporations, putting thousands of jobs and livelihoods at risk.

Free parking will help to revive the CBD when it needs it most. Now is your chance to make it fair, make it right, and make it work!

7 Notice of Motion – He Whakamōhio I te Mōtini

1) Notice of Motion:

The following notice of motion was received at the Council meeting held on 28 May 2020:

“That Rotorua Lakes Council make parking free in the CBD to support businesses”

Moved by: Cr Bentley

Seconded by: Cr Macpherson

Council adopted the procedural motion: “That the discussion on the motion: That Rotorua Lakes Council make Parking Free in the CBD to Support Local Businesses be adjourned to the Operations and Monitoring committee to be held on 4 June 2020 commencing at 9:30am”

- CBD Parking Management – staff update

8 Staff Reports – Pūrongo Kaimahi

File No: 01-65-052
RDC-1014912

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

8.1 Financial Performance for the Ten Months Ended 30 April 2020

Report prepared by: Pete Kearney, Business Performance Manager

Report reviewed by: Justine Wilmoth, Finance and Business Performance Leader and Thomas Collé, CFO

Report approved by: Geoff Willams, Geoff Executive

1. TE PŪTAKE PURPOSE

The purpose of this report is to provide information on Council's financial performance for the ten months ended 30 April 2020.

2. HE TŪTOHUNGA RECOMMENDATION

That the report "Financial performance for the ten months ended 30 April 2020" be received.

3. TE MATAPAKI DISCUSSION

Operating Statement For the month ending 30 April 2020

\$'000	Actual	Year to date Budget	Variance	FY Annual Plan
Revenue				
Rates	82,645	81,176	1,469	97,372
Fees and Charges	11,838	12,897	(1,059)	15,966
Subsidies & Grants	4,051	3,936	115	4,552
Investment Income	794	589	205	699
Total Revenue	99,328	98,598	731	118,590
Less Expenditure				
Operating Expenses	43,180	42,070	(1,110)	50,324
Staff Expenses	24,247	23,489	(758)	28,875
Utilities Expenses	3,934	3,163	(770)	3,785
Administration Expenses	2,586	2,450	(136)	2,870
Finance Expenses	6,843	8,707	1,864	10,327
Depreciation	25,489	25,229	(259)	30,275
Total expenditure	106,278	105,109	(1,170)	126,456
Operating Surplus / (Deficit)	(6,950)	(6,511)	(439)	(7,866)

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Year to date Operating result:

Council's current operating performance is tracking slightly behind budget as Council responds to a variety of external challenges impacting our financial performance.

COVID-19 Observations on April Performance:

User pays Fees and Charges were \$429,000 lower than budget in April. Parking revenues dropped \$180,000 in April as the city locked down and people worked from home. In addition, as a result of the lockdown building and planning consent revenues were lower than budget by more than \$140,000 with the remaining balance spread.

The reduction in revenues was partially offset by some operational cost savings mainly due to the restriction on performing non-essential services and largely driven by reduced services to our parks and playgrounds for mowing, general maintenance etc.

COVID-19 has brought in a new normal of low interest rates for the foreseeable future, fixed mortgage rates on offer are currently at historic lows, which has allowed us to bank interest cost recoveries.

Parking and building/planning related fees and event driven revenues are expected to fall short of budget through May and June where there had been a number of expected events which will no longer go ahead and ~\$500,000 of revenues are at risk over this period.

YTD Performance Summary:

Overall though, revenues have performed well against budget, in particular Rating, but the challenges to parking, events and landfill are expected to continue and or worsen during the coming months. Parking revenues are improving but continue to be short of budget.

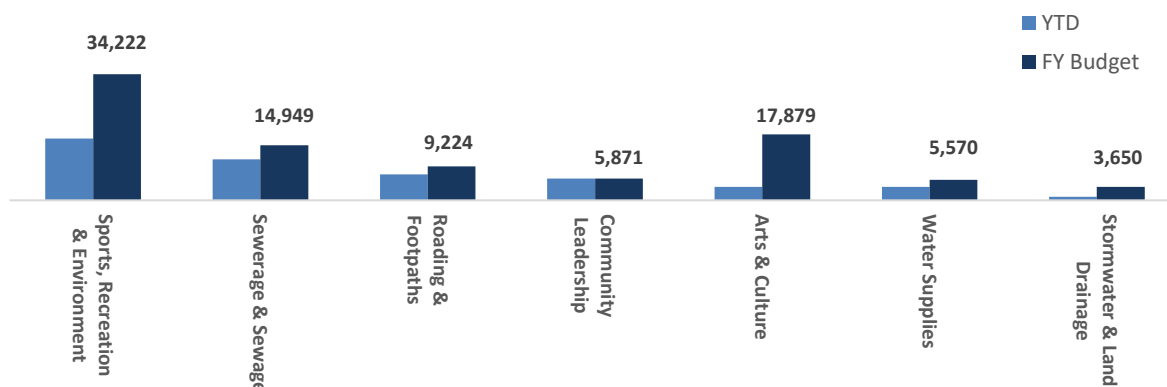
At this stage it is unlikely Council will be able to reduce expenditure to fully offset the projected revenue drop.

Compounding the pressure on fees and charges and further offsetting the revenue gains is the following key cost drivers above budget:

- i) One off payment associated with land for siting of Waste Water stations. This cost will be offset once a separate associated land sale has been completed but unlikely to occur in the current financial year given the delay in legal proceedings following the April shutdown.
- ii) Additional compliance, supervision and operating costs for the Rotoiti/Rotoma treatment plant.
- iii) Increased costs for increased stringent water planning requirements.
- iv) Inner city security patrol costs.
- v) Election related communications and support costs. These costs will be offset later in the year when government subsidies are received.
- vi) Electricity – In 2019 Council was adversely affected by continued cost price volatility. This volatility has been somewhat mitigated by entering a fixed price contract from December 2019.
- vii) Staffing expense is up in response to demands in compliance and regulatory areas e.g. Animal control, planning, consenting and policy advice.
- viii) Depreciation is slightly higher than budget. This is a result of the asset revaluations amounts coming in higher than anticipated.

The above challenges are being monitored and managed closely along with tight oversight on expenditure. Council continues to work to understand and stay abreast of the COVID-19 fall-out which remains at the forefront of our planning as we work to respond appropriately to a rapidly developing and challenging scenario whilst at the same time ensuring we retain flexibility to respond to any new and unforeseen events.

Capital Expenditure for the 10 months:



Total budget for the year is \$91.5m of which \$48m is a combined total for the Lakefront, Rotoiti/Rotoma, Museum, Whaka forest and SHMPAC work programmes.

Capital expenditure at 30 April was \$49.2m with the top 5 projects by spend totalling \$26.8m (54% of total spend to date).

Capital Revenues received at the end of April were \$11.8m.

Of the total \$49.2m of Capex:

- 17%, is driven by the Rotoiti/Rotoma sewerage scheme mostly on construction and reticulation works.
- 12% is driven by the beginning stages of construction works for the Lakefront.
- 11% is driven by the continued improvements and development of the Whaka Forest development particularly on the car park development at Forest Hub 2 and Long mile road.
- 10% is driven by repairing, improving and maintaining our roads (resealing), culverts and footpaths e.g. Whirinaki Valley road, Settlers Road and Yankee Road, as well as ongoing maintenance for chipseals, footpaths and street lighting with more than half a million dollars spent on rural seals.
- 7% of the YTD total relates to ensuring the integrity of our Water Supply.
- The remainder is spread across numerous smaller capital programmes which on an individual basis comprise less than or equal to 3% of the total each.

The \$42m gap to FY budget is driven by a few key capital programmes, namely:

- Lakefront 8.2m
- Museum 7.3m
- SHMPAC 5.8m
- Aquatic Centre 5.4m
- Water Supply and Storm water 4.6m
- Sewage 3.8m
- Whaka Forest 3.3m
- Roading 2m

April capital expenditure was ~4m which was down 32% vs March as only essential services works were able to continue across the Sewage services as well as the requirement to procure professional services for elements of the Museum, SHMPAC, Whaka forest etc. Council remains committed to supporting local enterprise where practically feasible and continues to monitor events closely.

Overall Council's net borrowings have not materially changed during the ten months for operational purposes, however, Council has taken a prudent approach by placing on standby some short term debt and increasing emergency working capital over the short term. To mitigate this and to conserve cash, we have been working alongside our key partnerships to bring forward planned funding.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy.

Staff Reports (Continued)

File No: 01-65-052
RDC-1009137

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

8.2 Operational Report for January To May 2020

Report prepared by: Geoff Williams, Chief Executive

1. TE PŪTAKE PURPOSE

The agreed purpose of the report is to provide:

- briefings on matters under consideration prior to any decision being needed by Council;
- an opportunity to discuss the purpose and nature of developments at an early stage;
- progress updates on key initiatives; and
- briefings on issues and matters arising from decisions made.

2. HE TŪTOHUNGA RECOMMENDATION

That the report “Operational Report for January to May 2020” be received.

3. TE TĀHUHU BACKGROUND

The report has five sections with reports and updates from:

- Kāhui Mahi - Operations group
- Mana Hautū Māori
- Kāhui Rautaki - Strategy group
- Kāhui Tūāpapa - Infrastructure group
- Kāhui Pakihi - Business Support group

It is envisaged some matters will need to be considered in public excluded. The intention however is to maintain as much as possible in open meeting.

The operations update report will not replace any existing reports to Council, such as the monthly report on organisational performance presented by the Chief Financial Officer.

4. KĀHUI MAHI - OPERATIONS GROUP

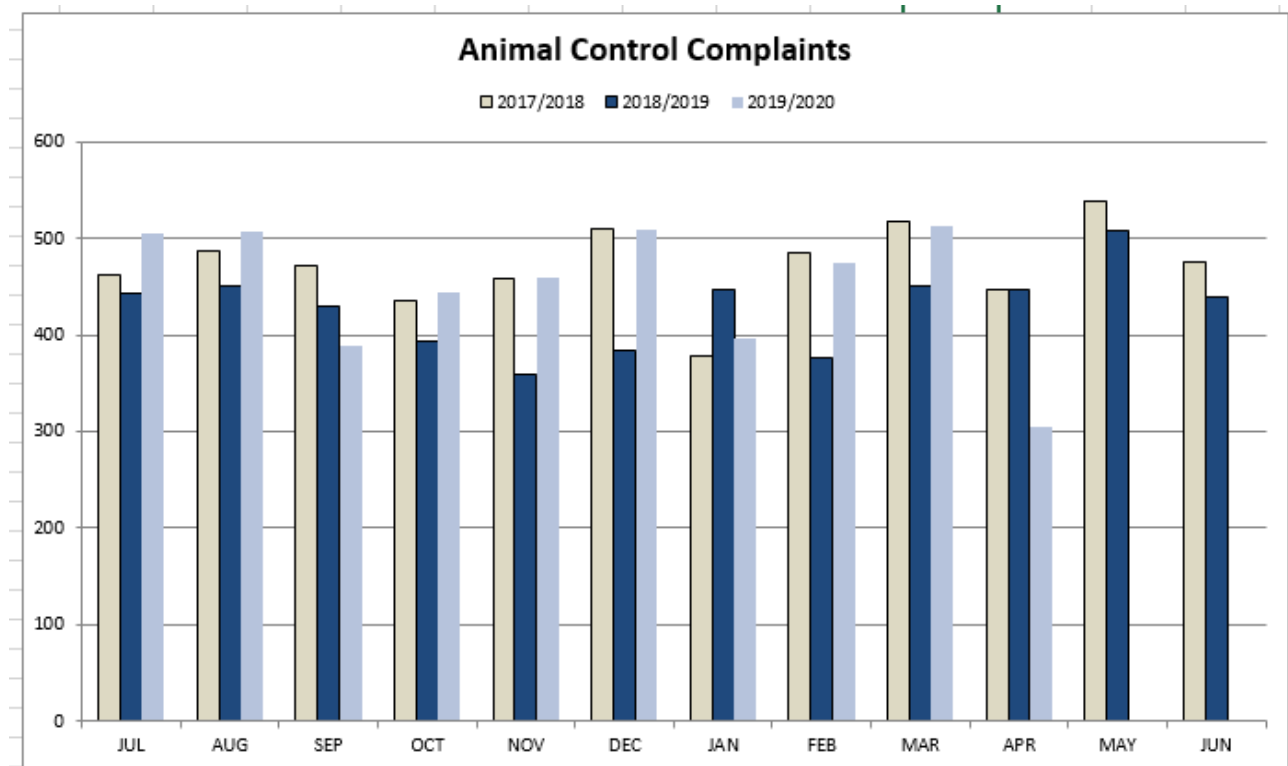
4.1 HUNGA: TIAKI HAPORI COMMUNITY AND REGULATORY SERVICES

This division contains the functions of: alcohol licensing, animal control, food licensing, general bylaws, noise control, parking services, safe city guardians including CCTV and resource management act compliance. Each report will focus on some statistical reporting on one of the functions (by graph) including an area of interest.

4.1.1 General

- The pound's Homeless Hounds Facebook page is up and running to raise the profile of dogs under our care, attract potential new owners and in turn decrease euthanasia rates.
- The Animal Control team have experienced an unexpectedly high number of rushing and dog attack complaints during lockdown. Staff worked with the Daily Post over this disappointing development.
- The licensing team experienced a rise in complaints earlier in the year relating to noise and vibration coinciding with preparatory works taking place at a number of new subdivisions. Noise complaints have continued during level 4 and level 3 lockdown however mainly in relation to residential noise levels.
- As the COVID-19 situation has developed, our city patrols have continued to focus on anti-social behaviour in the initial stages, and then progressed into property protection and public education. CCTV monitoring was increased in support of the patrollers and Police.
- New parking communications are available on Council's website and in the newspaper detailing the completion of a number of parking related matters originally communicated in February's Operations and Monitoring Committee meeting. This includes the Parking App, Pukuatua Street parking building, amnesty period for non-payment of parking, ongoing education campaign and reduced rate all day parking in select existing all day paid areas.
- Council staff are working through the relevant regulatory requirements in response to a request from Lime Scooters to undertake a trial in Rotorua. A six month trial involving 250 scooters will be undertaken at some point to allow Council and Lime to assess the effects of the activity. Detail on timing will be provided in due course given the delay due to the COVID-19 epidemic.
- The Community & Regulatory Team have adapted well to the COVID-19 working environment with only minor adjustments required around complaint response. This saw most complaints dealt with over the phone instead of in person in the first instance.
- Alcohol licensing and Food Act staff have adapted well to changes in working led by the Government's approach/updates to licensing and registration legislative requirements during lockdown.

4.1.2 Animal Control Statistics



Animal Control complaint data illustrates an increase on 2018/2019 figures. Longer daylight hours and a hot dry summer this year has likely contributed to an increase in complaints with more people enjoying the outdoors. Complaints received generally relate to barking, roaming and to a smaller degree attacks on people or animals leading up to lockdown on 25 March. During lockdown, general complaints were down however we experienced a higher than expected number of complaints in relation to attacks and roaming. In addition to enforcement, Council staff continue to play a key educational role with the public.

4.2 OHU: WHAKAWHANAKE PLANNING AND DEVELOPMENT SOLUTIONS

This division contains the district planning, Resource Management Act consenting, building inspections and consenting, and business support functions.

4.2.1 Consenting Activity (this report covers the period 1 March to 30 April 2020)

COVID-19 Update

This period largely falls with the COVID-19 Level 2, 3 and 4 period. Planning & Development staff continued to work incredibly hard over the lockdown period. The processing of consents is largely paper based which requires consents to be lodged and issued in paper format. In the 48 hour window between Level 3 and Level 4 we recognised the importance for the community / economy to be able to continue processing consents remotely. Given strict lockdown requirements this required a new way of processing consents.

A revised process to enable electronic lodgement, processing and granting of consents was devised. While not without teething issues, this has enabled consents to be continued to be lodged, assessed

and issued electronically. While we are still working on a permanent solution through the implementation of the OneCouncil system, we are looking to continue this with a version of electronic lodgement going forward. We wish to maintain the gains made through this period.

During Level 4 lockdown building inspections were not permitted to be carried out. The building inspectors remained busy as they were re-deployed within the building team, resulting in a more efficient and effective team coming out of Level 4.

The move to electronic lodgement resulted in a busy time for the consenting staff and kept projects moving along so that post lockdown consents had been advanced.

Building Consents

- The total value of building consents issued for the financial year to date is \$109,745,900.
- The number of new dwellings consented for the financial year to date is 129.
- 13 new dwellings are currently being processed.

Subdivision Consents

- The number of consented (residential / lifestyle) lots issued for the financial year to date is 110.
- We are currently processing subdivision consents for a combined total of approximately 200 lots.
- There have been informal discussions with a variety of landowners for potential subdivisions for up to a further 100 lots.

4.2.2 Policy

District Plan Update

Plan Change 2: Pukehangi Heights

The Pukehangi Heights Plan Change (PC2) proposes the rezoning of 160ha of farm land to the south west of Pukehangi Road to enable a mix of residential and rural residential development. The plan change is being processed using the Streamlined Plan Change provisions of the Resource Management Act.

The plan change was notified in January 2020, 47 submissions were received and 8 further submissions. Issues raised by submitters included stormwater and flooding, water quality and traffic effects, the protection of cultural values and the request for the inclusion of additional land within the plan change area.

Pre-hearing mediation was scheduled to occur in April. However, given COVID-19, mediation was appropriate, so issues have been worked through with individual submitters as appropriate.

There have been delays with stormwater modelling that is required prior to the hearing. Due to the plan change being processed under the Streamlined Plan Change provisions of the Resource Management Act we require approval from the Minister for the Environment for the delay and this is underway. Depending on the outcomes of the modelling, and subject to the Ministers approval, it is anticipated that the Hearing will occur in late August 2020.

Plan Change 3: Significant Natural Areas

The Commissioner's Recommendations on PC3: SNAs are expected to be received by the end of May and will be reported back to Council following this.

The plan change involved the identification of new SNAs in the District Plan along with some amendments to existing SNAs.

