

Notice is given that an ordinary meeting of the Operations Committee will be held on:

**Date:** Thursday 26 September 2024  
**Time:** 9:30am  
**Meeting Room:** Tasman Council Chamber  
**Venue:** 189 Queen Street, Richmond  
**Zoom conference link** <https://us02web.zoom.us/j/83417565293?pwd=RAV9RbkWmh7Krx5L69jvyxoAKt2fie.1>

Meeting ID: 834 1756 5293  
Passcode: 467645

---

## Operations Committee

### Komiti Mahi

# AGENDA

---

#### MEMBERSHIP

<b>Chairperson</b>	Cr C Mackenzie	
<b>Deputy Chairperson</b>	Cr T Walker	
<b>Members</b>	Mayor T King	Cr C Hill
	Deputy Mayor S Bryant	Cr M Kininmonth
	Cr C Butler	Cr K Maling
	Cr G Daikee	Cr B Maru
	Cr B Dowler	Cr D Shallcross
	Cr J Ellis	Ms C Starkey
	Cr M Greening	

(Quorum 8 members)

Contact Telephone: 03 543 7617  
Email: [tdc.governance@tasman.govt.nz](mailto:tdc.governance@tasman.govt.nz)  
Website: [www.tasman.govt.nz](http://www.tasman.govt.nz)



## AGENDA

**1 OPENING, WELCOME, KARAKIA**

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Recommendation**

**That the apologies be accepted.**

**3 PUBLIC FORUM**

Nil

**4 DECLARATIONS OF INTEREST**

**5 LATE ITEMS**

**6 CONFIRMATION OF [MINUTES](#)**

**That the minutes of the Operations Committee meeting held on Thursday, 22 August 2024, be confirmed as a true and correct record of the meeting.**

**7 REPORTS**

7.1 Information Services Activity Report..... 4

7.2 Community Infrastructure Activity Report..... 7

7.3 Local Water Done Well - Governance Group..... 83

**8 CONFIDENTIAL SESSION**

Nil

**9 CLOSING KARAKIA**

## 7 REPORTS

### 7.1 INFORMATION SERVICES ACTIVITY REPORT

Information Only - No Decision Required

<b>Report To:</b>	Operations Committee
<b>Meeting Date:</b>	26 September 2024
<b>Report Author:</b>	Chris Blythe, Programme Manager - Digital Innovation Programme
<b>Report Authorisers:</b>	Peter Darlington, Chief Digital Officer; Rob Smith, Acting Group Manager - Information, Science & Technology
<b>Report Number:</b>	ROC24-09-1

#### 1. Summary / Te Tuhinga Whakarāpoto

- 1.1 The Digital Innovation (DIP) projects are progressing as planned with strong engagement in the Customer Relationship Management and Data and Insight projects across the organisation. These key projects are moving out of Discovery into the first Horizons of delivery.
- 1.2 Work is beginning with the Finance and IS team to investigate the options for a replacement Financial Management Information System (FMIS), which is a future project in the Digital Innovation Programme (years two to four of the current Long Term Plan (LTP)).

#### 2. Recommendation/s / Ngā Tūtohunga

**That the Operations Committee**

1. **receives the Information Services Activity Report ROC24-09-1.**

#### 3. Digital Business Improvement Projects

- 3.1 CoDigital is providing project management for the key Digital Business Improvement Projects to cover the vacant Project Management role in the DIP team.
- 3.2 The Water Consent Monitoring project is in the third and final stage with a target to Go Live with the application during November 2024. The timeline is challenging but the project is a high priority, well-resourced and being closely monitored.
- 3.3 The Tactical Flood Solution project to improve the performance of river flood data in rainfall events is progressing well and is planned to complete end of September 2024.
- 3.4 The Native Habitats Tasman projects is experiencing some challenges confirming detailed scope requirements. An experienced project manager from CoDigital is now supporting this project to help maximise success.
- 3.5 The Freshwater Farms and Hazards GIS project is progressing as planned. The government has moved the legislative deadline out to 2025, but we continue to progress this project so we can close the work out in good time.

- 3.6 The IS team is planning the next tranche of projects due to start in the new year 2025.
- 3.7 IS is supporting a number of organisation-led projects including the Supervisory Control and Data Acquisition (SCADA) server upgrade, the ePlan digitisation of the Tasman Resource Management Plan and improvements to Coastal Structure data.
- 3.8 We are also initiating a project to move from Windows 10 to Windows 11 in 2025, which is required as Windows 10 will be unsupported from October 2025.

#### **4. Digital Innovation Programme Highlights**

- 4.1 Customer Relationship Management (CRM) Discovery stage completes on 27 September and the statement of work for the first Horizon (to June 2025) is in development and negotiation.
- 4.2 The Data and Insights Strategy has been drafted and reviewed by the Executive Leadership Team. The document is being completed and a summary will be provided for the next Council Operations Committee Meeting.
- 4.3 Within the Cloud Workstream the hardware supplier for the core networking switches for 189 Queen Street was selected and the detailed design has begun. The Operational Technology Risk Reduction Options Paper was shared with key Group Managers for endorsement prior to Audit and Risk Committee in early October.
- 4.4 The Human Resources Information System (HRIS) Performance and Aspirations Module project is complete and the ongoing adoption of the system and processes will be led by the People and Wellbeing Team. Staff and managers have added their goals for the coming year into the new system.
- 4.5 A project to migrate from the old MagiQ Property module to the new MagiQ Cloud Lease module is on track, with migration and Go Live happening in October 2025. This is the last module to migrate to the cloud version of MagiQ.
- 4.6 A review of the IS Operating Model Workstream is taking place in October 2024.
- 4.7 The project report tables provided in the Project Delivery Office report, provide an overview of current delivery performance.

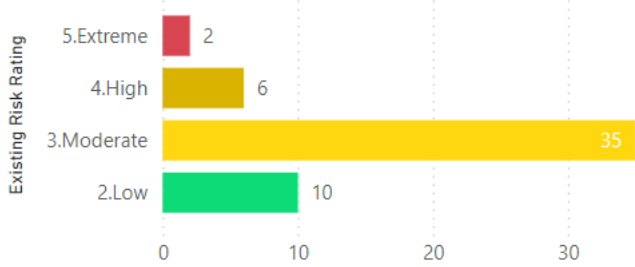
#### **5. Staff Changes**

- 5.1 Karen Cameron has joined the team as a temporary Project Coordinator, replacing Mel Harbers (CoDigital).

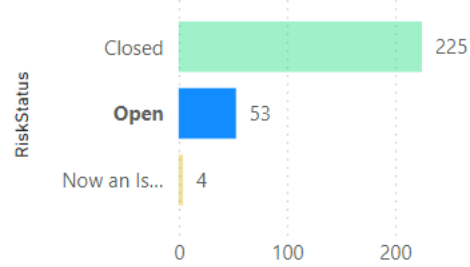
#### **6. DIP Risks and Issues**

- 6.1 There are 53 open risks and 225 closed risks. 8 risks have an existing risk rating of high or extreme. The extreme risks are:
  - The network vulnerability backlog that remains while we work through remediation. The DIP has funding allocated to help accelerate this work.
  - Concerns over the underlying quality of our data impacts the extent the data can be used for reporting and insights and can also impact migrations to new systems. The Data and Insights workstream addresses our data management, and project managers are managing data migrations in the knowledge that quality may be poor.

Open Risks



Risk Status



- 6.2 There are 11 open issues across the programme which are all being managed. The highest concern is that core network switches on site are past their end of life. A combination of DIP and operating budget is being used to procure new switches to address this issue.
- 6.3 The remaining issues are mostly at project level relating to resourcing and planning and are a consequence of having vendor led projects (CRM and Data and Insights). Once the scope and cost of the next horizons for CRM and Data and Insights are confirmed with vendors, we will have more certainty about timelines and resourcing.

**7. DIP Financial Update**

- 7.1 The programme is on track to be within the budget allocated in the current Long Term Plan (LTP).
- 7.2 There are some changes to the phasing of the budget in the forecast because the CRM project horizons are more front-loaded than we planned in the LTP planning process.
- 7.3 At this stage we expect the current year budget to be fully spent owing to the number of projects now underway. An update will be provided at the end of the first quarter of this financial year.
- 7.4 There is some cost uncertainty with the Customer Relationship Management project as we now have a better understanding of the resources required to implement the project successfully. We are working through the statement of work with the vendor for Horizon One (October 2024 to June 2025) to confirm scope and price. \$600k contingency has been identified within the programme budget to support the CRM project.

**8. Attachments / Tuhinga tāpiri**

Nil

## 7.2 COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

**Information Only - No Decision Required**

<b>Report To:</b>	Operations Committee
<b>Meeting Date:</b>	26 September 2024
<b>Report Author:</b>	Grant Reburn, Reserves and Facilities Manager; Mike Schruer, Waters and Wastes Manager; Jamie McPherson, Transportation Manager; Nick Chin, Enterprise and Property Services Manager; Russell McGuigan, Programme Delivery Manager; Richard Kirby, Group Manager - Community Infrastructure
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	ROC24-09-2

### 1. Summary / Te Tuhinga Whakarāpoto

- 1.1 This report provides a summary of the Community Infrastructure Group's activity since the last report to the Operations Committee on 22 August 2024

### 2. Recommendation/s / Ngā Tūtohunga

**That the Operations Committee**

1. receives the Community Infrastructure Activity Report ROC24-09-2.

### 3. Management Update

#### Local Water Done Well

- 3.1 At its meeting 12 September 2024, Council considered an update on the Local Water Done Well programme being implemented by the government. Council noted that updates on progress with Local Water Done Well would be presented to the Operations Committee. A report under separate cover is being presented to this Operations Committee for consideration.