4.3 OHU: MAHI TOI ARTS & CULTURE

4.3.1 Project Updates

Te Whare Taonga te Arawa Museum

The Museum detail design phase continued with building consents for stages 1, 2 and 3 (south wing and foundation packages) being submitted during alert level 4 lockdown. Online meetings continued with the coordination of design elements using the 3D rivet model which allowed design and buildability work to continue.

During the lockdown period the Museum experienced geothermal activity under the south wing floor slab. The assumption is that this is created by a leaking bore at the rear of the Museum and further investigations are underway with geothermal and geotechnical experts from GNS, WSP and RLC.

The project timeline was affected by COVID-19 with Hawkins procurement for sub-trades who were unable to access the building during the lockdown period and a further 10-day delay due to geothermal issues.

The construction contract is expected to be submitted in mid-June for Council approval.

SHMPAC

Detailed design is now complete with building consent submitted during alert level 4 lockdown. The design includes cultural narrative led by Ngāti Whakaue. Detailed costings for the final design are underway. Total funding commitments for the project remain at \$22.475 million. Burtons' deconstruction work is complete, with the asbestos removal ongoing. As a result of COVID-19 procurement has been delayed, as sub trades require access to the building for pricing.

The construction contract is expected to be submitted in mid-June for Council approval, with the main construction phase now expected to start in July and will take 12-months to complete. The centre is scheduled to reopen in the second half of 2021.

4.3.2 Markets, Festivals and Events

- As a result of COVID-19, all face to face events since 15 March have been cancelled. Work has now switched to delivering and/or supporting online events where appropriate, and reviewing strategies, plans and processes to build back better as the alert level restrictions allow.
- **Event strategy:** A new Arts & Culture event strategy is now developed which aligns with Vision 2030, the overall Arts & Culture strategy and the Recovery Strategy planning guidelines.
- **March - May events organised or supported by the Arts & Culture business team:**
 - **Lockdown Soul Sessions:** marketing support for online live music with almost 170,000 views to date.
 - **Anzac Day:** developed and promoted online format for the 2020 commemorations.
 - **May Music Month:** development and marketing support for online live music sessions and song writing competition.

4.3.3 Hunga: Whare Pukapuka (Mātauranga) Te Aka Mauri

Virtual Library: Staff responded extremely well to the challenge of working remotely, most were involved with either managing the eBook materials, assisting customers, creating online content and programmes or online learning and development.

Prior to lockdown the library experienced unprecedented borrowing, the final week saw a 40% rise in book borrowing as customers “panic borrowed” and by lock down nearly 20,000 physical books were out on loan.

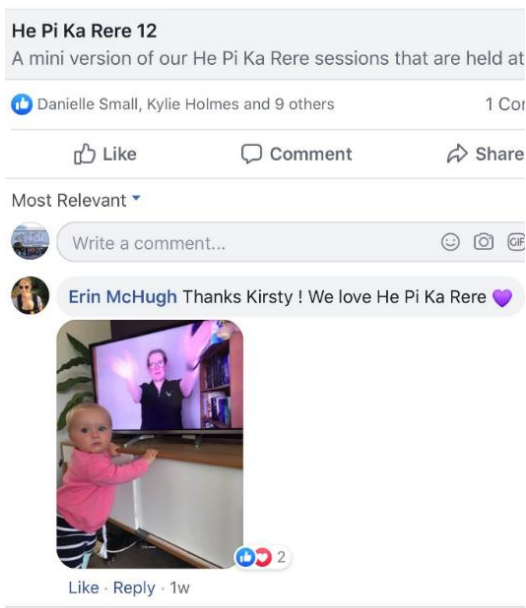
E-material: Usage increased by 70% for the period, peaking in April with 113% increase, compared with April 2019. Nearly 13,000 items were loaned during March and April.

Education: Within Rotorua Library’s eLibrary are three Ebsco databases. These databases were and continue to be valuable to school students now studying from home. They provide access to credible information within encyclopaedia articles, book chapters and magazine articles. Usage statistics for these eResources combined show searches have increased by 800%.

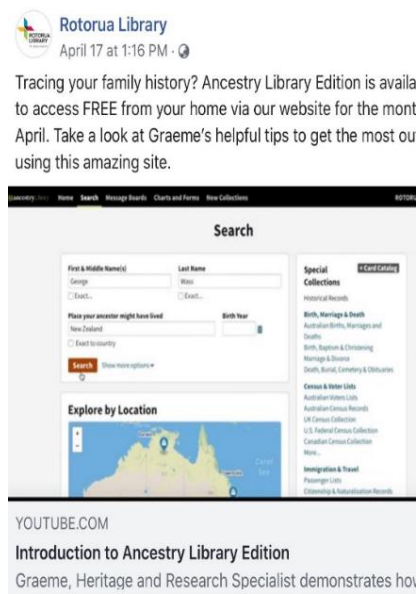
Online programmes continued during lockdown with over 1000 views from loyal patrons. The most popular was an online version of our regular preschool programme He Pi Ka Rere, along with sign language, Origami, Heritage team instructional tutorials and Maramataka information. Facebook engagement also increased by over 100% as the team added content that ranged from Heritage & Research throwback Thursdays, arts and craft for children and mindfulness for tamariki.

Click and Collect/Deliver: Lockdown identified the opportunity to fast track development of our outreach programme click and collect/delivery, a programme that has been on the Outreach radar. This service is continuing to operate at level two and will initially be targeted at the 70 plus age group, house-bound and immune-compromised. Eventually the system will be opened up as regular branch of the Outreach Services to include those with limited transport or those who want an easy online book ordering option. The outreach team have been contacting the 70 plus age customers, housebound and schools and have secured early bookings for the delivery service.

Starter Card: Another project completed during lockdown that will complement our delivery services, and allow greater access to library services to economically and socially disadvantaged customers. Aimed at those who lack proof of address, are concerned about their financial circumstances and wish to avoid library fines (this often includes families, and results in access restrictions to children/youth) or those continuing to self-isolate. Borrowers do not have to provide ID to obtain access to limited loans and the service is fine free. However whilst borrowing is limited, it does provide far greater access to resources than was previously available.



Delivering He Pi Ka Rere online



Demonstrating Ancestry info

4.3.4 Hunga: Whare Ahurei ki Paepaehākumanu Energy Events Centre & Business Events

Over this reporting period the venue hosted the following sporting event highlights:

- National Maori Basketball Tournament: hosted in January 2020 with 3500 plus participants over the 5-day event.
- 8 Scott Ave The Musical: held 5 shows over two weeks in February. The Bay Trust Forum was transformed into a mini theatre with seating for 360 and a full theatre set on stage. The show was well attended with the last two shows selling out.



- Te Arawa Kapahaka Regionals: held 6 -7 March with over 3000 in attendance. A new addition to the festival compared to previous years was a Māori Business Expo in the Grand Hall which attracted 29 stalls made up of 17 retail, 1 education, 4 government services, 2 Health & Wellbeing, and 5 information.

Over this reporting period the venue hosted the following exhibitions and other events highlights:

- Home & Garden Show: returned for a three day show in early February with over 5000 in attendance.

- Rotorua Youth Road Safety Expo: held for one day only of the scheduled three days due to the introduction of the COVID-19 Alert Levels and restrictions.
- Tattoo Hui 2020: an inaugural event held in the venue over Waitangi weekend with 66 exhibition sites and just under 2000 visitors through the doors. Feedback from exhibitors and the public was so positive that the organiser is looking forward to returning in 2021.



Tattoo Hui Aotearoa – Venue set up

Following the Alert Level announcements, a number of events at the venue were postponed or cancelled. Given this, the venue was requisitioned from Monday 30 March as a testing site for the DHB utilised 7-days per week.

4.3.5 Performing Arts

- **Local Partnerships:** Worked with local musician Bobby Mihi Howard during May to deliver New Zealand Music Month. Lockdown Soul Sessions was a successful programme delivered during Lockdown Level 4.



PICTURED: LOCKDOWN SOUL SESSIONS Cover Photo

- **National Partnerships:** Working with promoters to re-book their events where possible and keeping updated with what other national venue/ organisations are doing with programmes and events. Regular meetings continue with 'He Waka Urungi' National Māori Theatre Steering Committee.

- **Aronui:** Aronui incorporated as a Trust in March 2020 and will start planning a programme that may be run virtually this September.
- **Creative Strategy:** RLC Strategy will lead the refreshment of an updated Creative Strategy that will be finalised by Spring 2020.

4.3.6 Education

Pre COVID-19

- 677 students have utilised our education service to date this year. 387 from Rotorua and 290 from the wider Bay of Plenty.

COVID-19

- All school group bookings in council venues were cancelled or postponed until 31 May.
- World Aquabot Competitions in Maryland USA (Jessica Wilkes was attending) are cancelled due to COVID-19.
- During level 4 lockdown a brand new online teaching and learning tool- Discovery Page was created. This contains 24 new activities for students, teachers and parents www.rotoruamuseum.co.nz/education/nz-schools/discovery-zone/
- Alternative methods of delivery at level 4 and 3 of lockdown: senior geography class Zoom meetings, Discovery Page, creating How to Videos, Tech Talks, split delivery sessions.
- Level 2 planned outreach into schools.
- Normal school education visits to council venues unlikely until level 1 or restrictions with social distancing/numbers are changed.
- Solid bookings for Term Three for July onwards (mainly Rotorua schools).

4.3.7 Public Art

- Repairs completed for damaged carvings in Tyron St and Kuirau Park by Rakei Kingi.



- Sculptor Trevor Nathan has been engaged to repair 'Tui Nui' sculpture on corner of Eruera and Tutaneke Streets.
- **Galleria:** Art exhibition by Regan Balzar currently was on show until 15 May. Discussions with RECT towards exhibiting pieces from their collection, possibly in early Spring.
- **Band Rotunda Concerts:** Performances well attended with brilliant weather. Only one performance was cancelled due to COVID-19 lockdown.
- **Airport:** All murals have been now been delivered back to participating schools and have been very well received
- **Murals:** Working with Rotoma School to embellish the recently upgraded Matahi Spit toilet block. Completion expected during level 2 status.

- Mural on reservoir at the top of Tarawera road in planning stages.



- Council working with Rotary to embellish the shipping container newly situated at the upgraded basketball facility on Haupapa Street. Creation of the digital file is complete with installation pending.
- **CBD Pavement Art:** A low-cost guerrilla-style street art trail is planned to commence during level 2 status. This will be an evolving collection of engaging and quirky temporary chalk images - giving quirky points of interest, welcoming people back into the city, and providing a unique stage for wider community engagement and reaction.
- **Sculpture Symposium:** Biennial event postponed this year. Discussions with currently exhibiting local and national sculptors as to a potential low-cost refreshing of the Sulphur Lake Sculpture Trail later in the year.



4.3.8 Hunga: Whare Taonga o Rotorua Museum Te Whare Taonga o Te Arawa

Collections

Work underway on the Museum's backlog of unprocessed acquisitions – some dating back to the 1990s. These are mostly photography, documentary heritage and social history donations and processing the backlog involves researching and assessing each item, locating and contacting donors, cataloguing and storage.



Manaaki works through unprocessed acquisitions.



Part of the backlog.

Research and Collection Access

- The team hosted 30 visitors to the offsite facility, including the Mayor, an anthropologist from Geneva, Te Aka Mauri staff and Toi Ohomai students, who made and exhibited works inspired by objects in the collection.
- Staff responded to 41 research or collection enquiries – including contributions to the Library's monthly displays and requests for historic images. Research and response to collection enquiries continued during COVID-19 lockdown.

Exhibitions

- Planning continues for the Museum's future exhibition schedule. Conservators Detlef Klein and Marco Buerger are engaged to recommend an appropriate methodology for stabilising and removing historic baths in the BathHouse basement, in preparation for building works.
- Meeting held with Scion marketing staff to see how the institution might contribute a science perspective to future exhibitions and programmes.
- This year's Top Art exhibition was installed at Te Aka Mauri.

Other projects

The team assisted the property team with identification of historic tūrapa panels at the Civic Centre, as part of the building renovations. The panels were identified as having been woven by Emily Schuster and were returned to her family.

4.4 OHU: MAHI RĒHIA SPORT, RECREATION AND ENVIRONMENT

This division has responsibility for Council-owned and operated open spaces and sport and recreational facilities including the Aquatic Centre, International Stadium, parks and reserves, lakeside reserves and their associated structures.

4.4.1 Capital Projects

Open Space & Recreation (1) Reserve Improvements	Open Space reserves across the district are heavily used and there are a number	<u>Kuirau Park</u>	The new Market Space carpark was available from January for parking and Rotary were aiming for a late March Opening. With COVID-19,
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	of capital improvement projects each year to lift the level of service in specific reserves.		works halted we await the planting, fencing, lighting and some art to complete the market space. Rotary will start their Saturday markets when restrictions allow.
		<u>Skate Park</u>	Investigation work on site suitability and design continued until March but these have now been put on hold pending the completion of the Annual Plan.
		<u>Sanatorium Reserve</u>	The RLC storage yard is being cleared and Downers Contractors are using the old BMX track for gravel storage for the new road into the Rugby Club. Once completed Downers will decommission the old BMX track area. Pest control across rugby fields and ecological areas has resumed.
Aquatic Centre (2) Redeveloping the Aquatic Centre to broaden its range of uses and meet the needs of Rotorua residents and visitors.	The Aquatic Centre upgrade will improve facilities and extend the life of the Centre. Work includes the pool hall roof, ventilation, change facilities and outdoor 50m pool. The project is seeking external funding from NZCT, Grassroots and NZ Lotteries to support the regionally important 50m pool work.	<u>50m Outdoor Pool</u> The pool will be completely refurbished with a new lining, deepened and extended to include a movable bulkhead.	The design for the 50m pool upgrade is underway although delayed by 4-weeks given the COVID-19 Level 4 restrictions. Components for the upgrade (new filtration, pool edge gutters and bulkhead) are being manufactured in the USA and this has continued over the NZ COVID-19 Level 4 restrictions. The construction works on the 50m pool have been delayed a month and are now expected to begin in August 2020 and are expected to take 12-weeks. \$200k of external funding for improvements was obtained from the Grassroots Trust but unfortunately other external funding bodies have notified us that due to COVID-19 impacts, they will not be accepting applications for the immediate future.
(2) Playgrounds	Council's renewal programme to upgrade play grounds as required and create new playgrounds when city growth requires addition to the network.	<u>Pullar Park Reserve</u>	The new playground and bike track at Sunset Primary School opened on the 18 February. Council owns the bike track as a community asset and worked closely with Sunset Primary school on these projects.
		<u>Playground Renewals</u>	Equipment was ordered in December for the renewal of 7 playgrounds. This supply has been delayed and playgrounds will be renewed from late May through to August.

(3) Public Toilets	The LTP has identified a number of new toilet requirements across reserves and the inner city and resourced improving the level of service in existing structures.	<u>Government Gardens</u>	The toilet unit was delivered in March and the cultural graphic wrap has been created. The building consent and tender process has been completed but work was delayed due to Level 4 restrictions and completion is now expected in September.
		<u>Tikitapu – Rotokakahi Lookout</u>	Funding secured from the Tourism Infrastructure Fund for a new toilet to be located at the lookout between Lakes Tikitapu and Rotokakahi. Design and planning requirements are still being worked through with construction to commence prior to next summer.
Whakarewarewa Forest Development (4) Developing the forest with Provisional Growth Fund (MBIE) assistance to improve front-end visitor infrastructure to provide a platform for economic development	The forest project is included in the LTP and includes improved facilities along Long Mile Rd, a new forest hub off Tarawera Road and a Forest Loop and City Loop great ride. The forest projects are a collaboration between RLC, MBIE, Ngāti Whakaue, Tūhourangi Ngāti Wāhiao, CNI Iwi Holdings Ltd, Timberlands.	<u>Long Mile Road</u> upgrades: Footpaths, shared paths, car/bus parks, stormwater kerbs and channels etc.	Improvement work along Long Mile Road is complete. Construction of the bus and equestrian parking area occurred January to March and was finished prior to COVID-19 Level 4 restrictions. Some minor defects require completion for this component of the project.
		<u>Forest Hub 2</u> Development of a forest entrance hub with extensive parking, event areas and a toilet and shower facility.	All hard surface parking areas are complete. Placement of topsoil & mulch was completed in March, with grassing of the site completed in early May after the COVID-19 Level 4 period. The toilet started mid-March with foundation work complete before Level 4 restrictions and construction restarted in May with completion expected in August.
		<u>Forest Loop Great Ride</u> Creating a NZCT quality Great Ride trail around the forest	Work on all sections of the forest loop Great Ride commenced in February with sections opening as they are completed. Work stopped during Level 4 and once construction work is done, a cultural overlay for interpretation panels around the track will be installed. Aiming for an official opening of the forest loop in late October, 2020.

		<u>Visitor Centre</u> Completing a new Visitor Centre at the Long Mile Rd site.	The procurement process for the design and build of the Visitor Centre has begun with an EOI sent out over the COVID-19 Level 4 period, with submissions due at the end of May. A shortlisting process will follow with a construction contract awarded by late August.
Lakefront Development (4) Developing the Rotorua Lakefront with Provisional Growth Fund (MBIE) assistance to improve aging infrastructure and provide a platform for economic development	The Lakefront project is included in the LTP and is a significant upgrade to the Rotorua Lakefront. This work involves creation of a boardwalk over the water and into the bay, restoration of historical shoreline terracing, new play areas and toilets, and provision for commercial areas at the western end with links to Ōhinemutu.	<u>Removal of Scout Den and Soundshell</u>	These removal projects were combined with Kuirau House and all but the Soundshell was completed as planned. The Soundshell removal was delayed by the COVID-19 Level 4 restrictions and restarted at Level 3. The building removal and ground remediation is scheduled to be finished mid-June.
		<u>Stage 1. Lake front boardwalk and shoreline</u>	HEB Construction completed the western end coffer-dam and were working on stabilising the ground for boardwalk placement before the Level 4 restrictions stopped work. Boardwalk pile sections have been tested offsite for engineering requirements. Work restarted at Level 3 and the coffer-dam wall is now being built to enclose the eastern end. Work continues on identifying project improvements to make up for lost time.
		<u>Stage 2. Enabling works for playground area</u>	Waiotahi Contractors are working on the new playground area to re-route services and pre-load the playground site for later construction. Delays occurred due to finding 60° C ground water that triggered some resource consent requirements and the discovery of abandoned stormwater pipes. Work halted at the Level 4 restrictions but resumed at Level 3.
		<u>Stage 2, 3 & 4 Construction</u>	Contract has been awarded. Council meeting 28 May 2020.

Sports Development (5) Sports field Improvements	Maintaining sports fields to meet winter sports code demand is an essential service to provide the necessary playing surfaces for encouraging participation and supporting sports clubs and codes.	<u>Sports Field Demand and Supply improvements</u>	Puketawhero Park No.4 field light installation was completed in February and enables increased winter field use on these quality fields. Other field lights across the network are also being reviewed. The irrigation system on Ray Boord Park (4 fields) was installed and working for the summer touch rugby tournaments and autumn grass growth for winter sports.
(6) Sports Facilities	Sports grounds provide important activity areas so need to be of the necessary quality with supporting infrastructure to facilitate use.	<u>Car park Improvements</u>	Smallbone car park works and Puketawhero car park works have been completed.
Lakes Infrastructure (7) Lakeside reserve improvements	Lakeside reserves are important spaces for locals and visitors to appreciate the lakes. They provide a showcase area and have strong local community ownership.	<u>Toilet Block refurbishments</u>	The Matahi Spit and Acacia Road toilet block refurbishments are complete. The Boyes Beach toilet block construction was scheduled to be completed in March but the COVID-19 restrictions halted work but was completed in late May. Tarawera Landing toilets will be upgraded as part of the project detailed below.
		<u>Gisborne Point West (Komuhumu) Boat Ramp, Rotoiti</u>	The Komuhumu/Gisborne Point boat ramp and jetty resource consent has been granted and a contractor was secured to undertake these works before the Level 4 restrictions delayed starting. Work is scheduled to occur through June and July.
		<u>Tarawera Landing</u>	Tourism Infrastructure funding of \$293,056 has been secured for the upgrade of the Tarawera Landing. We are working with Tuhourangi and consultants to refine the design and the planning requirements for the upgrade. Work on the Toilet Block refurbishment will begin in June and completed in late July.
(8) Access Improvements	Access to the lakes via boat ramps and jetties are important infrastructure to support recreational use of these natural assets.	<u>Acacia Rd Boat Ramp & Jetty upgrade, Lake Okareka</u>	Work on the jetties and ramps are complete. Tourism Infrastructure Fund have approved using the remaining funding for car park modifications that were delayed due to the COVID Level 4 restrictions. This work started 18 May and will be completed mid-June.

		<u>Rotoma & Rotoehu jetties and ramps</u>	Jetty repairs at Rotoma have been carried out where new decking was required. Kennedy Bay Jetty upgrade work was awarded however delayed due to Covid Level 4 restrictions, but restarted in May with completion due in June.
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4.4.2 Hunga: Whare Kauhoe Aquatic Centre

The Aquatic Centre had a great summer season with attendance numbers being well above target. Swim and gym memberships continue to grow, as do Aqua-fitness class numbers. The 50m pool was in high demand over summer with clubs from all over NZ and Australia utilising it. In addition 12 schools utilised the 50m pool for their swimming sports and a 3-day Aquaknights swim festival was hosted by Swim BOP at the facility with 350 competitors.

Prior to COVID-19 restrictions, attendance was tracking at 13% above last year's figures. Learn to Swim had 1,073 students in regular learn to swim classes; school group lessons were doing well with CLM teaching over 1,000 students in February delivering more than 4,000 lessons. CLM, Council and Quantum Events teamed up to sponsor the Te Kauria Te Moana – child water safety programme. 100 tamariki received free-swimming lessons at the Centre and on the lake with CLM teachers assisting Scott Rice, Ocean Swim Coordinator. The tamariki were meant to participate in the Ocean Swim race at Lake Tikitapu but unfortunately this was cancelled as a result of COVID-19 restrictions.



Te Kauria Te Moana Programme



CLM's Building Champions Event

The Building Champions Obstacle Course was held on Sunday 1 March at the Centre. This event was a CLM run event that is held all over the country and this was the first time in Rotorua. The event is a fun day out for children between the ages of 3-13 years who participate in a fun run that includes challenging obstacles. It proved to be not only a great day out for the kids, but the whole family as parents ran alongside their children. There were 270 participants which exceeded our expectations.

Due to the COVID-19 restrictions the Aquatic Centre was closed to the public on Monday, 23 March. All indoor pools and dosing equipment were turned off. The 50m pool was left full and minimally dosed to avoid any uplift and also provide a heat sink for the geothermal system that requires a new reinjection bore to replace the old failing bore. The pools have been checked daily by staff and the drilling of a new reinjection bore started immediately after the COVID-19 Level 4 restrictions were reduced to Level 3. CLM retained staff over Level 4 and Level 3 and prepared for reopening at Level 2. CLM worked with Sport NZ in developing their Level 2 operating practice for all their pools throughout the country. The Aquatic Centre has been open and operating at the Level 2 conditions since 14 May.

4.4.3 International Stadium

Mobile irrigators were used this summer to prepare the fields on Stadium No.2, Westbrook and Ray Boord for the Northern Region IPS Touch Tournament and NZ Senior Touch Nationals. The irrigators were purchased after poor field conditions in 2019 for summer touch rugby and then later winter sports. Feedback from Touch NZ with regard to field improvements has been very positive and shows the benefits of irrigation on these fields over the dry summer. The NZ Warriors v Wests Tigers Pre Season game was held on 1 March which saw 4,500 spectators at the game. Events held at the Stadium and associated fields over the February and March period included:

- Northern Region IPS Touch tournament (3 days, 80 teams, 3,000 visitors)
- NZ Senior Touch Nationals (3 days, 70 teams, 3,000 visitors)
- NZ Warriors v Wests Tigers Pre Season game (4,500 spectators)
- BOPRL 9's McLeod Cup
- 7th Day Adventist Touch Tournament

COVID-19 restrictions from late March did not affect any events at the stadium as autumn is the planned field maintenance period. Maintenance was started just prior to the lockdown but halted and was then restarted at Level 3. Throughout April, Sport Development team staff have been working closely with clubs, regional and national sporting organisations and event organisers with future planning for when competitions and/or events can take place and how they will operate after COVID-19 restrictions end. COVID-19 related cancellations have been confirmed for the Rotorua Dog Show and the Maurice Hulme Girls Football Tournament and postponements are being worked through for the Mitre10 Rugby and the competition format that will replace this series.

4.4.4 Sports Development

Following the Westbrook Sports & Recreation Precinct concept presentation on 27 February, meetings were held individually with Rotorua Athletics and Springfield Golf Club. In early March, a meeting was held with the sports club and code stakeholders that were involved in discussions on the feasibility investigation, to update them on the investigations and to present the draft Concept Plan. A media release went out on 5 March and letters were delivered to residents surrounding the Springfield Golf Club on 6 March. This letter provided information on the concepts including a link to more information and a feedback portal via the Council website Kōrero Mai – Let's Talk. Feedback on the Precinct concept received during March has since been assessed and categorised.

As a result of COVID-19, the Westbrook Sports and Recreation Precinct will now not be included in the LTP 2021-2031. Consequently, further engagement on this concept will be postponed to a later date and information collected to date will be used to understand what other feasibility work needs to be investigated.

During March, summer sports competitions ended and winter codes at the senior level started training and pre-season games. Unfortunately the schools touch competition running into late March was adversely affected by COVID-19 restrictions with the finals cancelled while the end of season cricket prize giving was also cancelled. All winter season training and games were cancelled on 23 March until further notice. The COVID-19 pandemic has seriously affected sports club activity and in addition the Class 4 Gaming Trusts have closed their ability to fund sports indefinitely. In 2019, Rotorua sport and recreation entities received in excess of \$2m from Gaming Trusts. This funding will not be available when winter sport starts again so will adversely affect clubs ability to pay for fields, uniforms, clubroom maintenance etc.

4.4.5 Sport and Recreation Events

Staff have been working on a project to provide event signboards at main access points into the inner city to provide bookable spaces for event organisers to locate signs promoting their events. These will provide legitimate off-site event sign locations to support event organisers, in particular community organisations, to promote their events. The supply of six of these signboard structures is going through procurement now with the work expected to occur over June and July.

Summer is the peak season for major sport and recreation events with a number of events occurring over late summer at various indoor and outdoor venues across the city. The weekend of 1 March was such a weekend where we hosted a number of sports events (Warrior's pre-season game, Rotorua Off-road Half Marathon, MTB Enduro and Building Champions Obstacle Course) on the same day.

Major events held during the January to March period were:

- Blue Lake Multi Sport Festival: Held over the Auckland Anniversary weekend 25-26 January 2020 (1,000 participants plus supporters)
- Tarawera Ultra Marathon: 8-9 February 2020 (3,000 participants plus supporters) up 50% on 2019.
- Kauria Te Moana Children's Open Water Swim Safety Programme: 29 February 2020 (100 participants plus supporters)
- Copthorne Off Road Half Marathon, 2km Kids Run, 10km & 5km: 1 March 2020 (1,700 participants plus supporters)
- 2W Gravity Enduro: 22 February 2020 (400 participants plus supporters)
- Crankworx Rotorua: 29 February-8 March 2020 (numbers still to be finalised)
- Rotorua International Walking Festival: 14-15 March 2020

Unfortunately with the COVID-19 restrictions a number of events had to be cancelled or postponed at short notice and these included:

- Legend of the Lake NZ Open Water Swim Series event including NZ Secondary Schools Open Water Swimming Champs & Amphibian (cancelled from 21-22 March 2020).
- NZ Secondary Schools Waka Ama Championships (cancelled from 28 March-2 April 2020)
- Xterra multi-sport event (cancelled from 4 April)
- Rotorua Marathon (postponed from 2 May until September 2020)

Due to COVID-19 and the cancellation and postponement of a number of events, the events staff team have continued to work closely and liaise with event organisers, not only for those events affected by the lockdown period but also for future events over the next 3-6 months. Two of Rotorua's premium events have been rescheduled to March 2021 (GODZone) and April 2021 (Pioneer) while the Marathon is proposed to move to September 2020. The events industry has been severely affected by COVID-19 restrictions and event staff are participating in a number of local, regional and national forums to support the event industry through this period.

4.4.6 Open Spaces and Recreation and Environment Partnerships and Engagement

Staff are working with Hei Matau Waka Ama Club to assist them to manage issues with parking and pressure on the local community in Koutu as a result of major growth in club numbers and demand from schools for their assistance in training. A new licence has been issued for the Lakefront Craft Market with the first market of 2020 being scheduled for 28 March. Unfortunately due to COVID-19 restrictions this has been postponed and a new starting date will likely be in time for the 2020/21 summer.

An ecological assessment and community feedback analysis on the Tihi Road Reserve has been carried out by Wildlands Consultants and a final report detailing a ten year management plan has been

completed. The plan will be communicated to interested parties in May, along with further engagement with those from the community who showed interest in forming a “Friends of Tihi Rd Reserve” group. There have been some tree removals occurring over the last two summers to address shading issues and further works identified in the plan to remove some of the older and larger trees in the reserve started in May to further reduce the shading of neighbouring residents.

The engagement team worked with the Arts & Culture team to deliver Children’s Weekend on 14 and 15 March. The dates for this annual event were shifted from the official national celebration on 1 March to work in with other large events taking place over that time. The new dates spread the load for staff and provided the opportunity for the community to experience multiple events and activities during the month of March.

Staff are working to set up the Waikawau Reserve Management Committee including drafting a terms of reference and process for committee members to be appointed. It is anticipated that the committee will be established by September 2020.

Over the COVID-19 Level 4 and Level 3 period the Open Spaces & Recreation team managed the necessary responses to prepare for the Level 4 lockdown and then again to reactivate facilities, maintenance and capital programme contracts as we moved from Level 4 through Level 3 to Level 2. Facilities such as toilet blocks, playgrounds, park structures, camping areas and lakes structures were all closed, managed and then reopened through these transitions. Additional work was completed on asset management systems, open space booking processes, community garden and community care agreements, cemetery allocations, tree maintenance records and a variety of capital programme evaluations and procurement processes.

5. MANA HAUTŪ MĀORI

5.1 Te Arawa COVID-19

Te Arawa iwi mobilised quickly to respond to COVID-19. The focus of that work has been to establish a Te Arawa Hub to co-ordinate efforts to directly support whānau, and wider community, during the immediate COVID-19 Lockdown, as well as to support the economic and community recovery that will follow.

Significant work has taken place to support people, through communications and awareness of the public health response/guidelines, delivering food, blankets and firewood, short-term financial support and assisting people to access medical treatment. At short notice, and without significant external funding, Te Arawa were able to coordinate hundreds of hours of volunteer time amongst the Te Arawa entities, including social service and hauora providers, land trusts, iwi and hapū entities and marae and whanau.

Important aspects of the Te Arawa Covid response include:

- Te Arawa have been able to gather and analyse data about people’s immediate and longer-term needs (including economic, social and cultural needs, and both physical and mental wellbeing). This puts Te Arawa in a good position to understand what action is needed to support Te Arawa communities and the district.
- Te Arawa have the ability to mobilise quickly and at scale.
- Te Arawa people in senior positions within the key central and local government agencies (including Councils, DHB, MSD, Te Puni Kokiri and others) were able to support and coordinate information with the Te Arawa response. It was apparent that local insight is necessary to make good decision.

5.2 Te Amorangi

During lockdown, Te Amorangi team members have also been involved in Council's civil defence emergency management. In addition, Te Amorangi are heavily involved in developing the economic strategy response, the draft Housing Strategy, the Crown Infrastructure Project applications and the Annual Plan process.

During lockdown, effective written communication became even more important and we saw increased demand for te reo Māori translations. That advice is not limited to direct translations, but also includes advice on kaupapa Māori messages, and how to engage with Māori audiences.

Although physical meetings cannot be held with iwi and hapū at this time, we have continued to meet using Zoom with Tūhourangi Tribal Authority, Ngati Rangiwehi, staff for Te Arawa Lakes Trust, CNI Iwi Holdings Ltd and others.

6. KĀHUI RAUTAKI - STRATEGY GROUP

6.1 OHU: TAUNAKI CORPORATE PLANNING AND GOVERNANCE

6.1.1 LGNZ Governance and Strategy Advisory Group and LGNZ Policy Advisory Group appointments

Nominations for LGNZ Governance and Strategy Advisory Group (GSAG) and LGNZ Policy Advisory Group (PAG) closed at 5.00pm on Friday 31 January 2020.

LGNG Governance and Strategy Advisory Group appointments

LGNG National Council appointed the LGNG President Dave Cull as the GSAG Chair, at the meeting on 6 December 2019. 23 nominations were received. The following members were appointed at the National Council meeting on 10 February 2020:

- Neville Atkinson, Deputy Mayor, Waimakariri District Council
- Tim Cadogan, Mayor, Central Otago District Council
- Diane Calvert, Councillor, Wellington City Council
- Steve Chadwick, Mayor, Rotorua Lakes Council
- Kelvin Clout, Councillor, Tauranga City Council
- Angela Dalton, Councillor, Auckland Council
- Danielle Grant, Deputy Chair, Kaipātiki Local Board, Auckland Council
- Hilary Humphrey, Councillor, Manawātū District Council
- Greg Innes, Deputy Mayor, Whangarei District Council
- Tamatha Paul, Councillor, Wellington City Council
- Peter Scott, Councillor, Environment Canterbury
- Rachel Smith, Councillor, Far North District Council
- Paula Southgate, Mayor, Hamilton City Council
- Paula Thompson, Councillor, Bay of Plenty Regional Council
- Andy Watson, Mayor, Rangitikei District Council
- Phil Wilson, Governance Director, Auckland Council

LGNG Policy Advisory Group appointments

LGNG National Council appointed Mayor Aaron Hawkins, Dunedin City Council as the PAG Chair, at the meeting on 6 December 2019. 23 nominations were received. The following members were appointed at the National Council meeting on 10 February 2020:

- Dawn Baxendale, Chief Executive, Christchurch City Council
- David Clendon, Councillor, Far North District Council
- Jane Davis, Chief Executive, Carterton District Council
- Richard Hills, Councillor, Auckland Council
- Marian Hobbs, Chair, Otago Regional Council
- Liam Hodgetts, Group Manager Strategy, New Plymouth District Council
- Janet Holborow, Councillor, Kāpiti Coast District Council
- Kataraina Maki, General Manager – Community & Social Policy, Auckland Council
- Simon Markham, Manager, Strategy and Engagement, Waimakariri District Council
- Laura McLaughlin, Councillor, West Coast Regional Council
- Jane Nees, Councillor, Bay of Plenty Regional Council
- Lan Phan, Councillor, Environment Canterbury
- Cindy Schmidt, Kaipātiki Local Board Member, Auckland Council
- Geoff Taylor, Deputy Mayor, Hamilton City Council
- Piri-Hira Tukapua, Councillor, Horowhenua District Council

6.1.2 2020 corporate planning programme

There are two important community conversations underway, the 2020-21 annual plan consultation and the Wastewater Statement of Proposal, with both consultation periods closing on 17 June.

The Wastewater consultation is required to be undertaken via the special consultative procedure (SCP). Using the SCP, Council is required to hold formal hearings which will be held on Thursday 25 June, with the decision at the Council meeting on 30 June.

The Annual Plan deliberations and decision to make recommendation to Council will occur at the Strategy, Policy & Finance meeting on 30 June with adoption of the Annual Plan and setting of rates at the Council meeting on 9 July.