#### Health and Safety Lead Indicators (Audits/site observations) – 1 July 2023 to 30 June 2024

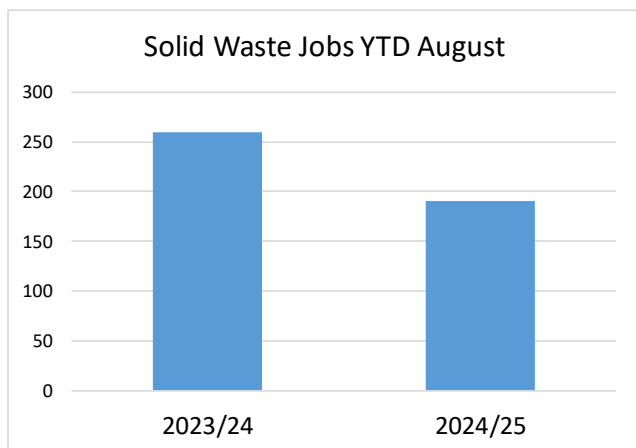
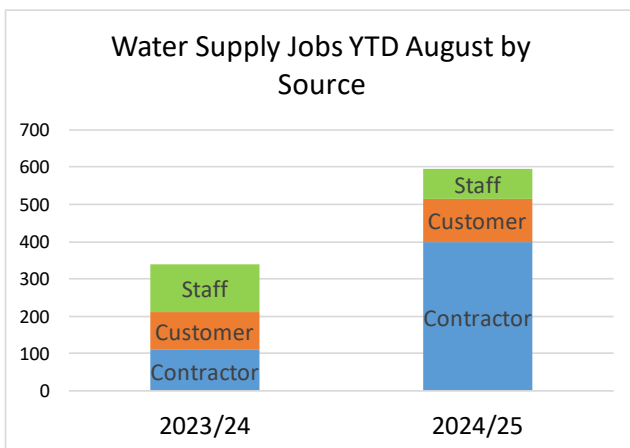
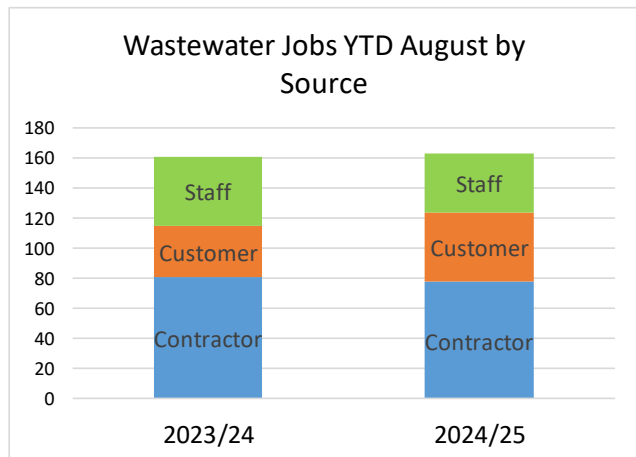
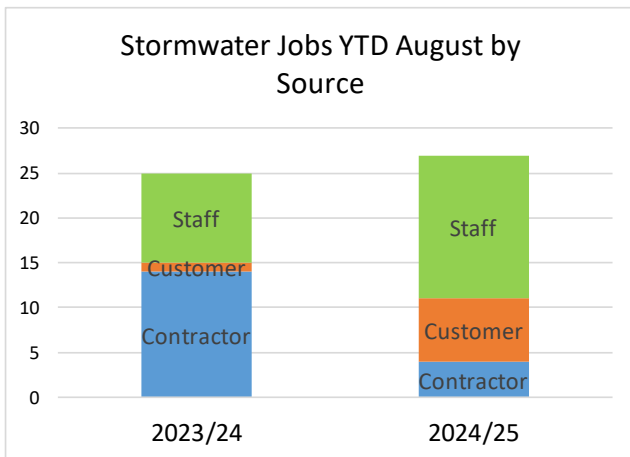
Measure	Enterprise Portfolio	Project Delivery	Property Services	Reserves and Facilities	Transportation	Waters and Wastes	Total
H&S Observations					27	3	30

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

<b>H&amp;S Briefings (also as part of regular meetings)</b>	10	10	10	10	10	10	<b>50</b>
<b>Number of H&amp;S courses attended by staff</b>	2	1		1		6	<b>8</b>

**4. Waters and Waste**

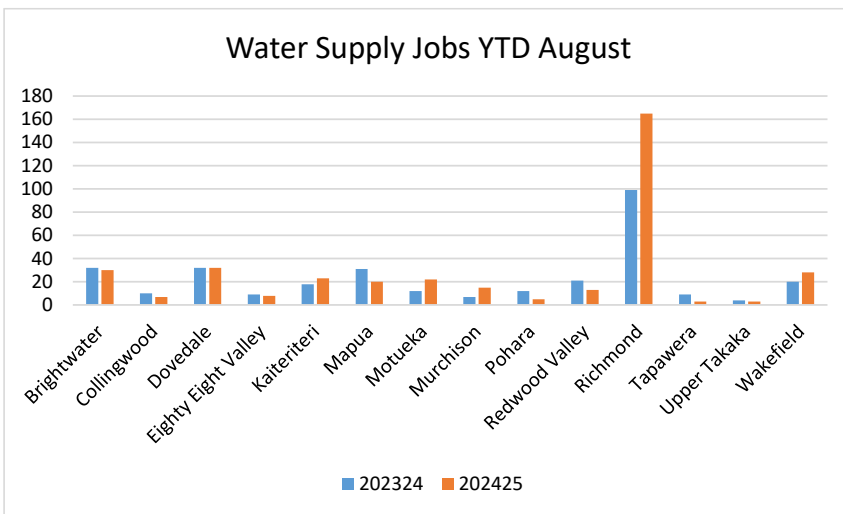
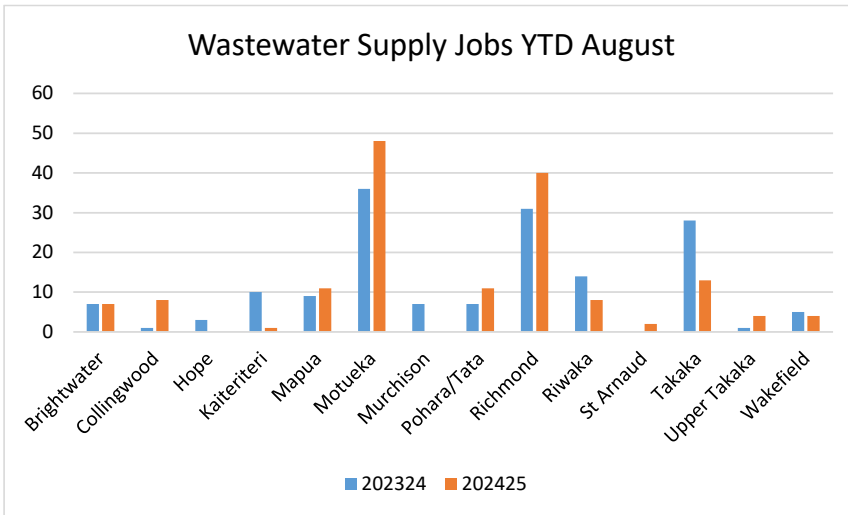
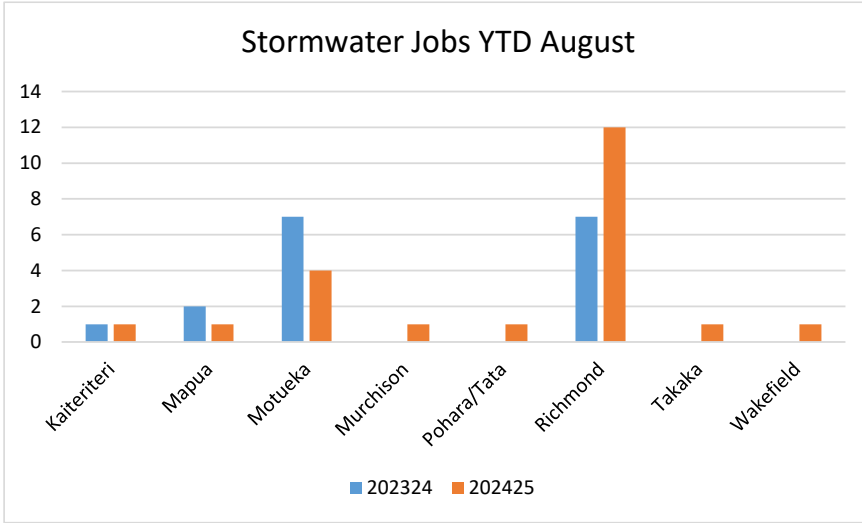
**Utilities Trends**