6.2 OHU: RAUTAKI STRATEGY

6.2.1 Key Projects

Key projects in the 2018-28 Long-Term Plan (LTP) are aimed at continuing Rotorua's progress, aligned with the 2030 vision and The Rotorua Way. See updates below:

Lakefront Redevelopment

An update on the construction activity is included in the Operations Group section earlier on in this report.

Whakarewarewa and Tokorangi Forest

An update on the construction activity is included in the Operations Group section earlier on in this report.

6.2.2 Strategies

Homes and Thriving Communities Strategy Framework

Work has continued in drafting the strategy informed by work with HUD officials. The place-based assessment analysing the factors contributing to Rotorua's specific housing issues has been progressed, and informs the strategy. The Establishment Leadership Group members have overseen the development. The draft framework will be presented to a Council meeting for approval in the near

future. Following approval engagement and consultation with our community and stakeholders will occur.

As a result of the COVID-19 pandemic alert restrictions, progress on urgent issues affecting people experiencing homelessness was accelerated. Council staff, MSD, HUD, Housing First and Visions of Helping Hand have all been involved in the process. All people were offered safe accommodation with HUD contracting motels for that purpose. Support services for those people have operated under restrictions but are continuing to develop. As expected, a small number of people have proven difficult to keep housed.

Staff continue to work with Kāinga Ora identifying potential partners, land or property for consideration towards increasing transitional and social housing development.

Child Equity Pilot

The pilot has involved working with Sunset Primary School and the Fordlands community since late 2018. It is based on increasing equitable access and participation in extra-curricular activities to help build experiences and develop aspirations for tamariki. The evaluation has provided insight to the value of the programme and identified learning to guide extension to additional school communities for greater benefits.

The pilot project received the Minister of Local Government's Award for Innovation in Council/Community Relations from the NZ Society of Local Government Managers (SOLGM). The category attracted a record 20 entries and was part of the 2020 McGredy Winder SOLGM Local Government Excellence Awards which were announced 8 May.

Work to extend the programme this year to Selwyn, Malfroy, Aorangi and Kaingaroa Schools has been delayed by school closures during COVID-19 alert level 3 and 4. The schools were identified based on socio-economic deprivation, as well as the willingness of the schools themselves to participate. Of note there are many schools which might benefit and this is the first year where there are multiple schools for Council to facilitate with. The community stakeholder group that oversees the programme is comprised of school representatives, members of key agencies contributing services, Sport Bay of Plenty and Council staff members as facilitator.

Summer students

This summer Council employed nine students carrying out a range of functions. This employment provides short-term support for departments' projects, work experience and financial support for the students' future studies. In the Strategy area, two students have been supporting data analysis on housing and land development. One student has further been coordinating planning for Envirohub Sustainable Backyards community activities held in March.

Some feedback received from students at the end of their employment included:

"I felt it was a very good learning experience. Learnt a lot of skills. Insight on Council opportunities. Managers were awesome. Work environment very friendly. Everybody in the office would always say hello ask how I'm doing etc. Training was awesome"

"It was good to work in a professional environment and give back to the community".

"The work was interesting and my manager was kind and always available. He is also one of the calmest people I've ever met, he never lost his cool even when dealing with the general public. The work provided for students was meaningful and showed a level of trust in my abilities that I did not expect but really appreciated."

"As an intern I would like to further explore the different groups in council".

7. KĀHUI TUAPAPA - INFRASTRUCTURE GROUP

7.1 OHU: WAKA TRANSPORT

7.1.1 Updates on current NZTA-owned and led projects:

Council works with the New Zealand Transport Agency (NZTA) to provide input into state highway projects on behalf of the community. In turn, NZTA is a key stakeholder in terms of roading programmes on local roads for which Council has primary responsibility with the Agency providing substantial funding, on average, about half of the cost through subsidies.

The Connect Rotorua programme of works being delivered by NZTA is progressing as follows:

- Works for interim Stage 1 improvements on Sala Street-Iles Road (including the intersections) is now in progress. Contractors and NZTA have been requested to identify and develop traffic impacts mitigation programmes where possible. This is an ongoing impacts assessment and remedial action process.
- NZTA is progressing the finalisation of the Detail Business Case for stage 2 improvements on Te Ngae Road. This is the section of the corridor from Iles Road to the airport. This work is essential for enabling RLC's housing objectives and a multi-party team is working on the options for staging or full implementation comprising RLC, NZTA, MHUD and landowners. The final assessment will be completed by September 2020 and from there either staged approach funding or full funding will be agreed by the NZTA Board.
- The Central Corridor SH30A/Amohau Street work on revocation is progressing. The final design is now complete and the full project cost estimate (around \$15m) will be assessed by NZTA and funding certainty will be sought by RLC. This project is a significant connection between east and west to Old Taupo Road and will fully enhance our active transport modes network. RLC have also assessed the corridor's asset condition to ensure that they will be at an appropriate condition and level to meet the demands going forward.
- A capital business case for the Ngongotaha roundabout has been agreed to be funded by NZTA and detail design work will now commence with RLC requesting that this intersection is given high implementation priority to alleviate current traffic congestion issues at peak traffic times. In addition, RLC is finalising a concept plan for safety improvements through the village and seeking a joint approach with NZTA to scope and address safety concerns. The concept options will be presented to Council for agreeing community consultation.

7.2 OHU: MAHI MATUA CAPITAL PROGRAMMES

Programme	Background	Project	Progress
(1) Transport Road Rehabilitation (road foundation rebuilds)	Road rehabilitation is required when the underlying pavement structural layers are failing and the resultant maintenance costs are increasing. On average some 0.2% of our network requires foundation strengthening per year.	<u>Nicholson Road Stage 2</u> <u>Settlers Road</u> <u>Yankee Road</u> <u>Whirinaki Valley Road</u> <u>Pukehangi Road</u>	All projects are complete except Pukehangi Road which was delayed by the COVID-19 lockdown, however work has recommenced and will be completed by end of May.

Programme	Background	Project	Progress
(2) Annual Road Re-Seals Programme Council reseals about 8% of sealed roads per annum.	Re-surfacing of roads is a very important component of Asset Management that ensures road surfaces provide a suitable running surface and foundation waterproofing for underlying structural layers that protect them from failure, due to water penetration.	<u>Road Re-seals</u>	Chip sealing programme is now complete. Seal replacement in the CBD was mostly completed prior to the COVID-19 lockdown however a small number of sites have been completed since.
(3) Roading Minor Improvements Programme	These are small scale upgrades which do not require a detailed business case and generally target safety objectives but also can include resilience, efficiency or mode share projects.	Completion of resilience projects at Paradise Valley and Parsons Road Realignment of <u>Campbell/Thomas</u> intersection to prevent large vehicles hitting the adjacent bridge.	These are all complete. The project was delayed with the COVID-19 lockdown and completion is now expected by end of June.
(4) Rural Road Seal Extensions	The programme involves sealing of currently unsealed roads in rural areas. Projects include consideration for safety improvements and general drainage renewals where appropriate as well as other ancillary work.	• <u>Galatos Road</u>	The project is now completed.
(5) Structural Renewals	The programme involves replacing structures or components of, where the remaining useful life is zero or structure is no longer able to provide the required level of service.	• Two bridges in Forest Road have decks unable to take the load under the new mass road limit rule. These will now be renewed with updated loading designs.	Project was delayed by the COVID-19 lockdown but completion now expected by end of June.
(6) Drainage Renewals	The programme is based on the asset management objectives and it is targeting renewals for critical drainage assets on roading corridors principally of culverts, cesspits and kerb and channel.	• A culvert in Dalbeth Road is on the current programme. It is a deep structure requiring shutting of the road and significant excavation.	Works on this site were due to commence as the COVID-19 lockdown occurred. Given this, works wouldn't have then been able to start until May and given winter conditions are rigorous to comply with, the project was assessed as too risky to undertake at this time. The Contractor has agreed to delay the start until 15 September.

Programme	Background	Project	Progress
(7) Wastewater Wastewater Upgrades	The East Rotoiti/Rotoma Sewerage Scheme involves the provision of sewerage services to the Rotoma and East Rotoiti Communities. The project is part of the Te Arawa Lakes strategy that aims to ensure water quality in the lakes meets the agreed target standards. The project involves the construction of a wastewater treatment plant, providing on-site pre-treatment on all properties and the reticulation of effluent from on-site facilities to a new treatment plant.	<u>Rotoiti Rotoma Sewerage Scheme</u>	• Rotoiti Rotoma Sewerage Treatment plant has been commissioned and is fully operational. It has been handed over to the Operations Team to manage. Performance to date has been excellent. • The Rotoma mains reticulation is complete and fully operational. • The few remaining on-site STEP systems at Rotoma are being installed. • Four properties have still not signed agreements and legal letters are being prepared to forward to owners outlining the requirement to connect to the scheme. • The Rotoiti reticulation within the public roads has been completed and PS2 near Ruato Bay construction resumed after the COVID-19 lockdown. • Access to private land within the Rotoiti area is a complex issue due to various classes of multiple land ownership. This is being worked through with a specialist advisor and the Maori Land Court. • Tenders for on-site systems at Rotoiti have been evaluated and a short list of 4 systems to submit detailed tenders has been determined. Finalisation of documents is underway.
(8) Wastewater Networks Renewals	An asset management driven programme of renewal of critical assets that have reached the end of their useful life.	A number of significant renewal projects at the WWTP and within the reticulation system are underway	These renewals have had to proceed ahead of the plant upgrade as the risk of managing the old plant is too high. Design

Programme	Background	Project	Progress
		• Dewatering plant • Blower replacement • Recycled water upgrade • Victoria Street trunk main refurbishment	of the replacement plant is taking into account future upgrades as currently known. • A major CCTV survey of gravity mains is now underway to inform a programme of replacement of critical parts of this system at the end of its useful life. • The wastewater main from Victoria Street to the plant is being looked at for refurbishment upgrade.
(9) Water Networks Renewals	Water Renewals involve replacement of reticulation network that has reached the end of its useful life, a prudent Asset Management driven programme that considers pipe age, condition, capacity, new materials and levels of maintenance costs to arrive at an optimum programme of renewal works.	Urban water renewals for the current year are coordinated with the works on the upgrade of Te Ngae Road water main. This is to ensure optimised renewals of our network in the vicinity of these works servicing the Eastern area and will be absorbing a portion of this year's capital budget. Other asset renewal driven projects include network reticulation and a reservoir.	Project in progress. Water renewals due for completion this financial year are: • Susan Street • Barnard Road • Leslie Avenue • View Road • Sequoia Crescent • Tamatea Street • Elizabeth Street • Lytton Street Most of these sites are nearing completion and while the lockdown halted progress it is still expected that they will be largely completed by end of June. Kaharoa Reservoir replacement tenders have been evaluated and a recommendation for award has been made to Council.
(10) Stormwater upgrades and Renewals.	Council has the responsibility to implement stormwater and drainage protection to the agreed design and levels of service standards currently set out in the Building Code. Most projects have a component of upgrades (to meet new design standards due to climate change) and renewals	The main projects included in the current year are; • <u>Elizabeth Street</u> area improvements • <u>Upper Clayton Road</u> area (Development Support)	Tender documents are expected to go to the market shortly. Work was due to start as the COVID-19 lockdown occurred so will now run into the following year.

7.3 OHU: RERENGA PAI SAFE & SUSTAINABLE JOURNEYS

7.3.1 Active transport modes / CyWay programme update

The CyWay programme, which it is jointly funded by NZTA and the Government's urban cycleways fund, to connect Rotorua city suburbs to existing main cycleways and shared paths, creating a network that extends throughout the city and connects to the inner city and to off-road recreational cycling areas. The aim is to provide safe walking and biking options to encourage more people to try/use alternative transport options that are proven to improve community wellbeing and reduce the adverse impact of vehicle based transportation on our environment.

CyWay Projects currently underway or about to start are: (delays due to COVID-19 but still plan to have completed this financial year)

- Utuhina Link – Construction underway.
- Tauī Street – Construction commenced in March. This will complete the missing link between the Reeme Reserve path and the Ngongotaha Trail.
- Urban Cycle Fund 'MOU criteria' will be achieved upon completion of the Utuhina project.
- Pukuatua Street - Construction commenced week starting 11 May.

Cycle Education Programmes to support and promote alternate modes:

- Bikes in Schools – 6 schools have received external seed funding from the BIS Trust. Each are at different stages of working towards the implementation of a bike track, purchase of a class set of bikes and helmets. Four are currently operational.
- Bike Ready cycle skills training delivered to 150 students from Sunset Primary and Te Kura Kaupapa Māori o Hurungaterangi.
- Cycling for seniors – Our inaugural cycle skills education programme for seniors delivered. Due to popularity and demand we booked a further two courses this financial year, however these are postponed due to COVID-19 restrictions.

Safe Ways to School Survey – Opportunity for a school community to have a collective voice and identify barriers on their local network that prevent them choosing alternate modes of transport for their daily commute to and from school. The school selected this year is Lynmore Primary, which is has over 600 students. The survey undertaken in March 2020.

Road Safety

- Youth Road Safety Expo was held on 16-17 March. Final days/sessions were cancelled due to COVID-19.

Public Transport

- Progressing investigation to install three new bus shelters on the network – Wīkaraka Street (1) and Clayton Road (2).
- Requested copy and progress report on network review undertaken by BOP Regional Council. Due to staff resignations and restructure at BOP Regional Council, review timeline has not been achieved and we await an update on review process.
- Preparation of a bus shelter supply, maintenance and install RFT is going to exploratory tender process.
- NZTA have included provision of public transport changes to design of Central Corridor project. These changes were a recommendation of transport planners at BOP Regional Council.

7.4 EMERGENCY MANAGEMENT

- A national state of emergency was declared 25 March in response to the global coronavirus pandemic COVID-19. In a statement to the nation on 21 March the Prime Minister announced implementation of a 4-level system designed to slow down the spread.
- The Ministry of Health and local District Health Boards led the health response to COVID-19. The Council Emergency Operations Centre (EOC) was activated on 23 March. The EOC focussed on working alongside the DHB and other key agencies; for non-health related matters such as checking on vulnerable members of our community, making sure people had enough food, had somewhere to stay and had access to COVID-19 related information.
- Council's 'Crisis Management Team' led by Council's Risk Manager planned for and addressed changes to the way Council delivered essential services adhering to safety guidelines provided during the changing levels.
- Responding to requests for support is a key focus for the EOC at the moment. The welfare team is working with iwi and other agencies in our community to ensure our most vulnerable people are cared for. This has involved a joint effort with the Salvation Army to deliver food and essential items to those most in need in our community.
- To date, Council's EOC has received and coordinated responses to over 500 requests for service from the community. These requests come from both individuals and organisations and range from requests for food and essential items to requests for information.
- Council's Civil Defence Emergency Management team continues to support local, regional and national Civil Defence efforts with its operations focussing on recovery and welfare functions. The Rotorua Economic Recovery Plan (approved by Council on 3 April) identified the risk of increased inequality due to impact of COVID-19, exacerbating current issues around housing, income and social outcomes. This plan was pivotal as we transitioned into level 2 and beyond for providing stimulus and direction for recovery.
- The trained/qualified capacity of our EOC team has almost tripled since April 2018, from about 30 staff to over 90. Likewise, the proportion of trained staff has similarly increased from just over 30% to over 90%. Rotorua Lakes Council is the only local authority in the Bay of Plenty to have met the KPI's of having over 85% of all EOC staff trained to 'intermediate' level and over 85% of all EOC positions filled. (Rotorua has 100% of EOC roles filled and 93% of EOC staff trained to Intermediate level). Most of these roles are filled by RLC staff who are rostered out of their normal duties to ensure that the EOC is always ready to mobilise and respond to emergencies.

7.5 OHU: WAI WATER SOLUTIONS

7.5.1 3 Waters Services Business Operations

Water Supplies (period 6 January to 5 May)

- The very long hot dry spell since Christmas resulted in very high peak demand and consumption on several weekend days as expected, but the overall consumption has been manageable, without the need for any restrictions.
We have continued to run radio advertising and social media campaigns to encourage people to be sensible with their water use and this appears to have been successful with our community behaving very responsibly.
- One supply area where consumption increased sharply was the Kaharoa supply. Our leak detection teams have undertaken extensive leak detection investigations for large leaks and during Autumn every connection will be checked to ensure that the correctly sized flow restrictors are present.
- The replacement electrical switchboard at the Tihi-o-tonga reservoir/pump station has been completed and commissioned.

- The chlorine automatic dosing equipment at the Utuhina/Matipo source and treatment plant has been upgraded to improve reliability.
- The turbidity measuring unit at the Rotoma water treatment plant failed in January. This is a critical piece of equipment required to demonstrate compliance with the Drinking Water Standards for New Zealand. The auto-shutdown equipment installed last year closed the plant down so that no unmonitored water could be pumped while a replacement was sourced, thereby maintaining compliance with the standards.
- On our two rural schemes (Kaharoa and Reporoa), we will be carrying out an audit of each farm connection to check that the correctly-sized flow restrictors are in place, so that demand can be kept within the allocated limits.
- Staff and operations/maintenance contractors have been working under a Business Continuity Plan developed in response to identified COVID-19 risks. Maintenance crews have implemented revised rosters and an increased number of vehicles to improve crew separation. The continuity plan is being revised as we transition to different alert levels.

Wastewater (period 6 January to 5 May)

- In accordance with the COVID-19 Business Continuity Plan, staff based at the Rotorua WWTP have been working in split rosters so that there are at least two separate “bubbles” capable of managing each of the main function areas (Rotorua WWTP, Rotoiti WWTP and pump stations.)
- Since Alert Level 4 was implemented, there has been a reduction in dry weather sewage inflows to the Rotorua WWTP. Average dry weather flow has reduced approximately by 10% between 26 March and 3 May. On wet days the flows were elevated to normal.
- During the reporting period, two significant sewage overflows from the network occurred. One was at the Alison Street Reserve, where the cause was a combination of solidified fat and wet wipes. This was confined to an area of the reserve which was cleaned up and disinfected. The other was at the Goldie Street Reserve, and was caused by a large piece of broken concrete which collected a stick and wet wipes. This did overflow into the Mangakakahi Stream and the appropriate stakeholders were notified.
- Above ground irrigation pipework has been fully reinstated into Block 8 of the Whakarewarewa Forest land treatment system. This pipework was previously removed some years ago to allow forest harvesting to proceed.
- A length of pipe in a damaged sewer main at the landfill has been replaced. This fault had been identified from a CCTV inspection.

Stormwater (period 6 January to 5 May)

- The Christmas night downpour caused surface flooding in a number of areas around the city. Several garages were flooded in the Collie Drive / Clayton Road area and Russell Crescent, as well as several commercial premises in Riri Street.
- Pollution control staff worked together with Regional Council staff to manage potentially contaminated run-off from the fire at the Ngongotaha Wreckers yard. Flow paths from the fire site via the stormwater network to the lake were identified and pollution containment booms were placed at the two outfalls to the lake. The water exiting these outlets was transferred to the sewer system using our mobile pump and a contracted “sucker” truck.
- Advantage has been taken of the dry weather conditions to proceed with the open drains cleaning and maintenance programme, as well as some minor erosion repairs.
- This year’s planned clearing of the Reporoa drainage network has also been completed. The programme will resume again next summer.

7.6 OHU: PARA WASTE MANAGEMENT

7.6.1 Landfill

- New leachate management plans are being implemented at the landfill. There is a new mechanism for inspections, reporting and improved compliance with the resource consent.
- A section of damaged leachate pipe in the older section of the landfill has been replaced to prevent leakage.
- Stormwater ingress to the older section of the leachate line has been blocked to improve the measurements of leachate volume.
- All the sampling tracks have been cleared of weeds to minimise health and safety risks for lab staff.
- Sewage flow from Correction Facility is being monitored by WWTP to better estimate leachate volumes from landfill.
- Due to the COVID-19 situation, the landfill experienced long queues at Level 3. It was very crowded on first few days of Level-3 when customers had to wait for up to 2 hours at the landfill. Waste Management has taken a number of actions to improve the process, with additional manpower and payment machines, improved traffic control and re-opening of the Te Ngae Transfer Station.

7.6.2 Refuse Collection

- Refuse collection has been increasing steadily over past few years. Last month has seen a 25% spike in refuse collection due to recycling suspension during COVID-19 lockdown.
- Okere and Tarawera transfer stations are generating high waste volumes, irrespective of the tourist seasons. Okere is being serviced almost every day, indicating misuse of this Council facility. Staff will be working with the local community to assess options to address that misuse.

7.6.3 Recycling

- Due to COVID-19, recycling has been suspended throughout NZ. RLC is sending recyclables to the landfill, except glass, which is being recycled as usual.
- Government is considering a nationwide recycling standardisation and WasteMINZ has been tasked to conduct surveys. The general opinion is that plastics 3, 4, 6 and 7 be excluded from the list of recyclables, as we do not have on-shore processing facilities for these plastics.

8. KĀHUI PAKIHI - BUSINESS SUPPORT GROUP

8.1 OHU: KIRITAKI CUSTOMER SOLUTIONS

Customer Service Centre

When the nation moved to Level 4 on 25 March 2020 council closed the doors to the public. Staff from the Service Centre were redeployed to the Contact Centre. The Customer Service Centre opened when we moved to Level 2 and contact tracing measures were implemented.

Call Centre

For the first week of Lockdown 25-31 March 2020, the Contact Centre was extremely busy and took a large volume of calls for the EOC. There were many needing to find temporary accommodation and required assistance. There were also a large number of calls from the community regarding what

lockdown looked like and where they could source more information. We played an important education role, advising the community to follow the national website www.COVID-19.govt.nz for further information.

Ministry of Social Development - Virtual Contact Centre

The MSD Seniors Office sent a request to all Government and Local Government agencies to provide assistance with outbound calls to all senior and vulnerable residents in our district, so a virtual contact centre was setup. As our call numbers had significantly reduced by approximately 40%, our team had the capacity to assist. For the first three weeks of lockdown, the team called 1,500 seniors in our wider Bay of Plenty region. The purpose of the call was to ensure that older New Zealanders had all the essentials they need to get through this difficult period with COVID-19 and know where to go if they needed some help. The calls were very enlightening with a few of our elderly not even realising the country was in lockdown! The team was able to help many seniors with welfare, grocery, medication assistance. It was a very positive experience all round.

Our local MSD Regional Commissioner Advisor, Dominic Lepa, was extremely happy with the team's efforts and sang their praise. He asked if the team could do follow-up calls and we managed to call another 1,500 seniors. A total of 3,000 outbound calls were made by the team in support of our wider community.

Return to normal

When the nation moved to Level 3 on 29 April 2020 the phones returned to normal business as usual. Call numbers and email numbers returned to normal volume. During the lockdown, the most common calls were water leaks, roaming dogs, rubbish and recycling enquires, and rates enquires.

Month	Total calls	Total Emails	Total Afterhours calls
March	7,182	2,017	1,176
April	3,713	1,284	1,019 (includes 3 Public Holidays)

This table shows the significant reduction in "normal" phone call and email numbers from March to April.

8.2 OHU: RAWA LEGAL AND PROPERTY

Council have upgraded 11 pensioner flats during this financial year, and are in the process of tendering for another 11 flats to be refurbished in the 2020/21 financial year and a further 11 flats for the 2021/22 financial year. Over a 10-year period, all 152 pensioner flats will be refurbished to this level.

Items included in the refurbishment for all flats are:

- New double glazed aluminium joinery for all doors and windows
- New carpet with underlay in living area
- New vinyl in kitchen and bathroom
- All wall and ceilings relined and painted
- New corner shower , toilet , hand basin and laundry tub
- New light fittings , wall plugs and switches
- Repaint of kitchen all kitchen cupboards
- 150mm extraction fan in both kitchen and bathroom
- Removal of half height internal wall at Lucas place flats.
- New hot water cylinders (where they were close to end of life)
- New plumbing items for hot water
- New electrical connection for water





Staff Reports (Continued)

55-07-411\02
RDC-1005932

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

8.3 Ngongotaha Village Traffic Safety and Place Based Improvements

Report prepared by: Jodie Lawson, Safe and Sustainable Journeys Manager

Report reviewed by: Stavros Michael, General Manager, Infrastructure

Report approved by: Geoff Williams, Chief Executive

1. TE PŪTAKE PURPOSE

The purpose of the report is to inform Council on:

- Key issues and challenges faced by all road users within the vicinity of the Ngongotaha Village centre.
- To present three conceptions for consideration that would, if implemented, materially improve the safety to road users along this corridor, including high-level cost estimates.
- Highlight that Improvements in the village would be a necessary enabling intervention for future housing growth targeted in the catchment.

The objective is to identify improvements to the section of the network traversing the village to cater for future growth for all modes and improved safety and accessibility for the local community.

The recommendation for Council is to instruct officers to proceed to consultation with the public which includes residents, affected businesses and the wider travelling public, on three high level concepts with typical interventions by mode and by function aiming to address existing deficiencies and improve overall safety and future proof the corridor against anticipated demand expectations.

Following consultation and consideration of the feedback, Council would then be presented with a recommended option and will decide if it wished to proceed. It is expected that NZTA will be a contributor to the preferred option funding.

2. TE TUHINGA WHAKARĀPOPOTOTANGA EXECUTIVE SUMMARY

There is a historical demand by the Ngongotaha Village community that matters of road safety and amenity adversely affecting their daily life are investigated by Council and appropriate interventions are considered and implemented to address those matters.

The Council's spatial plan identifies the Ngongotaha area as a growth area. With such growth materialising, the existing safety deficiencies and community concerns will multiply. In order for the

local community to be supportive of Council's growth objectives, the current and anticipated safety issues occurring with the Ngongotaha Village must be addressed.

Officers have undertaken an issue identification exercise and have scoped high level concept options to address those issues for resolution. As any intervention on a busy centre, all identified concepts will, to some extent, create impacts. It is important that the concepts for issue resolution are meaningfully communicated to the local residents, businesses and other affected parties.

Three concept options with corresponding levels of investment are ready for community consultation and feedback to inform Council's final decision. Depending on the option preference, officers are anticipating that NZTA would be a funding partner.

The direction of the Council is sought to prepare and undertake the necessary community engagement, to help arrive at a final recommendation for Council's consideration.

3. HE TŪTOHUNGA RECOMMENDATION

- 1. That the report 'Ngongotaha Village Traffic Safety and general Place Based Improvements' be received.**
- 2. That the Committee recommends to Council to direct staff to prepare and initiate engagement with the public on the three high level concepts.**
- 3. That officers bring back to Council the results of the public feedback with a recommendation on the preferred option(s).**

4. TE TĀHUHU BACKGROUND

This project is a result of long term feedback from the local community on identified problems and user risk the Ngongotaha residents face when navigating their village centre with the various modes of transport.

In 2017 during the consultation stage of the Council's Spatial Plan, residents expressed strongly the importance to them of clear separation of Ngongotaha from Rotorua city to keep the village identity and local feel. Roading and the safety aspect it imposes on their daily lives was seen as a significant concern among the areas discussed and support was there to see a future arterial road network bypass the village centre as the population grows over time.

Officers with responsibility for Ngongotaha Village operations, community, future growth and transport network management, have been working with the community to better understand and capture the issues raised.

Council has responded to these concerns and commissioned a report to investigate current and foreseeable transport issues faced by the local community with an end goal to arrive at potential concept options that will improve the safety environment in the village centre and enable ease of movement for all modes.

Current Transport Context:

Ngongotaha Road is the main transport corridor through Ngongotaha Village, and forms part of State Highway 36 (SH36), connecting Rotorua with Tauranga. Ngongotaha has a significant elderly population, with a retirement village and an aged care facility located in the township. This contributes to an increased proportion of pedestrians that may need assistance, or require slightly more time to safely cross the road. The aged population also contributes to an increased number of footpath users adopting modes of transport such as wheelchairs or mobility scooters.

The corridor this report relates to extends along Ngongotaha Road (State Highway 36), from the existing pedestrian crossing point 150m south of the Hood Street intersection, to the existing pedestrian crossing point located 100m north of the Domain Avenue/Kokiri Street intersection.

A number of safety and amenity deficiencies have been identified by the assessment with the existing pedestrian facilities within Ngongotaha Village – particularly at crossing locations – that increase safety risks to all footpath users. Improvements are needed, in order to create a safe and comfortable experience for those using pedestrian facilities along this corridor, especially the aged and disabled.

There is also conflict between the movement and place functions along this corridor, with high traffic volumes (including heavy vehicles) passing through the centre of the village, where a number of businesses are located including food outlets, retail shopping and automotive workshops. There are two stop/give-way priority-controlled intersections with minor roads within the village centre (one crossroads and one T-intersection), and traffic congestion is an issue, particularly during AM peak periods when southbound vehicle queues extend up SH36/Ngongotaha Road from the SH5/SH36 roundabout. This presents safety issues, stemming from the interaction between through traffic, turning vehicles, on-road car parking movements and pedestrian activity.

Traffic data:

The section of SH36/Ngongotaha Road through Ngongotaha Village is classified as an Urban Primary Arterial within the road hierarchy included in the Rotorua District Plan. The District Plan defines the primary function of this type of road as traffic movement, with limited access.

Traffic volumes along SH36 through Ngongotaha Village are around 10,000 vehicles per day, with 3.8% heavy vehicles.

Traffic volumes on the minor intersecting roads of Western Road and Tauhi Street are around 2,000 vehicles per day, with Hall Road around 1,000 vehicles per day.

The posted speed limit throughout the study length is 50 km/h. This increases to 80 km/h approximately 500 m south of the study length, and to 70 km/h approximately 600 m north of the study length.

No part of the corridor within the study length is identified as an over-dimension vehicle route on the published NZTA over-dimension vehicle route map for Ngongotaha.

The bus route from Rotorua to Ngongotaha circulates around Ngongotaha Village. Within the study area, particular locations where the turning movements of buses will need to be taken into account, are left turns from SH36 into Western Road and left turns out of Tauhi Street onto SH36. The bus route also includes travel in the southbound direction between Tauhi Street and Western Road, and in both directions south of Western Road.

Crash History:

Crash data was extracted from the NZ Transport Agency's (NZTA's) Crash Analysis System (CAS) between 2010 and 2019.

Period	Fatal	Serious	Minor	Non-injury	Total
5 years (2015-2019)	1	0	2	9	12
10 years (2010-2019)	1	1	4	16	22

It is evident from the crash history that the majority of crashes occurring along the corridor result from conflicts that are to be expected in this type of road environment – intersections, parking movements and pedestrians.

Projects current and planned in Ngongotaha area:

1. (RLC) Shared path link constructed on the western side of SH36, extending from Café Dynasti to the motorhome compound just south of the rail crossing over SH36.
2. (RLC) Upgrade the existing footpath along the southern side of Tauī Street, to provide a shared path connection between the Whare Aroha Care Village and Ngongotaha Village.
3. (Waka Kotahi/NZTA) On 28 February 2020, it was announced that a \$14 million package of improvements is to be completed at the intersection of SH5 and SH36, (roundabout south of Ngongotaha).

5. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

It is noted that many traffic calming treatments that are used to improve road safety inevitably have the effect of reducing road capacity/efficiency. All of the concept options presented will prioritise road safety improvements as the main objective, while remaining cognisant of the need to maintain an acceptable level of service with regards to road capacity/efficiency through Ngongotaha Village.

Option 1 – Low cost improvements (est. \$150,000)

Option 2 – moderate cost improvements (est. \$600,000)

Option 3 – Full corridor – (meet desired level of service) - (est. \$2,000,000)

N.B Due to the conceptual nature of all three options, these cost estimates should be considered indicative only, to allow for high-level comparison between the three options. NZTA will be asked to contribute to the costs either as FAR funder or 100% State Highway operator.

Option 1 includes the following treatments: **(Please see Appendix 1 for concept design drawing)**

- Reconstructing ramps at existing pedestrian crossing points to incorporate TGSi, appropriate grades and no kerb lips.
- Widening existing pedestrian crossing points at accessible carparks.
- Reducing the posted speed limit through the study length to 30 km/h, with gated threshold signs, coloured pavement surfacing and “30” markings, reinforcing the speed limit change at each end. This will also require gated treatments advising of the 30 km/h speed zone on each of the three minor road approaches.

- Alterations to the planting and landscaping used on all four quadrants of the SH36/Hall Road/Tauai Street intersection, to improve visibility for wheeled path users at crossing points.
- Re-marking the edge line on the western side of SH36, between Ngongotaha Stream bridge and Western Road, to be parallel to the flush median (i.e. removing the localised widening of the traffic lane adjacent to the parking spaces).

Option 2 includes all of the treatments included in Option 1, as well as the following:

(Please see Appendix 2 for concept design drawing)

- Constructing a raised pedestrian platform, at the existing maze crossing in the raised median, between the intersections of SH36 with Western Road and Hall Road/Tauai Street.
- Relocating the existing zebra crossing, north of the intersection of SH36 with Hall Road and Tauai Street, further north (away from the Hall Road/Tauai Street intersection), and reconstructing with a raised pedestrian platform.
- Extending the raised median north of the Hall Road/Tauai Street intersection, further north, to just south of the Gull service station.
- Constructing raised safety platforms across the minor road intersection approaches of Hall Road, Tauai Street and Western Road.
- Widening the existing footpath to be a shared path on the western side of SH36/Ngongotaha Road, from the intersection with Kokiri Street and Domain Avenue, through to the intersection with Western Road (excluding the short section over the Ngongotaha Stream bridge).

Option 3 involves major reconstruction of the entire corridor through the study length, which could include treatments such as: **(Please see Appendix 3 for concept design drawing)**

- Raising the road surface to be flush with the adjacent footpath, from Ngongotaha Stream bridge to just north of the curve at the Gull service station.
- Changing the form of the existing maze pedestrian crossing, between the intersections of SH36 with Western Road and Hall Road/Tauai Street, to be a signalised crossing.
- Extending the raised median north of the SH36/Hall Road/Tauai Street intersection, to just south of the Gull service station.
- Changing the form of control at the SH36/Hall Road/Tauai Street intersection to a mini-roundabout. A signalised intersection could also be considered.
- Widening the existing footpaths on both sides of SH36/Ngongotaha Road to be shared paths, from the intersection with Kokiri Street/Domain Avenue through to the intersection with Western Road.
- Widening the existing footpath on the eastern side of SH36/Ngongotaha Road to be a shared path, from the Gull service station entrance through to the pedestrian crossing point 150 m south of the Hood Street intersection (RP 036-0028-B/17.395).
- Extensive urban design and landscaping to improve the sense of place within Ngongotaha Village, and to reinforce motorists' understanding that they are entering an area that has a high level of conflict with pedestrians, manoeuvring vehicles and other road users.

Options Summary:

A summary of the relative merits of each of the proposed concept options, along with estimated costs.

Option	Estimated physical works cost	Benefits/disadvantages
1	\$150,000	<u>Benefits</u> - Low-cost. - Improved safety and accessibility for mobility-impaired path users at crossing locations. - Reduced vehicle speeds through Ngongotaha Village. - Minimal effect on through traffic. <u>Disadvantages</u> - Minimal effect on reducing the likelihood of death or serious injury. - Minimal effect on comfort and level of safety for path users in mid-block sections.
2	\$600,000	<u>Benefits</u> - Moderate effect on reducing the likelihood of death or serious injury. - Increased comfort and perceived level of safety, for path users when crossing the road. - Increased comfort and safety for wheeled path users on mid-block sections. <u>Disadvantages</u> - Additional delay to through traffic (due to reduced vehicle speeds through Ngongotaha Village). - Potential challenges for long/heavy vehicles travelling through Ngongotaha Village (due to vertical traffic calming features). - Some delivery vehicles will need to determine alternative arrangements (if they are currently using the flush median for unloading activities).
3	\$2,000,000	<u>Benefits</u> - Significant effect on reducing the likelihood of death or serious injury. - Increased comfort and safety, for path users when crossing the road. - Increased comfort and safety for wheeled path users on mid-block sections. - Improved amenity. - Opportunity to improve the sense of place within Ngongotaha Village. <u>Disadvantages</u> - Very high cost. - Additional delay to through traffic (due to reduced vehicle speeds through Ngongotaha Village). - Potential challenges for long/heavy vehicles travelling through Ngongotaha Village (due to vertical traffic calming features). - Some delivery vehicles will need to determine alternative arrangements (if they are currently using the flush median for unloading activities).