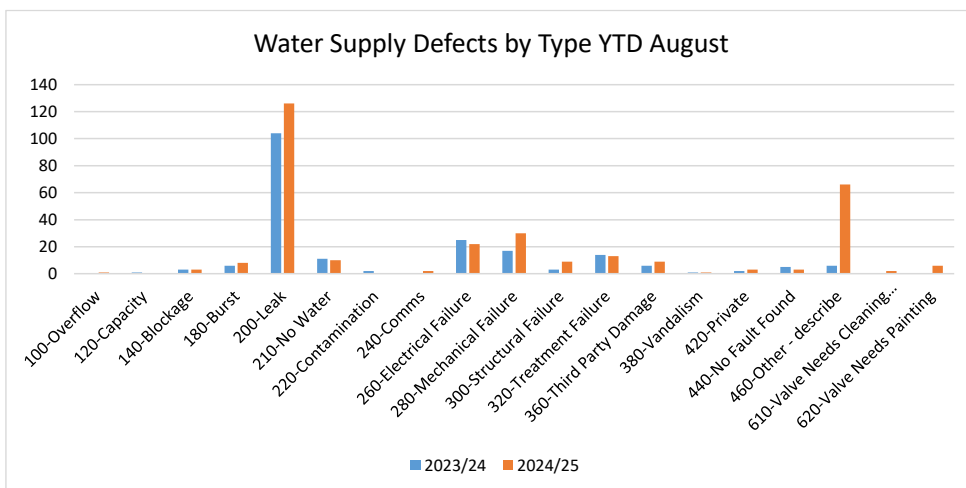
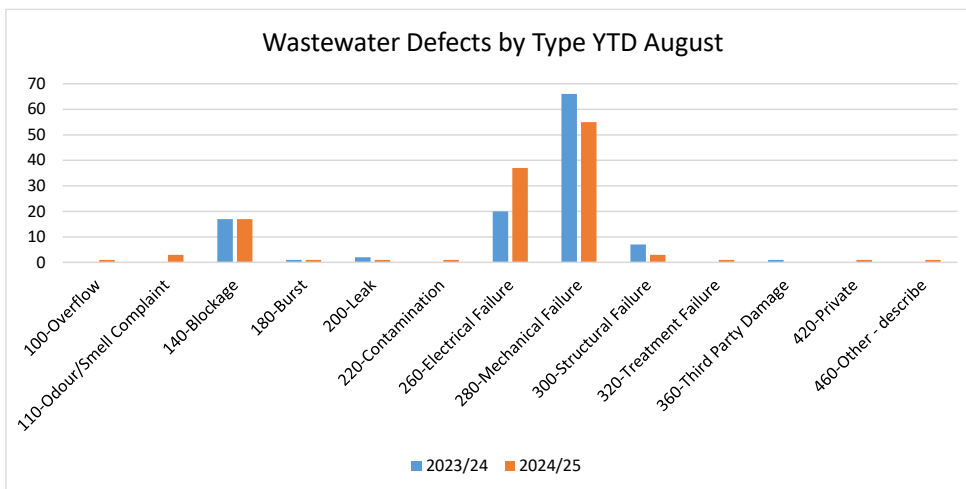
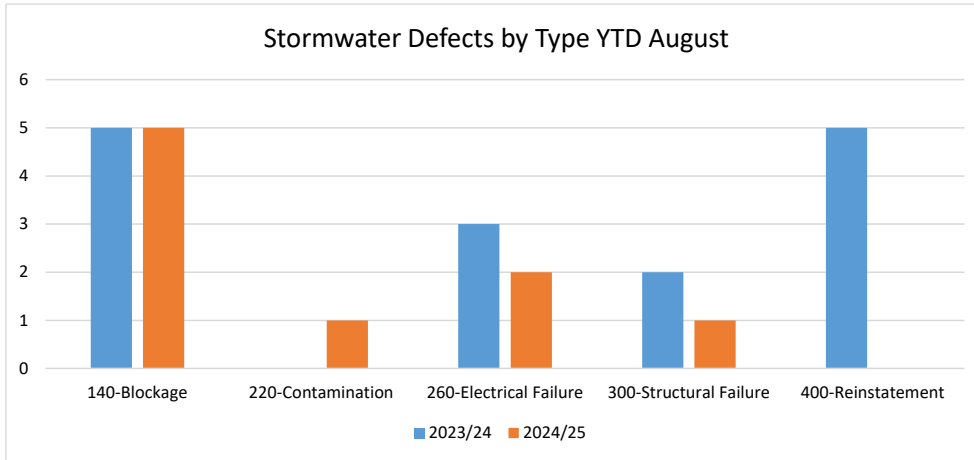
4.1 There has been a large increase in Water Supply Contractor jobs this year. This is due to a change in the way the asset management system is used for annual valve inspections. An individual job is now raised for each valve that needs maintenance, e.g. painting.