Recommendation:

All three concepts have relative merits to achieve safety improvements and deliver a solution aligned with RLC's (and NZTA's) wider long-term objectives.

Option 3 is determined to be the preferred future proofing concept to achieve desired level of service and safety for all modes with expected growth to come out of housing developments in/nearby the area.

6. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are part of a process to arrive at a decision that will/may be significant in accordance with Council's Significance Policy.

The matter may be significant as:

- (a) The proposal or decision adversely affects all or a large portion of the community.
- (b) The impact or consequences of the proposal or decision on the affected persons (being a number of persons) will be substantial.
- (c) The financial implications of the proposal or decision on the Council's overall resources are substantial.
 - It involves \$10 million or more budgeted expenditure
 - It involves \$3 million or more unbudgeted capital expenditure
- (d) It involves a proposal or decision to significantly change the intended level of service provision for any significant activity.

As a significant decision or matter, the Council must apply greater diligence to the decision making requirements of the Local Government Act 2002 section 76-82. This includes, but is not limited to, the degree to which different options are identified and assessed and the extent to which community views are considered, including whether consultation is required.

7. NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

There will be significant impact on individuals and local communities. These are summarised as follows:

- (a) Businesses – a number of businesses will be affected by the various options and will likely express some concern if the corridor they are on is prioritised for an alternate mode as opposed to general traffic.
- (b) Travelling public – changing level of service on corridors will result in changes to route selections to achieve perceived travel time benefits. Users having to consider route changes will see themselves as affected parties.
- (c) A detailed engagement plan will be required to be developed should Council wish to proceed with gaining the views of the public on this proposal. This will include significant one on one engagement. It is recommended this be brought back to Council for approval prior to proceeding.

8. HE WHAIWHAKAARO CONSIDERATIONS

8.1 Mahere Pūtea Financial/budget considerations

Proceeding with consultation on the proposal has significant staff resource implications but not budgetary implications.

Should the proposal proceed to implementation, it would have to be programmed under Council's traffic management programme. This would likely be within the 2021-31 LTP.

8.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications

Local Strategy – Planning for the future of Rotorua

2018 Spatial Plan outlines the development of Rotorua – shaping and informing decisions regarding land use and infrastructure planning.

The Western Basin Structure Plan – Options Analysis Report, prepared by MWH in 2008, included consideration of a number of long-term measures to address transportation challenges through Ngongotaha Village, including:

- Relocation of the Ngongotaha Village centre, east of SH36.
- Four-laning SH36/Ngongotaha Road through Ngongotaha Village.
- Alternative route bypassing Ngongotaha Village.

Network Operating Framework for Rotorua (NOF)

Developed 2019 - Provides NZTA, BoPRC and RLC with an approach to network planning which road controlling authorities can utilise, to consider all road users and their inter relationship with land use, transport networks and transport infrastructure and services. The framework provides a collaborative and integrated approach to managing the transport system through a 'one network' approach.

8.3 Tūraru Risks

The proposal itself will attract significant public attention.

The key issues are:

- Effect on the community
- Publicity / public perception of change
- Council views and strategic objectives alignment

The purpose of the Public consultation phase is to understand and ensure those risks are managed appropriately. It may be, following public consultation that an option does not proceed.

8.4 Te Whaimana Authority

The decision is to proceed with public engagement or not. This is within the mandate of the Committee.

9. NGĀ ĀPITI HANGA ATTACHMENTS

Attachment 1: Ngongotaha Village Traffic Improvements – Option 1

Attachment 2: Ngongotaha Village Traffic Improvements – Option 2

Attachment 3: Ngongotaha Village Traffic Improvements – Option 3

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Staff Reports (Continued)

File Ref: 55-07-020\10
RDC-998952ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

8.4 Rural School Road Safety Review and Option to extend to all Schools

Report prepared by: Jodie Lawson, Safe and Sustainable Journeys Manager

Report reviewed by: Stavros Michael, General Manager, Infrastructure

Report approved by: Geoff Williams, Chief Executive

**1. TE PŪTAKE
PURPOSE**

The purpose of this report is to provide an update on the development and progress of the Rural School Road Safety Review (RSRSR) project including presentation of general findings, recommendations and evidence for future investment.

**2. TE TUHINGA WHAKARĀPOPOTOTANGA
EXECUTIVE SUMMARY**

The objective of the review is to improve safety for our tamariki travelling to and from rural schools daily, by taking a proactive approach towards 'safe system' management.

Under a safe system approach, all system designers must share the responsibility for road safety outcomes. System designers include planners, engineers, parents, policy makers, enforcement officers, educators, utility providers, insurers, vehicle manufacturers, the media and many more.

It is the recommendation of this report to replicate the proactive rural school review process district wide. This will result in an improved safe system approach to all Rotorua Schools and inform future funding applications with NZTA giving better long term outcomes.

A decision is required by this committee to recommend to Council that a district wide school road safety review be undertaken prior to the next round of NZTA funding applications for the period 2021 – 2024.

Points to note:

- This review is in response to Council's resolution (June 19) that a comprehensive and standardised road safety review of all rural schools be undertaken
- Officers have been working to complete the first stages of the review process in Term four of 2019 and Term one of 2020.
- This report is an update only on where we have got to so far with this review process. It is by no means complete. (Please see section on 'what is still to be done' for more details).

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- Implementation cannot be actioned until we have secured funds as current budgets are allocated to existing programmes applied for in last NZTA funding round. We do however have the evidence required to inform the next subsidised funding application with NZTA (2021 – 2024)
- This update does not include the outcome of in depth analysis required for longer term high cost engineering intervention which will need to be staged over the LTP period 2021 – 31.
- This review does not consider or include the lower speed limit rule change announced by Government in November 2019. This is due to the fact that timeframe for this programme is not clearly defined and will be introduced progressively over the next 10 years. N.B the rule change as it relates to rural schools is a maximum of 60km/h in rural areas and once the proposed rule changes are given effect we intend to implement.

3. HE TŪTOHUNGA RECOMMENDATION

- 1. That the report 'Rural School Road Safety Review and option to extend to all schools' be received.**
- 2. That the Committee recommends to Council to extend this review process district wide to inform next NZTA funding application round 2021 - 2024.**

4. TE TĀHUHU BACKGROUND

The RSRSR project is a result of Lake Rerewhakaaitu School student submission to Rural Community Board (RCB) in May 2019. The RCB supported their submission and recommended to Council that a comprehensive and standardised road safety review of all rural schools be undertaken. Benefits of the review process to date form the basis of this report recommendation which is to replicate the review process district wide to inform the next NZTA subsidised funding application.

In the past Council has not had a process or system in place to manage schools requests effectively, efficiently or consistently. This was largely due to there being a number of different staff working within schools in a more isolated fashion on their specific areas of responsibility. This resulted in gaps in knowledge, undefined file management and multiple council staff contacts for schools. A better and more effective model would have one person/team and system leading communications with schools as we work together to achieve a safe system approach which incorporates engineering, education and enforcement interventions.

Council manages a large number of requests from schools and school communities each year relating to road safety. Examples include requests for signage, traffic calming or speed management, parking enforcement, requests to cost share large infrastructure projects etc.

Generally speaking each school does their own self-assessment of risk prior to contacting Council. When presenting their cases they often provide their own solutions on how to best manage risk and achieve a desired outcome. Officers have then coordinated an investigation, often paying external consultants to go and assess risk and provide recommendations for any intervention on a case by case basis. This process comes at a cost to Council overtime and it is the recommendation of this report that this is not the most efficient means of managing requests from schools as it takes time to assess case by case, does not necessarily rank the schools in correct order of priority and can result in unnecessary frustration through time delays which in turn erodes confidence and effective on-going relationship management with our schools.

What have we done to date in the Review Process?

1. Meeting with stakeholders individually to brief on review project and process - MOE, Police, NZTA
2. Meeting with each school Principal – RLC officer has conducted and recorded interviews to identify schools point of view, priorities, wish lists, perceived risks, future plans
3. Desktop and site assessment – independent analysis by an engineer from external consultancy of data for each school such as crash history video surveillance and school site/location assessment
4. Traffic data collection – volumes, speeds and percentage of heavy goods vehicles

What is still to be done in the Review process?

- Share the review outcomes with stakeholders and consider any feedback
- Share the review outcomes with schools and consider any feedback
- Consolidate feedback in to report of short, medium and long term actions
- Implement some of the low cost recommendations from review that apply to all schools under existing budgets where possible e.g. purchase of Hi Vis Vests, signage requests etc.
- Prepare an engineering report and schedule for next Long Term Plan based on report findings
- Use the review recommendations to inform next funding application to NZTA which is 53% subsidised.

N.B The bulk of the implementation cannot be actioned until we consolidate stakeholder feedback and secure funding in the 2021 – 2024 funding package. Current budgets are allocated to existing programmes applied for in 2018 - 2021 funding round.

Completion of Review Process will result in:

1. A clear set of options for engineering, enforcement and education intervention
2. Improved process for day to day management of requests from school communities
3. Impartial and accurate data for forward planning, future funding applications and advocacy with key stakeholders
4. Prioritised set of actions to address risk
5. Improved relationships with schools

Benefits identified from review process to date:

1. **Comprehensive data providing us with the tools to make informed decisions based on quality unbiased information.** This vastly improves the timeframes on day to day operational management and a proactive holistic process is definitely an improvement on a reactive one as it enables prioritisation against criteria and other schools.
2. **Improved communication with stakeholders and schools** – we have received a number of communications from the rural schools we interviewed post review and have been able to assist them in a more timely fashion. We also have the ability to advocate to stakeholders on schools behalf around a shared vision. This is particularly paramount in a state highway setting where NZTA is the road controlling authority or the issue falls on land outside of Council's area of responsibility.
3. **Improved relationships with schools** – by taking this proactive holistic approach it has reduced frustration for schools with one point of contact to coordinate and manage requests within council.

5. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

Seventeen schools were identified for this review, predominantly Primary Schools, Year 1 - 8

1. Broadlands School
2. Horohoro School
3. Kaharoa School
4. *Kaingaroa Forest School*
5. Lake Rerewhakaaitu School
6. Lake Rotoma School
7. Mamaku School
8. Mihi School
9. Ngakuru School
10. Reporoa College
11. Reporoa School
12. Rotokawa School
13. Te Kura Kaupapa Maori o Rotoiti
14. Te Kura Kaupapa Maori o Ruamata
15. Upper Atiamuri School
16. Waikite Valley School
17. Whangamarino School

Four of these schools are located On State Highways

Whangamarino School	State Highway 33, RD4, Rotorua
Te Kura Kaupapa Maori o Rotoiti	1620 State Highway 30, Rotorua
Te Kura Kaupapa Maori o Ruamata	1005 Te Ngae Road, Rotorua
Upper Atiamuri School	2613 State Highway 30, Atiamuru

Traffic data (traffic volumes, speeds, % heavy goods vehicles)

Was collected outside all of the rural schools. Five schools recorded 85th percentile speeds above the posted speed limit during school drop off and pick up commute times

School	Road Name	Posted speed (km/h)	85thile (km/h)		
			24hr period	8-9am	2-4pm
Broadlands School	Broadlands Rd	70	82.5	79	79
Reporoa School	Settlers Rd	50	61.9	61	60
Upper Atiamuri School	SH30	100	107	107	108
Waikite Valley School	Waikite Valley Rd	70	91.1	92	94
Whangamario School	SH33	70	82.1	80	81

Crash data (history for last five years 2014 – 2019)

10 of the 17 schools had no crashes reported. Those that did are summarised below:

- Broadlands School: 2018, non-injury crash
- Lake Rotoma School (SH30): 2017, non-injury crash
- Reporoa School (Settlers Rd): 2018, non-injury crash
- Rotokawa School (SH30): 2016 serious injury crash & 2017 non-injury crash
- TKKM Ruamata (SH30): 2016 minor injury crash at night

- Upper Atiamuri School (SH30): 2014 minor injury crash, 2015 & 2018 non-injury crash (one reported each year)
- Whangamarino School (SH33): 2015 non-injury crash

Video footage

This has proven to be an invaluable exercise as it has given an evidence based insight in to how the space was being utilised. Footage was captured throughout the day, typically from 7-10am to 1-5pm for a minimum of four continuous days.

N.B - A summary of observations table separated by urban/rural boundaries can be viewed in Appendix 1. This table was developed specifically for the Rural Community Board for consideration for future funding.

Signage

- There is currently a District wide inconsistency to the school advanced warning signage on the approaches to the rural schools.
- *(Update) We are developing a plan for a consistent approach to follow which we will discuss with schools as part of sharing the review findings, prior to any implementation*

Road marking

- Marking of all parking and drop off/pick up areas to optimise use of these facilities. Some schools parking areas need to be remarked as road marking is fading.

Vegetation

- Generally, vegetation was not causing an obstruction to signage or drivers line of sight. However, there were a few instances where vegetation clearance is recommended and will be actioned.

Speed limit

- The site visits identified four schools where the current speed limit seemed to be high for the 'environment' (adjacent land use, traffic volumes, road geometry, etc.).
- *(Update) These roads have been included in the current speed limit review in progress*

Minor infrastructure

- Consideration will be given to providing pedestrian crossing facilities (e.g. kerb buildouts) where parking is opposite the school.
- Consideration will be given to speed threshold treatments and speed limit enforcement at identified locations.
- Consideration will be given to providing a suitable parking area for large school events, e.g. neighbouring paddock or sports fields. If alternative parking cannot be found, safe parking practices will be explained to the School Community.

Major Infrastructure

- Consideration to the suitability of locations to undertake a U-turn manoeuvre by buses.
- Consideration to school parking areas with no dedicated pedestrian facilities, to provide a safe passage from the parked vehicle to the school entrance.
- Consideration to providing suitable pedestrian facilities on the State Highway.

Education

From the data collected and onsite observations, common themes could be applied to all rural schools:

- Promoting the use of the designated parking and drop-off/pickup areas
- Promoting adults escorting children across the road
- Driving to the speed limit outside the schools and past school buses
- *(Update) was successful in application to reallocate some current road safety funds as a result of Covid19 to target review education themes between now and end of financial year. The resource*

development and campaign will be discussed with schools as part of sharing the review findings and they will have input at this stage also.

Speed Enforcement

Speed related concerns

- Motorists driving to the posted speed limit outside the schools
- Motorists driving to the posted speed limit past school buses.
- *(Update) We will work with Police to reduce speeds*

Risk Assessment:

A risk assessment has been carried out for each school, where the areas of concern are listed by:

1. Operational Risk – refers to maintenance, enforcement, education, policy, bylaw etc. type of issues (e.g. speeding vehicles can be addressed by enforcement and education)
2. Infrastructure Risk – refers to physical/infrastructure type of issues (e.g. speeding vehicles maybe due to the environment and physical measures are required such as speed threshold treatments).

Below is a table showing summary of concern ratings by funding provider (Agency) for all rural schools.

Cost estimates are gross and will be contributed to by other agencies

OPERATIONAL RISK			
Summary of Concern Ratings by Funding Provider (Agency)			
Agency	Concern Rating	Rough order Costs (RoC)	TOTAL RoC
Kaingaroa Village Council	HIGH	\$0	\$3,500
	MEDIUM	\$3,500	
	LOW	\$0	
MoE	HIGH	\$0	\$4,500
	MEDIUM	1500	
	LOW	\$3,000	
MoE / RLC	HIGH	\$0	\$1,500
	MEDIUM	\$0	
	LOW	\$1,500	
NZ Police	HIGH	speed enforcement	Nil
	MEDIUM		
	LOW		
NZTA	HIGH	unknown	unknown (refer to Attachment 3)
	MEDIUM	\$0	
	LOW	\$0	
NZTA / MoE	HIGH	\$0	\$3,000
	MEDIUM	\$0	
	LOW	\$3,000	
NZTA / RLC	HIGH	\$45,000	\$45,000
	MEDIUM	\$0	
	LOW	\$0	
RLC	HIGH	\$20,200	\$22,200
	MEDIUM	\$2,000	
	LOW	\$0	

INFRASTRUCTURE RISK			
Summary of Concern Ratings by Funding Provider (Agency)			
Agency	Concern Rating	Rough order Costs (RoC)	TOTAL RoC
Kaingaroa Village Council	HIGH	\$23,000	\$23,000
	MEDIUM	\$0	
	LOW	\$0	
MoE	HIGH	\$0	\$83,500
	MEDIUM	\$82,000	
	LOW	\$1,500	
MoE / RLC	HIGH	\$170,000	\$290,000
	MEDIUM	\$120,000	
	LOW	\$0	
NZ Police	HIGH	Nil	Nil
	MEDIUM		
	LOW		
NZTA	HIGH	\$157,000	\$157,000
	MEDIUM	\$0	
	LOW	\$0	
NZTA / MoE	HIGH	Nil	Nil
	MEDIUM		
	LOW		
NZTA / RLC	HIGH	Nil	Nil
	MEDIUM		
	LOW		
RLC	HIGH	\$100,000	\$142,000

- There is more detail for each school in their individual assessments – not in this report
- Summary tables for Infrastructure and Operational risk are supplied as attachments 2 and 3 to this report

Future Considerations:

During the safety assessments there were additional observations raised for future consideration by Council:

1. Rural School Buses

Further investigation to the provision of school bus facilities could be investigated more thoroughly. We suggest undertaking a safety review of:

- (a) Location of the bus stops and provision of safe areas to park for private vehicles to collect children from the bus stops, and
- (b) Children crossing the road at the bus stops, particularly if they are likely to be unaccompanied by an adult.

As an aside to this, RLC could also rationalise the locations of the bus shelters and relocate any that may not currently be on rural school bus routes.