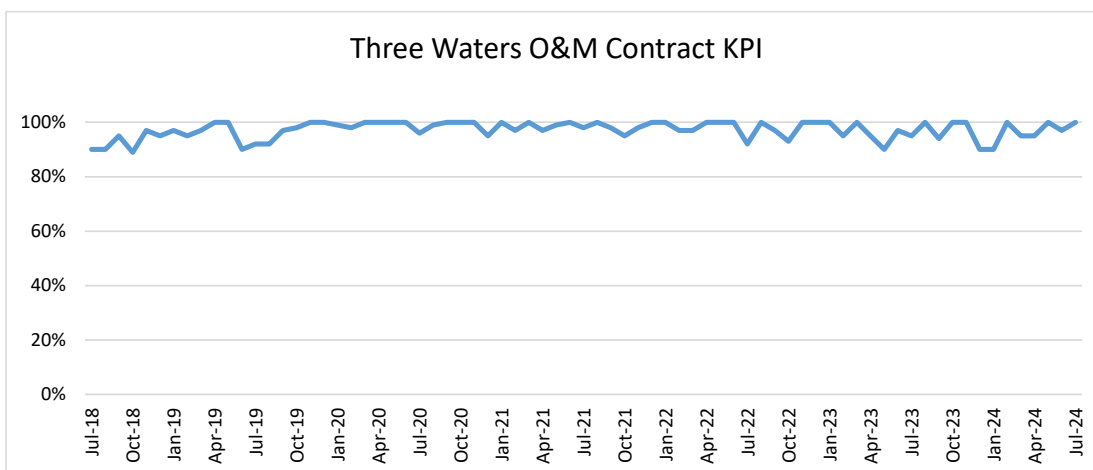
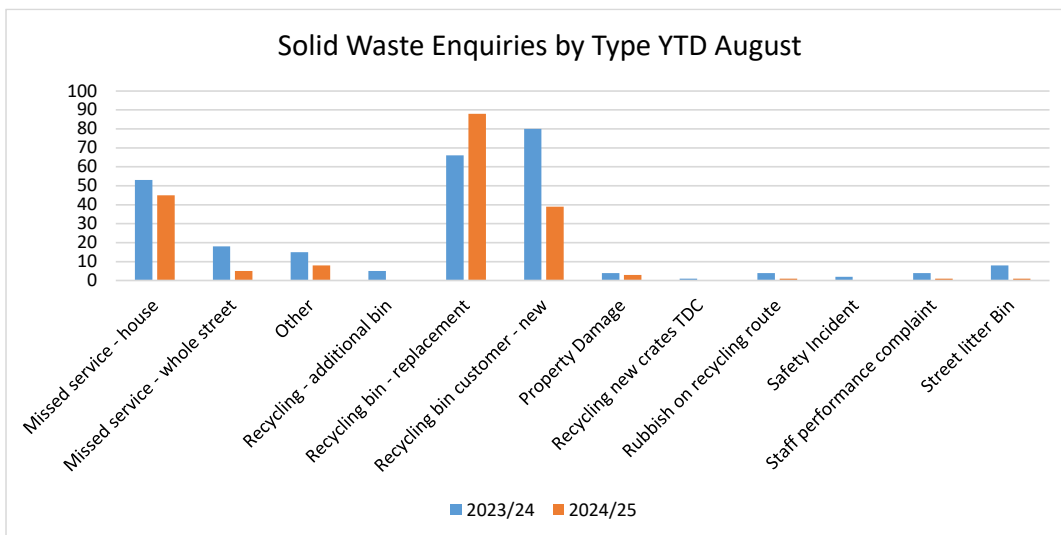
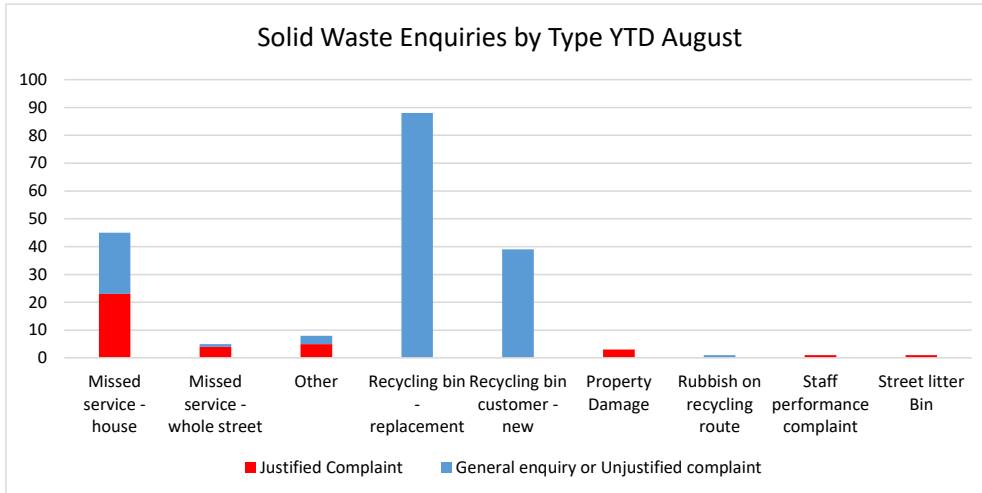
**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