2. Settlers Road, Reporoa

The recorded 85th percentile speed (61.9km/h) was higher than posted speed limit (50km/h), Reporoa School actively discourages students and their families using this access. However, video monitoring did capture a couple of students using this access.

Also, onsite assessment was coincidentally carried out at lunchtime, there were many high school (Reporoa College) students observed visiting the village and buying their lunch. The following improvements are recommended:

- (a) Threshold treatment (kerb buildouts and improved signage) at speed limit threshold.
- (b) Improved pedestrian facilities at the roundabout.

3. Lower Speed Limits outside Schools

It is recommended that Rotorua Lakes Council are mindful of these proposed speed limit changes and the impact this will have on the Roding infrastructure outside all Schools. Significant investment may be required to successfully support the lower speed limits.

Any improvements/investment made now, should prioritise current safety concerns but ideally compliment the future changes to the speed limit.

6. **TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE**

The decisions or matters of this report are not considered significant in accordance with Council's Policy on Significance.

7. **NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY**

No further consultation is required by the Committee to make a decision on an option.

8. **HE WHAIWHAKAARO CONSIDERATIONS**

8.1 **Mahere Pūtea Financial/budget considerations**

Proceeding with recommendation of this report has budgetary implications and would need to be included in next NZTA funding application as current funds are allocated to other projects already.

Implementation would have to be programmed under Council's minor safety improvement and education programmes. This would likely be within the 2021-31 LTP and 2021 – 2024 NZTA funding rounds.

Consideration when assessing approval of this report recommendation to extend this review process district wide:

- Cost to undertake the rural assessment at 17 Rural Schools is approx. \$50,000 excluding staff time
- There are 22 urban schools in district

8.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications

At the end of 2019 Waka Kotahi NZ Transport Agency released a strategic document of significance that has been a contributors to this report.

1. Road to Zero – New Zealand’s Road Safety Strategy 2020 – 2030
2. Road to Zero – This plan outlines how to create a safe road system with people at its heart and lays out a vision of a NZ where no one is killed or injured on NZ roads and recommends a safe system approach.

The Government announced a lower speed limit rule change in November 2019. Timeframe for this programme is not clearly defined and will be introduced progressively over the next 10 years. N.B the rule change as it relates to rural schools is a maximum of 60km/h in rural areas and 40km/h in urban areas.

8.3 Tūraru Risks

Reputational – being responsive to the recommendation would be in line with Councils commitment to Vision 2030 and support upholding organisational reputation to deliver on the Vision.

8.4 Te Whaimana Authority

The decision is to proceed with a district wide review. This is within the mandate of the Committee.

9. NGĀ ĀPITI HANGA ATTACHMENTS

Attachment 1: Summary of observations table separated by urban/rural boundaries as per request from Rural Community Board for use for future funding decision making.

Attachment 2: Infrastructure Risk Assessments for Rural Schools

Attachment 3: Operational Risk Assessment for Rural Schools

Attachment 1 - Summary of observations table separated by urban/rural boundaries

Urban / Rural Committee Boundary	School	Road Name	Recommended improvements					
			Signage	Road Marking	Minor Infrastructure	Major Infrastructure	Education	Speed Enforcement
Rural Community Board	Broadlands School	Broadlands Rd	x	x	x ¹ & 6		x	x
	Horohoro school	Apriana Rd	x		x ¹ & 2	x ³	x	
	Kaharoa School	Kaharoa Rd	x		x ¹	x ² & 4	x	
	Kaingaroa Forest School	Dun Rd	x		x ¹ & 6		x	
	Lake Rerewhakaaitu School	Ashpit Rd	x	x	x ¹	x ³	x	x
	Mamaku School	South Rd	x	x	x ¹ & 3		x	
	Mihi School	Spring Rd	x		x ¹	x ³ & 7	x	
	Ngakuru School	Whirinaki Valley Rd	x	x	x ¹	x ² & 3	x	x
	Reporoa College	Massey Rd	x		x ¹	x ² & 3	x	
	Reporoa School	Massey Rd	x		x ¹		x	x ¹
	Waikite Valley School	Waikite Valley Rd	x	x	x ¹ & 5		x	x
	Upper Atiamuri School	SH30	x		x ¹ & 5		x	x
	Rotokawa School	Rotokawa Rd	x		x ¹	x ² & 3	x	
Urban	Te Kura Kaupapa Māori o Ruamata	SH30	x		x ¹ & 5	x ³	x	x
Lakes Community Board	Lake Rotoma School	Manawahe Rd	x		x ¹	x ³	x	
	Te Kura Kaupapa Māori o Rotoiti	SH30	x		x ¹	x ³	x	
	Whangamario School	SH33	x		x ¹ & 5	x ⁶	x	x

INFRASTRUCTURE RISK							
School	Road Name	Issue/Description	Concern	Possible Treatment	Cost Rating	Rough Order Cost (RoC)	Agency
Kaingaroa Forest School	Dun Rd	Vehicles slowing for speed hump but not at crossing point	H	Combine speed management with pedestrian crossing facility, e.g. raised crossing. Remark zebra crossing and install suitable advanced warning signage	M	\$15,000	Kaingaroa Village Council
	Dun Rd	Speeding vehicles approaching school from rear access	H	Speed management infrastructure at other approach to school	M	\$8,000	
Horohoro School	Apriana Rd	No designated parking	L	Mark parking bays within sealed parking area	L	\$1,500	MoE
Mihi School	Springs Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	
Ngakuru School	Whirinaki Valley Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	
Reporoa College	Massey Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	
Reporoa School	Massey Rd	Cars parking in bus stop area, affecting bus use and additional hazard for students accessing buses at pickup	M	Mark bus parking area and mark parking bays in existing parking areas	L	\$2,000	
Waikite Valley School	Waikite Valley Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	
Horohoro School	Apriana Rd	No pedestrian facilities for students walking to/from school from Marae or within parking areas	H	Provide pedestrian facilities, approximately 350m (e.g. footpath) from Marae to School (via road reserve or alternative route) and pedestrian walkway within parking areas into school grounds	H	\$110,000	MoE / RLC
Lake Rotoma School	Manawahe Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	
Kaharoa School	Kaharoa Rd	Confusion for motorists with two separate bus stops in use	M	Further information is required to make recommendation, discussion with School / MoE needed to understand the requirements for buses and how to improve safety	H	\$50,000 (estimate to be revised once more information is available)	
	Kaharoa Rd	Parked vehicles blocking/restricting bus ability to U-turn to access bus stop	M				
	Kaharoa Rd	Buses undertaking U-turns on or near live traffic lanes	M				
Ngakuru School	Whirinaki Valley Rd	Private vehicles parking opposite schools, requiring students to cross the road with no pedestrian crossing facilities	H	Provide additional sealed parking on school side, prevent parking opposite school	H	\$30,000	
Reporoa College	Massey Rd	Vehicles parking in bus stop area, affecting bus use and additional hazard for students accessing buses at pickup	M	Mark bus parking area and mark parking bays in existing parking areas. Provide additional parking for private vehicles	H	\$30,000	
Rotokawa School	Rotokawa Rd	Private vehicles parking opposite school, requiring students to cross the road with no pedestrian crossing facilities	H	Provide additional sealed parking on school side OR provide safe pedestrian crossing facility	H	\$30,000	
	Rotokawa Rd	No pedestrian facilities within parking area for safe passage into school grounds	M	Provide pedestrian walkway within carpark to school grounds	H	\$20,000	

Mihi School	SH5	Bus exiting Springs Rd onto SH5, insufficient shoulder for left turn exit from Springs Rd onto SH5 and low visibility of vehicles on SH5 from Springs Rd intersection	H	Shoulder widening and improvement to sightlines	H	\$40,000 (estimate to be revised once more information is available)	NZTA
Rotokawa School	SH30	No pedestrian facilities on SH, high traffic volumes and high speed (80km/h speed limit). Families drive short distance to school because using SH deemed unsafe. Potential that other school students are dropped off on SH by other school bus routes	H	Consider providing pedestrian facilities along SH for Rotokawa School students and other school bus users that live in area	H	\$10,000 - \$25,000	
Te Kura Kaupapa o Māori Rotoiti	SH30	No pedestrian crossing facilities on SH (footpaths on both sides) high traffic volumes and high speed (80km/h speed limit). Potential that other school students are dropped off on SH by other school bus routes	H	Consider providing pedestrian crossing facilities on SH 30	M	\$10,000	
Te Kura Kaupapa o Ruamata	SH30	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Threshold treatment (kerb buildouts and improved signage) at speed limit threshold	M	\$12,000	
Upper Atiamuri School	SH30	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Threshold treatment (kerb buildouts and improved signage) at speed limit threshold	M	\$10,000	
	SH30	No pedestrian crossing facilities on SH (bus shelter on opposite side to school) high traffic volumes and high speed (100km/h speed limit). Potential that other school students are dropped off on SH by other school bus routes	H	Consider providing pedestrian crossing facilities SH 30	H	\$10,000 - \$20,000	
	SH30	Limited sightlines in both directions exiting school access.	H	Check available sightlines, consider trimming vegetation and relocating power pole	H	\$20,000 (estimate to be revised once more information is available)	
Whangamarino School	SH33	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Threshold treatment (kerb buildouts and improved signage) at speed limit threshold	M	\$8,000	
	SH33	Limited sightlines in both directions exiting both school access.	H	Check available sightlines, consider trimming vegetation and sight benching	H	\$20,000 (estimate to be revised once more information is available)	

Broadlands School	Broadlands Rd	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Threshold treatment (kerb buildouts and improved signage) at speed limit threshold	M	\$10,000	RLC
Lake Rerewhakaaitu School	Ashpit Rd	Speeding vehicles approaching school from northern approach	H	Speed management infrastructure/threshold treatment at northern approach	M	\$12,000	
Lake Rerewhakaaitu School	Ashpit Rd	Wide crossing (9.4m crossing distance for pedestrians)	M	Narrow crossing point (consider relocation as per school's request)	H	\$20,000	
Mamaku School	South Rd	No pedestrian facilities on South Rd where most private vehicles park	H	Provide pedestrian crossing facility on South Rd entrance to school	M	\$12,000	
Ngakuru School	Whirinaki Valley Rd	No pedestrian facilities and vehicles parking on grass berm between school and community hall where there is additional parking	H	Provide footpath (approx. 200m) between school and community hall to separate pedestrians from parking on berm	H	\$80,000	
Reporoa College	Massey Rd	No pedestrian crossing facilities, parking bays on both sides of the road	H	Provide pedestrian crossing facility outside school (e.g. kerb buildouts)	M	\$8,000	
Waikite Valley School	Waikite Valley Rd	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Threshold treatment (kerb buildouts and improved signage) at speed limit threshold	M	\$8,000	

OPERATIONAL RISK							
School	Road Name	Issue/Description	Concern	Possible Treatment	Cost Rating	Rough Order Cost (RoC)	Agency
Kaingaroa Forest School	Dun Road	No school advanced warning signs	M	District wide treatment to provide consistent approach to placement of advanced warning signage, and consider complimenting signs with pavement markings	M	\$2,500	Kaingaroa Village Council
Kaingaroa Forest School	Dun Road	Vegetation obstructing drivers view on school on approach	M	Trim overhanging vegetation	L	\$500-1,000	
Broadlands School	Broadlands Rd	Private vehicles parking or using bus drop off/pick up area	M	Re mark bus drop-off/pick up area	L	\$1,500	MoE
Waikite Valley School	Waikite Valley Rd	Parking areas are not marked, low utilisation of parking areas	L	Mark parking bays within sealed parking areas and mark bus stop area	L	\$1,500	
Whangamarino School	SH33	Parking areas within school grounds are not marked, low utilisation of parking areas	L	Mark parking bays within sealed parking areas and mark bus stop area	L	\$1,500	
District Wide	Local & SH	No/little school signage - low roadside presence of school	M	School signage outside school	L/M	unknown	
District Wide	Local & SH	Parking provision during school events (e.g. overflow parking areas)	M	School could seek permission from neighbouring properties to park on vacant land / paddock during school events.	L/M	unknown	

School	Road Name	Issue/Description	Concern	Possible Treatment	Cost Rating	Rough Order Cost (RoC)	Agency
Ngakuru School	Whirinaki Valley Rd	Parking areas are not marked, low utilisation of parking areas	L	Mark parking bays within sealed parking areas and mark bus stop area	L	\$1,500	MoE / RLC
Broadlands School	Broadlands Rd	Speed of passing vehicles, 85 th %ile speed higher than posted speed limit	H	Enforcement	L	Nil	NZ Police
Reporoa School	Settlers Rd	Speed of passing vehicles, 85 th %ile speed close to posted speed limit	H	Enforcement	L	Nil	
Waikite Valley School	Waikite Valley Rd	Speed of passing vehicles, 85 th %ile speed close to posted speed limit	H	Enforcement	L	Nil	
Te Kura Kaupapa o Māori Ruamata	SH30	Speed of passing vehicles, 85 th %ile speed close to posted speed limit	H	Enforcement	L	Nil	
Upper Atiamuri School	SH30	Speed of passing vehicles, 85 th %ile speed close to posted speed limit	H	Enforcement	L	Nil	
Whangamarino School	SH33	Speed of passing vehicles, 85 th %ile speed close to posted speed limit	H	Enforcement	L	Nil	

School	Road Name	Issue/Description	Concern	Possible Treatment	Cost Rating	Rough Order Cost (RoC)	Agency
Upper Atiamuri School	SH30	Speed limit too perceived to be too high for school environment	H	Review Speed Limit	L	Unknown	NZTA
Te Kura Kaupapa o Māori Rotoiti	SH30	Parking areas are not marked, low utilisation of parking areas	L	Mark parking bays within sealed parking areas and mark bus stop area	L	\$1,500	NZTA / MoE
Whangamarino School	SH33	No bus stop marked at bus stop in layby – if vehicles park in this area there may be insufficient space for bus to pull in or manoeuvre	L	Check if bus stop is used, consider marking bus stop to deter vehicles parking at bus stop	L	\$1,500	
District Wide	Local & SH	Drivers not noticing school advanced warning signs	H	District wide treatment to provide consistent approach to placement of advanced warning signage, and consider complimenting signs with pavement markings	H	\$45,000 (\$2,500/school)	NZTA / RLC

School	Road Name	Issue/Description	Concern	Possible Treatment	Cost Rating	Rough Order Cost (RoC)	Agency
Broadlands School	Broadlands Rd	Speed limit too perceived to be too high for school environment	H	Review Speed Limit as part of District wide speed review	L	\$100	RLC
Horohoro School	Apriana Rd	Speed limit too perceived to be too high for school, Kōhanga reo and Marae environment	H	Review Speed Limit as part of District wide speed review	L		
Lake Rerewhakaaitu School	Ashpit Rd	Faded carparking bays and loose chip (slip/skid hazard)	M	Remark parking bays and sweep loose chip away	L	\$2,000	
District Wide	Local & SH	Speed of vehicles passing school	H	District wide campaign on speed past school	M	\$10,000	
District Wide	Local & SH	Speed of vehicles passing school buses at bus stops	H	Education - district wide campaign speed of vehicles passing buses at bus stops	M	\$10,000	

ROTORUA LAKES COUNCIL

Mayor
Chairperson and Members
OPERATIONS AND MONITORING COMMITTEE

8.5 Marguerita Street Traffic Management and Road Safety Improvements – Engagement Methodology

Report prepared by: Jodie Lawson, Safe and Sustainable Journeys Manager

Report reviewed by: Stavros Michael, General Manager, Infrastructure

Report approved by: Geoff Williams, Chief Executive

1. TE PŪTAKE PURPOSE

The purpose of the report is to follow the earlier Committee's recommendation to develop and present a public engagement methodology through which various road safety improvement options for Marguerita Street are canvassed in response to local residents' concerns.

The decision sought is for Council to approve the proposed public engagement methodology.

The preferred option by some of the locally affected parties (mainly residents) to address what they see as adverse impacts on their perception of safety and life amenity, is to:

'remove the through traffic function of the corridor and to require separate residential traffic and industrial traffic accesses from Fenton Street and Te Ngae Road respectively'.

Approval of the proposed public engagement methodology plan will enable Council to canvass the views and perspectives of the wider community and to gather the required feedback for an evidence based recommendation/response by Council to those local views.

2. HE TŪTOHUNGA RECOMMENDATION:

- 1. That the report 'Marguerita Street traffic management and road safety improvements – public engagement methodology' be received.**
- 2. That the Committee recommends to Council to approve the proposed engagement methodology with the general public on the potential options for road safety improvements on Marguerita Street, including the possible closure of Marguerita Street as a through road.**
- 3. That the Committee recommends to Council that the results of the public engagement and community feedback are brought back to Council for consideration prior to any implementation of a recommended option.**

3. TE TĀHUHU BACKGROUND

In February 2020, a report titled 'Marguerita Street Traffic Management and Road Safety Improvements' was presented to the Operations and Monitoring Committee.

The report outlined local resident concerns on road user impacts, perception of safety and amenity value from the mixed use of the corridor. The area serves both residential and industrial activities with traffic able to use entry and exit points on the west (Fenton Street) and on the east (Te-Ngae SH Road). The mixed traffic, especially heavy traffic, is perceived to pose a safety risk and quality of life degradation by the local residents on the west part of the road.

Residents wish the Council to consider altering the function of Marguerita Street from a through collector route to a local road with no through traffic. The objective is to achieve better balance between accessibility to local destinations and residential amenity/safety.

Council debated the matter and directed staff to prepare a public engagement methodology on options available to achieve a balanced outcome. While cognisant of the local residents' preference to remove the through road function of Marguerita Street, Council wishes to ensure that the wider potential impacts are well understood by the community and that the community is able to consider more than one option.

Following community consultation and consideration of the feedback, Council would then receive an officer recommendation and will decide if it wished to proceed with any option.

4. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

Summary of effects from original report

The effect of closing Marguerita Street to through traffic was modelled using the Rotorua Urban Transport model. The model is calibrated with actual traffic counts and it provides highly reliable predictions of traffic changes/impacts on the network.

The results of modelling a closure of Marguerita Street to through traffic highlight an increase in traffic on Sala Street and on Sophia Street. The reason for the increase of traffic on Sophia Street is because traffic from or to the south-western suburbs to eastern Rotorua who currently use Marguerita Street will shift off Devon Street to Sophia Street as that is a shorter route through to Sala Street.

The effects on Sala Street will be virtually unnoticeable however, increased traffic on Sophia Street will be noticeable. Sophia Street already has traffic management interventions installed to deter the use of Sophia as a through route. Wider network effects are minimal.

A significant reduction in traffic on Marguerita Street will occur, both in volume and type of traffic, achieving the purpose that generated the investigation in to reported issues.

Other options to be canvassed are:

- Status Quo i.e. no change
- Traffic management interventions

Status Quo

The existing corridor functions as a through route between Fenton Street and Te Ngae Road while providing access functions for both industrial and residential areas. From a traffic function point of view, this is efficient and meets the needs of vehicular traffic. Speeds are not excessive having been measured a number of times and there is not a safety record that is of concern. Note that every road can have occasional highly illegal speed exceedance, but RLC does not design for that.

Maintaining the existing function will not however address the concerns of the residents. Traffic load is high for a residential area and there is regular use of the corridor by heavy vehicles. The traffic load and nature of the traffic combines to cause vibration concerns in particular, due to the soil structure which is particularly sensitive in this area. RLC has installed “soft” interventions e.g. signage to induce good behaviour by drivers and remarking corridor lane widths so they are narrower which has a traffic calming effect. By and large, these small changes are working however, this does not address the main concerns of residents.

Traffic Management Intervention

Introduction of some form of traffic management is another option which could be implemented. Traffic Management measures are some form of engineering intervention installed to induce behaviour change. This can be designed to ensure compliance with posted speed limits through to diversion of traffic. Speed platforms (speed humps) are commonly used to induce lower speeds such as on Clayton Road and are very effective in reducing speed where that is an issue. For diversion, the route needs to be made “difficult” so it is not the preferred route. The chicanes in Sophia Street were installed to divert traffic.

As the issue on Marguerita is one of diversion of traffic from residential areas, this would have to be a traffic management solution. The design of this needs to be a balance of allowing required traffic e.g. buses, delivery vehicles etc. while providing a deterrent to through vehicles. Effectively, this means slowing vehicles to the point where they will tend to use alternative routes. Speed platforms are not a realistic option due to the potential to induce vibration problems. This will mean that a chicane type solution will be necessary, along with such interventions such as lane narrowing. A number of chicanes are likely required to induce the degree of diversion required.

This option will not be 100% effective and is likely to still be utilised by through traffic. It is likely to be more effective with diversion of commercial vehicles. Such interventions can considerably improve streetscape, but will be more costly than the option of closing the road.

Note that costs for any option have not been determined at this stage as community feedback and selection of the right option is the current priority.

Engagement Methodology Plan

Objectives:

- Engage with stakeholders affected by proposed Marguerita Street options
- Raise general awareness around the ability to provide feedback on proposed Marguerita Street options
- Answer key questions in relation to proposed Marguerita Street options
- Drive people to engage with the consultation process via Let's Talk | Korero Mai

Key Messages:

- Council is working towards a solution to address the mixed road use on Marguerita Street

- Council has heard the feedback from residents in regards to the mixed road use building vibration impacts and safety concerns
- The proposed options are
 - Status quo – do nothing
 - Traffic Management Intervention
 - Remove the through traffic function of the road and require traffic access to come from either Fenton Street or Te Ngae Road
- Council is now asking for feedback on the proposed Marguerita Street options for road safety improvements on Marguerita Street. Feedback will be taken into consideration by Councillors ahead of any decision being made

Question for feedback

What are your thoughts or suggestions around each of the proposed options?

Stakeholders

- Glenbrae residents
- Residents
- Marguerita Street and White Street businesses
- Iwi / hapu
- AA
- VTNZ
- NZTA
- BoPRC
- Heavy Haulage
- Road Transport Association
- Fire and Emergency
- NZ Police
- Road users
- Wider community
- Local sports club/park users

Risks and response

Risk	Response
Residents unhappy with proposed options	- Provide clear information as to why proposed options have been selected - Direct to provide feedback via Let's Talk/Korero Mai
Wider community unhappy with proposed options	- Provide clear information as to why proposed options have been selected - Direct to provide feedback via Let's Talk/Korero Mai
Heavy haulage community unhappy with proposed options	- Provide clear information as to why proposed options has been selected - Direct to provide feedback via Let's Talk/Korero Mai
Negative feedback around District Plan / Land Use	- Provide clear information as to how District Plan zoning was decided - Provide information around next District Plan consultation
Feedback that Let's Talk/Korero Mai is too difficult to use	- Provide contact details to Council call centre to enable phone based feedback
COVID-19 impacts to businesses and peoples day to day lives	- Elected members need to feel comfortable that engaging at this time is appropriate as we run the risk of Council adding to peoples current stress - We are genuinely listening and understanding people and the situation, and take on board the feedback on the potential effects for individuals and businesses

Timeline

Date	Detail	Who
TBC	Meetings with affected residents and businesses	Rob Griffiths/Jodie Lawson
TBC	Letter drop to residents and businesses	SASJ Team
	Feedback period opens	
TBC	Let's Talk website page goes live	Marty Jones
TBC	News item on Council website	Marty Jones
TBC	Posts on Facebook, LinkedIn and Twitter	Marty Jones
TBC	Public drop in/online Q+A session (TBC)	Rob Griffiths/Jodie Lawson
TBC	Feedback period closes	
TBC	Feedback report generated	Rob Griffiths
TBC	Feedback report presented to Councillors	Jodie Lawson

5. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are part of a process to arrive at a decision that will/may be significant in accordance with Council's Significance Policy. The matter may be significant as:

- The proposal or decision adversely affects all or a large portion of the community.
- The impact or consequences of the proposal or decision on the affected persons (being a number of persons) will be substantial.
- The proposal or decision is likely to generate a high degree of controversy in the community.

As a significant decision or matter, the Council must apply greater diligence to the decision making requirements of the Local Government Act 2002 section 76-82. This includes, but is not limited to, the degree to which different options are identified and assessed and the extent to which community views are considered, including whether consultation is required.

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6. NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

While the suggested proposal will have limited overall impact on traffic, there will be significant impact on individuals and local communities. These are summarised as follows:

- a) Businesses - a number of businesses will be directly affected with access being less direct for customers and hence they will likely express some concern. This applies to all business located in the industrial area but also some businesses are located in Marguerita Street on the Fenton Street end. It is proposed to have face to face meetings with the affected parties.
- b) Sophia Street Community – Residents of Sophia Street lobbied Council some years ago regarding traffic load and behaviour. In response, Council introduced traffic management measures which resulted in traffic transferring to Devon Street which is a higher hierarchy road. This proposal is likely to see some of that traffic return to Sophia Street in spite of the traffic management measures there.
- c) Travelling Public – Marguerita Street is a through road for inter-city travel between south-western and eastern suburbs of Rotorua. Residents using this route will see themselves as affected parties.

7. HE WHAIWHAKAARO CONSIDERATIONS

7.1 Mahere Pūtea Financial/budget considerations

Proceeding with consultation on the proposal has significant staff resource implications but not budgetary implications.

Should the proposal proceed to implementation, it would have to be programmed under Council's traffic management programme. This would likely be within the 2021-31 LTP.

7.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications

Council does have existing policies which address traffic management issues and a forward works programme for implementation. Many requests for some form of traffic intervention are received. The main focus of this policy is to address both speed related issues and where excessive through traffic occurs on roads not designed for this function. Intervention is consistent with Council policy and work programmes.

The policy and programme does prioritise works based on risk factors. The whole programme is currently being reviewed for priority however, Intervention in Marguerita Street does not rank that high but could be advanced should Council resolve that. This decision is best left to consider, should the proposal proceed.

7.3 Tūraru Risks

The proposal itself is likely to be challenged with public relations issues. It is possible some business will be adversely affected. The key issues are:

- Adverse effect on the community
- Publicity / public perception
- Political

The purpose of the public consultation phase is to understand and ensure those risks are managed appropriately. It may be following public consultation that the proposal does not proceed.

The closure of Marguerita Street if implemented would reduce traffic risks as traffic shifts onto higher function roads and load at the Te Ngae/Marguerita intersection significantly reduces. However, this will have significant impact on access to industrial and businesses in the area and unlikely to be supported by those groups.

7.4 Te Whaimana Authority

The decision is to approve the public engagement methodology or not. This is within the mandate of the Committee.

8. TE WHAKAKAPINGA CONCLUSION

Marguerita Street traffic has over the years been subject to a number of complaints regarding traffic. The road does have a mix of land uses and acts as a through road which results in an inappropriate mix of traffic for a residential street. The proposed option to address this is to close it as a through road however, this will have an impact on businesses, residents and the travelling public.

Approval of the public engagement methodology plan will enable Council to understand the level of public support for the proposed options before making a decision for possible inclusion in the forward works programme.

9. NGĀ ĀPITI HANGA ATTACHMENTS

Attachment 1: Marguerita Street Consultation and Engagement Plan

MARGUERITA STREET

Consultation and Engagement Plan

Project overview

Marguerita Street links Fenton Street and Te Ngae Road and is an alternative and connecting traffic route to the key transport corridors utilising Sala or Ti Streets. Under the Council's District Plan, land uses adjacent to Marguerita Street are mixed with Commercial/light industrial on one half and residential on the other. At the time of the District Plan implementation, Council planned to monitor the effects of such mixed land use, undertake a review and then address any issues that arose.

At the end of 2019, a report was generated outlining potential issues and considering options going forward. The objective is to achieve better alignment between accessibility and residential safety and disturbance, addressing the land use issue that was created under the District Plan. This coincided with feedback and concerns from residents in the area, and most recently a petition, in regards to road user impacts, safety and traffic concerns.

The mixed land use has generated mixed traffic of local destination, through passage and of commercial nature. Traffic load and type, as a result, is not generally consistent with the expectations of a residential street and local residents have raised concerns about the impacts and effects of such traffic on their amenities and safety.

A possible solution to address these issues is to remove the through traffic function of the road and require traffic access to come separately from Fenton street and Te Ngae Road or install traffic management measures i.e. chicanes to make the route less attractive to use and hence deter traffic to other routes.

Prior to Council making any decision on such a proposal it is necessary to obtain feedback from the public and affected parties through consultation. Feedback from the consultation will be presented to Councillors ahead of a final decision on the proposal being made.

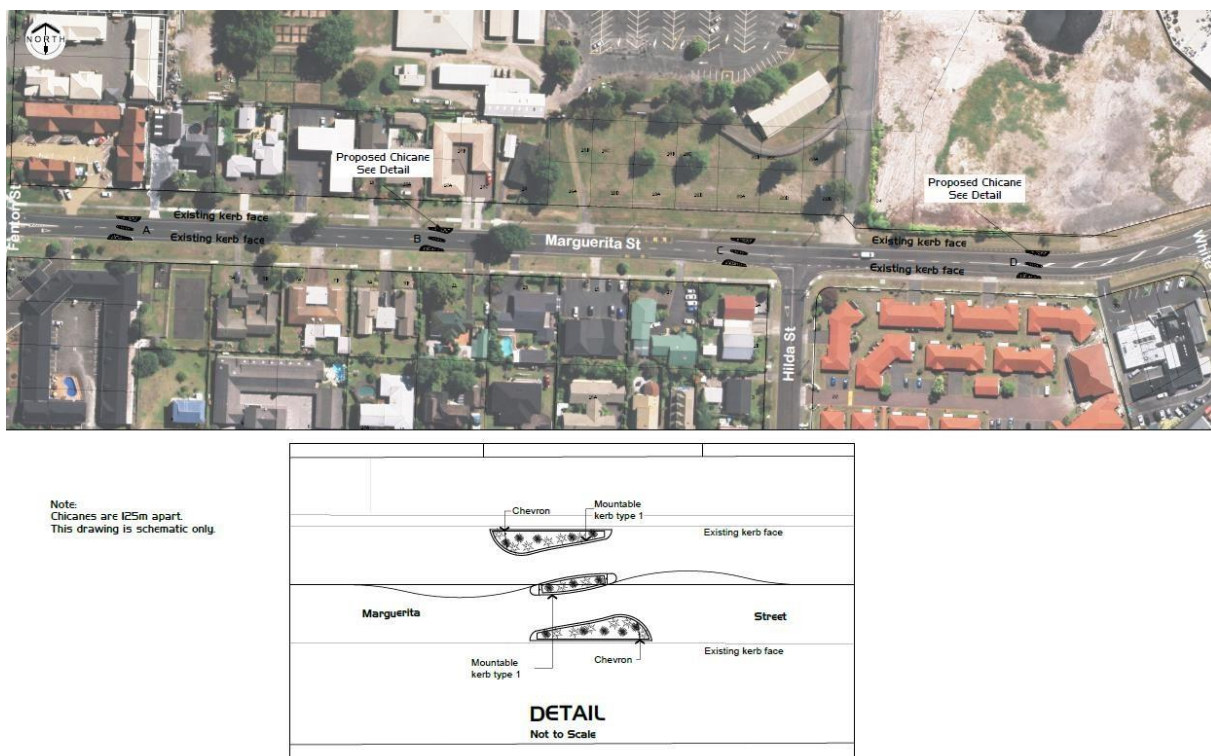
Proposed Marguerita Street options

1. Remove through traffic function – Cul-de-sacs



The proposed option would see Marguerita Street closed to through traffic via two cul-de-sacs near White Street. The results of traffic modelling a closure of Marguerita Street to through traffic shows an increase in traffic on Sala Street and Sophia Street. The effects on Sala Street will be virtually unnoticeable, however increased traffic on Sophia Street will be noticeable (results below). Sophia Street already has traffic management installed to deter the use of Sophia as a through route. Wider network effects are minimal. A significant reduction in traffic on Marguerita Street will occur, both in volume and type of traffic, achieving the purpose of the proposal.

	Sala Street		Sophia Street	
	Existing	Change	Existing	Change
Morning Peak vehicles / hour	78	108	25	81
Evening Peak vehicles / hour	135	140	33	58

2. Traffic Management - Chicanes

This proposed option would see chicanes installed to make a route less attractive to use and hence deter traffic to other routes. Sophia Street already has traffic management installed to deter the use of Sophia as a through route.

3. Status Quo – Do nothing

Road functionality as an Urban Collector Road is maintained with through functionality – no impacts/changes to the wider roading network

Consultation and Engagement overview Objectives

- Engage with stakeholders affected by proposed Marguerita Street options
- Raise general awareness around the ability to provide feedback on proposed Marguerita Street options
- Answer key questions in relation to proposed Marguerita Street options
- Drive people to engage with the consultation process via Let's Talk | Korero Mai

Key Messages

- Council is working towards a solution to address the mixed road use on Marguerita Street
- Council has heard the feedback from residents in regards to the mixed road use building vibration impacts and safety concerns
- The proposed options would remove or deter the through traffic function of the road

- Council is asking for feedback on the proposed Marguerita Street option to remove the through traffic function on Marguerita Street or install traffic management i.e. chicanes
- Feedback will be taken into consideration by Councillors ahead of any decision being made

Questions for feedback

Which option is your most preferred?

1. Remove the through traffic function of the road by installing cul-de-sacs
2. Reduce the traffic speeds and volumes by installing traffic management i.e. chicanes
3. Keep the road as it is

What are your thoughts and/or suggestions around the proposed options for Marguerita Street?

Stakeholders

- Iwi / hapu

Directly affected

- Glenbrae residents
- Nearby Residents
- Marguerita Street and White Street businesses

Key Transport Stakeholders

- Road Transport Association
- Fire and Emergency
- NZ Police
- Road users
- AA
- NZTA
- BoPRC
- Heavy Haulage

Wider Community engagement

- General community
- Local sports club/park users

Risks and response

Risk	Response
Residents unhappy with proposed options	- Provide clear information as to why proposed options have been selected - Direct to provide feedback via Let's Talk/Korero Mai
Wider community unhappy with proposed options	- Provide clear information as to why proposed options have been selected - Direct to provide feedback via Let's Talk/Korero Mai

Heavy haulage community unhappy with proposed options	- Provide clear information as to why proposed options has been selected - Direct to provide feedback via Let's Talk/Korero Mai
Negative feedback around District Plan / Land Use	- Provide clear information as to how District Plan zoning was decided - Provide information around next District Plan consultation
Feedback that Let's Talk/Korero Mai is too difficult to use	- Provide contact details to Council call centre to enable phone based feedback
COVID-19 impacts to businesses and peoples day to day lives	- Elected members need to feel comfortable that engaging at this time is appropriate as we run the risk of Council adding to peoples current stress - We are genuinely listening and understanding people and the situation, and take on board the feedback on the potential effects for individuals and businesses

Timeline

Date	Detail	Who
TBC	Meetings with affected residents and businesses	Rob Griffiths/Jodie Lawson
TBC	Letter drop to residents and businesses	SASJ Team
	Feedback period opens	
TBC	Let's Talk website page goes live	Marty Jones
TBC	News item on Council website	Marty Jones
TBC	Posts on Facebook, LinkedIn and Twitter	Marty Jones
TBC	Public drop in/online Q+A session (TBC)	Rob Griffiths/Jodie Lawson
TBC	Feedback period closes	
TBC	Feedback report generated	Rob Griffiths
TBC	Feedback report presented to Councillors	Jodie Lawson

9 Resolution To Go Into Public Excluded - Ka Matatapu Te Whakataunga I Te Tūmatanga (to consider and adopt confidential items)

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
Contract 19/052: Tender Approval for Kaharoa Reservoir Construction	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)
Contract 20/007: Tender Approval for Professional Services for Capital Projects – Transport 2020 – 2025	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)
Contract 19/061: Tender Approval for Streetlight Maintenance and Renewals 2020 - 2030		

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.