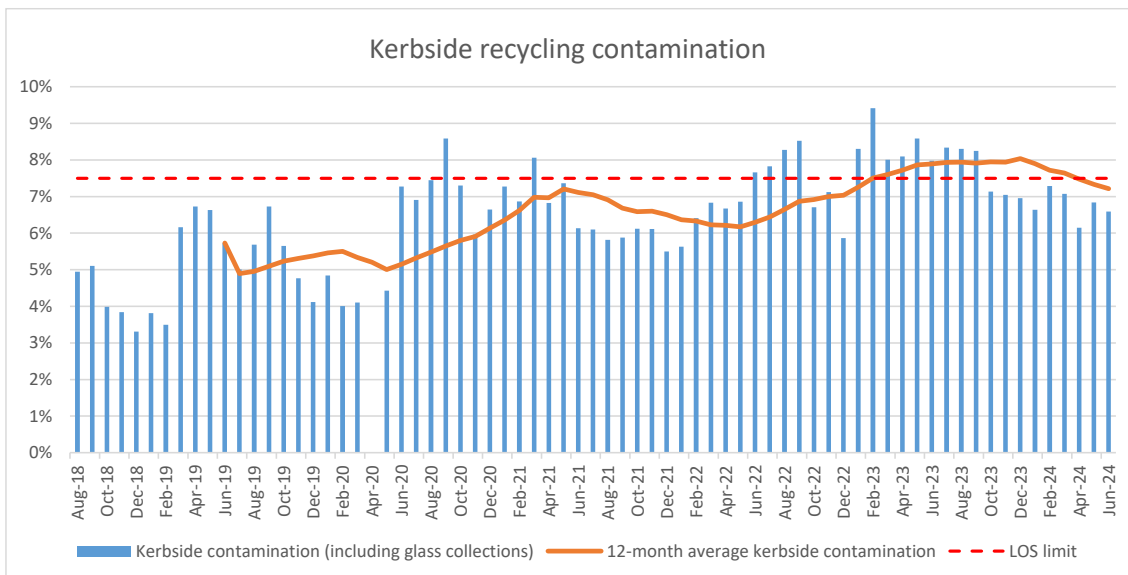
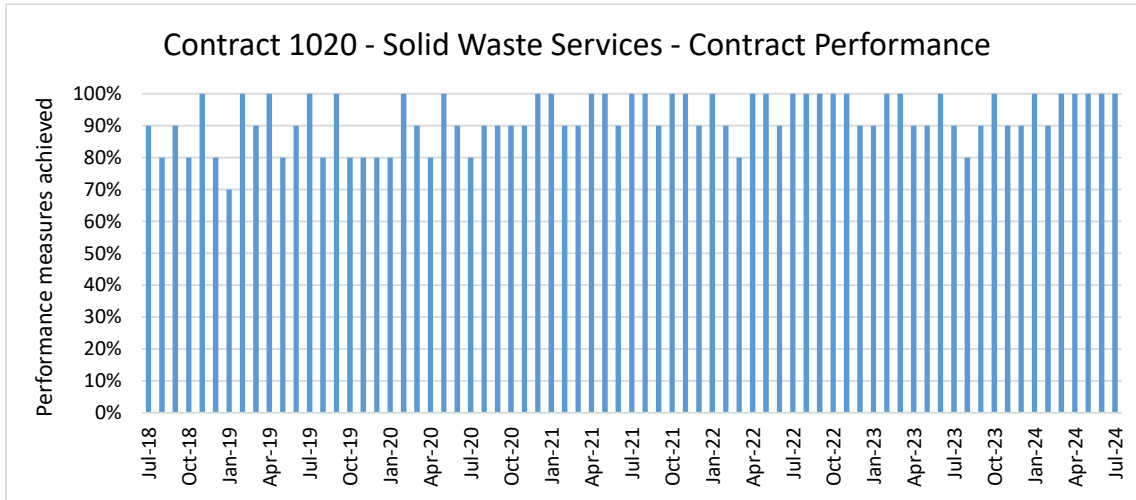
**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



**Water Supply**

**Activity Highlights:**

- Martin Farm Road water breaks (Clause 4.4).
- Pressure surge vessel maintenance (Clause 4.5).
- Leak detection in Brightwater and Wakefield (Clause 4.6).

**Compliance:**

4.2 Dichloroacetic Acid detected in the Dovedale supply at a concentration above the Maximum Acceptable Value (MAV). This chemical is a by-product of chlorine disinfection and can be created, along with a range of other chemicals, when chlorine reacts with organic matter in water. The Dovedale supply contains relatively high levels of organic matter and dichloroacetic acid is found from time to time at levels slightly above the MAV in samples taken from reticulation points. This, along with the need to reduce the microbiological risk, is

---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

another reason to continue to explore options to improve source water quality and treatment on the Dovedale supply. The water regulator – Taumata Arowai – was notified of the MAV exceedance, as required.

**Enforcement:**

4.3 Since the previous Activity Report, the following events have been recorded:

- No new accidental damage events.
- No new confirmed incidents of illegal hydrant use. A discrepancy was found when reviewing a permitted hydrant upstand user's self-supplied meter reading. Further investigation is underway relating to this event.
- No new water meter or restrictor tampering events.

**Operations Update:**

- 4.4 Kaiteriteri, specifically Martin Farm Road, has experienced three leaks on the watermain which have resulted in isolating the watermain to undertake repairs. The first leak, near number 47, was a broken fitting at the ferrule, which was repaired on Tuesday 6 August. The second being a leak near number 67, which was repaired on Wednesday 21 August, was from the flanges between the valve and PVC pipe. The most recent leak was similar, with a leak from the flanges between the valve and PVC pipe, which was repaired on Saturday 31 August. The cause of the two most recent leaks appear to be the bolts which have corroded to the point of failure. The most recent repair was a notifiable event to Taumata Arowai due to the repair duration going over eight hours, 10 hours in total. An alternate water supply was provided via a hydrant upstand. A contributing factor to the extended repair time is the existing setup of the reticulation. Investigation is underway to determine appropriate locations for valve and hydrant installations to allow for an improved isolation and flushing process, which will ensure a quicker turnaround time on repairs.
- 4.5 Contractors started maintenance of the pressure surge vessels at Richmond Water Treatment Plant on Wednesday 28 August. Initially the vessel for the Queen Street pressure zone was isolated from the network, the pressure relief valve was removed for calibration and plumbing added for pressure monitoring. The air bladder pre-charge check (re-inflation to 480 kPa) was completed and showed there was no major defect in the bladder material. The vessel was then returned to service, however, there was some evidence of surface corrosion underneath the painted internal surface of the vessel exposed to water. The four vessels at the site have not been inspected since installation in 2015 and are overdue for some checks.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT



*Figure 1: Richmond Water Treatment Plant surge vessel during maintenance*

- 4.6 A specialist leak detection contractor has been engaged to undertake leak detection in the Wakefield and Brightwater water supply schemes. Recently water usage in these schemes has increased, which is attributed to undetected leaks. Several medium size leaks have already been detected. The contractor will produce a report on their leak findings, which the Council's maintenance contractor will attend to in order of priority.
- 4.7 On Thursday, 5 September, the water supply had to be shut off in Whitby Road, Wakefield to repair a break on a 50-year-old, 150mm diameter asbestos cement pipe. Approximately 80 properties were affected. Downer had a hydrant setup on the corner of Whitby Way and Edward Street to supply water, a watercart was provided for the nearby preschool, and they informed all affected businesses. The break was in the berm, in front of 85 Whitby Road near a large tree. The main was surrounded by roots from the tree which slowed down the hydro-vacuuming process. It turned out that a small circular crack on the asbestos pipe was the cause of the leak. It was repaired by replacing a four-metre-long section of the pipe. The water supply was reinstated by 5pm.

## Waste Water

### Activity Highlights:

- Broadsea Avenue, Ruby Bay fibre strike (Clause 4.8)
- Wastewater infrastructure replacements (Clause 4.9 ff)

### Compliance:

- 4.8 A wastewater discharge was reported on Wednesday 14 August in Broadsea Avenue, Ruby Bay. The ground had slumped in the location of a wastewater pipe, the cause was eventually found to be a discharge from a sewer pipe that had been damaged when the fibre optic cable was installed in the area few years ago. It is uncertain how long the overflow had been occurring for.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT



*Figure 2: Fibre Optic Cable (green) strike on sewer pipe in Broadsea Avenue.*

### Operations Update:

- 4.9 On Tuesday, 1 August, a pipe puncture on a private pipeline resulted in a low pressure pumped network being isolated in Berryfields, Richmond. When this network was reconnected to the wastewater system there were multiple instances of the low-pressure pumps not restarting, an issue that happened again after a planned power outage two days later. Investigations are underway to see what can be done to improve pump start up processes.
- 4.10 During August, electrical cabinets have been upgraded/replaced at 45 Trewavas St, Motueka and Waitapu, Tākaka pump stations. The inlet flowmeter at the Tākaka wastewater ponds has been replaced as has the second pump at the main Motueka pump station at Goodman Park Ledger Avenue, Motueka.
- 4.11 Fonterra Tākaka have restarted discharging trade waste into Tākaka wastewater network. This is likely to continue for the next couple for months until it gets dry enough for them to irrigate all their factory effluent.
- 4.12 The heavy band of rainfall, referred to in more detail in the stormwater section below, was mostly handled well by the wastewater networks. Power fluctuations, possibly lightening induced, affected some of the electronics, especially the pump variable speed drives, however, our contractors were able to deal with those faults before they became problems. Motupipi wastewater pump station was the only one that required tankers to cart wastewater to prevent it overflowing.

## Stormwater

### Activity Highlights:



---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

- Our first annual monitoring report for our global stormwater discharge consent was completed in August (Clause 4.13 ff)
- Heavy rainfall crossed the north of the district on Saturday 31 August, with no known flooding issues (Clause 4.18)

**Compliance:**

4.13 In August, we prepared our first annual monitoring report for our global stormwater discharge consent, summarising key achievements and results of our first rounds of discharge monitoring. This report will shortly be made available to our iwi partners and the public.

**4.14 Key achievements:**

- 4.14.1 The first Stormwater Monitoring Plan was developed and approved in 2023 for the Richmond UDA and monitoring commenced in April 2023.
- 4.14.2 The Motueka Stormwater Monitoring Plan was authorised by the Council's Monitoring and Enforcement Team Leader in May 2024. Monitoring had already commenced in this area in November 2023.
- 4.14.3 Half-yearly receiving environment monitoring has commenced at four sites in Richmond, at one site in Motueka and at one site in Mapua. This monitoring includes sediment and water quality analysis, macro invertebrate sampling (MCI) and environmental DNA (E-DNA) sampling. We also conducted rapid habitat assessments (RHA) for these sites.
- 4.14.4 Two continuous monitoring sites have been operational in Jimmy Lee Creek in Richmond since September 2023. They record temperature, flow, as well as conductivity. This helps identify a range of discharge incidents that potentially contain contaminants.
- 4.14.5 A temperature logger has been installed in the upper catchment of Jimmy Lee Creek in Richmond in September 2023 and in Woodland Creek in Motueka in May 2024. These loggers record continuous water temperature to help establish trends and range over time.
- 4.14.6 A baseline study has been conducted on the impacts of stormwater from Motueka on the enclosed part of the Moutere Estuary as well as at three stormwater outlets into the estuarine environment in Mapua. The final report was received in May 2024.
- 4.14.7 Seven rounds of water quality monitoring during rain events have been carried out at a range of sites in Richmond and Motueka.
- 4.14.8 Field measurements and observations are collected by our stormwater maintenance crew at 32 freshwater sites that are impacted by stormwater throughout the district's urban drainage areas at least four times a year.
- 4.14.9 We are developing a database to track stormwater improvement projects and actions, incorporating a scoring system measuring how these improvement projects contribute to the Catchment Management Plan aspirations.



## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

- 4.14.10 Fish barriers along the whole length of Reservoir Creek have been mitigated.
- 4.14.11 Investigative monitoring has led to the detection of illegal discharges and the source of pollution. Follow up actions ensure that these discharges will cease, and the cases help raise public about the implications of stormwater pollution.
- 4.15 In early August, we caused a discharge of sediment to the open watercourse adjacent to Cupola Crescent, Richmond, while moving rock and preparing for planting. We are working with compliance staff to improve our sediment control and to work within our appropriate resource consent conditions.
- 4.16 Also in early August Council was informed after-hours of two discharges of paint to the Richmond stormwater network. Unfortunately, we were unable to locate the source of the discharges.
- 4.17 We have recently purchased a sample set of blue fish markers for installation on sumps around the district. These blue markers are to improve engagement and will highlight that discharges to the stormwater network result in discharges to our streams, rivers and coastal environment.



*Figure 3: Illustration of fish marker for stormwater infrastructure*

### Operations Update:

- 4.18 In late August we received reports of surface water in Beach Road, Collingwood, and cleared two stormwater outlets.



## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

*Figure 4 (L): Ponding at Beach Road, Collingwood. Figure 5 (R): Clearing stormwater outlet at Beach Road.*

- 4.19 We received a report of a blocked stormwater pipe at Paton Road on 28 August. Inspection revealed root intrusion which was cleared shortly afterwards.
- 4.20 A heavy band of rainfall crossed the district on Saturday 31 August with heavy rainfall in some of our urban stormwater catchments, with rainfall peaking at 10mm in 15 minutes. The heaviest rainfall was in Collingwood, where 76mm fell over 24 hours, with 53 to 70mm falling in the Motupipi - Tākaka area. Heavy rain also fell in the Pōhara area, and while we do not have a rain gauge in this catchment, we suspect it received similar rainfall as Collingwood. There were no reports of flooding, and we were pleased to see that our new stormwater soakage and outfall at Selwyn Street, Pōhara, worked well, with excess flows discharging onto the beach.



**Figure 6 (L):** Pōhara Stormwater Outfall. The foredune area has been planted. Beach access formalized with a sand ladder.

**Figure 7 (R):** Selwyn Street stormwater outfall shortly after rainfall on 31 August.

- 4.21 In recent months we have experienced problems with moving the Wharf Road stormwater gates in Motueka into “storm mode”. This has largely been due to measured water levels fluctuating and has required manual override by our contractor to ensure the gates open and close at the time that water levels equalise. We will be investigating improvements to the control system to avoid the need for manual intervention.

## Waste Management and Minimisation

### Activity Highlights:

- The floor of the waste pit at Richmond has deteriorated and will be replaced in October, prior to the peak season. (Clause 4.29)
- Heavy maintenance is required on the Māiri waste compactor, this is scheduled for October or November, following work at Richmond. (Clause 4.30)
- Recycling contamination at our Materials Recovery Facility (MRF) has decreased 0.6% from 12.2% in June to 11.6% in July.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

- We have been requested by Kaiteriteri Recreation Board to remove our public place recycling bin.

### Compliance:

4.22 There were no known non-compliance incidents in this period.

### Operations Update:

- 4.23 A total of 410 kerbside recycling audits were undertaken during August, 91% passing and 9% failing due to contamination – this is an improvement from July. The large majority of failed audits are due to non-recyclable materials being placed in recycling bins.
- 4.24 The second weighbridge at Richmond is now operational and is working well. We are rolling out an electronic tag system for commercial customers, to reduce errors and unauthorised charging to commercial customers.
- 4.25 We are assessing a new location for the scrap metal and hardfill at Richmond. It is likely that we will require a concrete pad and possibly a bunker to stop contamination of the material.
- 4.26 The construction drawings for the new access road at Māiri RRC have been received. The drawings and schedule were sent to three contractors for pricing and a contractor has been selected.
- 4.27 We have undertaken joint condition assessment inspections of the pavements at Tākaka, Mariri and Richmond RRC with our maintenance contractor. The areas below are highlighted in orange for asphalt and green for chip seal. We will be staggering the maintenance to avoid having to undertake major works in one financial year.



**Figure 8:** Tākaka RRC pavement improvements **Figure 9:** Mariri RRC pavement improvements



## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT



*Figure 10: Richmond RRC pavement improvements*

- 4.28 The cap at the Collingwood closed landfill has settled, causing some ponding on the surface. The topsoil will be removed to stockpile and then clay will be laid to reshape the surface to ensure that water does not pond, and the topsoil will be re-laid, and grass seeded. This work is programmed before Christmas.
- 4.29 The pit floor at the Richmond RRC will be replaced in the next few weeks, prior to the summer. Extra railway irons will be installed to protect the concrete across the full width of the pit floor. During a three-week period, refuse will be transported to York Valley in open top bins, giving time for the concrete to cure. Commercial customers will be requested to take their waste directly to York Valley landfill while the pit floor being repaired.
- 4.30 The compactor at Māiri RRC needs heavy maintenance, which will take approximately one week. This work will be timed to start once the pit at Richmond is operational so that we have enough open top bins to take refuse to York Valley landfill. Commercial customers will be requested to take waste directly to York Valley Landfill.
- 4.31 From mid-September we have been receiving clean automotive tyres free-of-charge, as part of the Tyrewise product stewardship scheme. The schedule of fees and charges is being updated, under the delegated authority of the CEO, to reflect this change.

### **Waste Minimisation (funded by the Waste Minimisation Fund)**

- 4.32 Key focus areas since the last report have been
- Managing the second phase of the Construction and Demolition (C&D) waste diversion trial.
  - Supporting procurement of Headingly Lane building disposal services.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

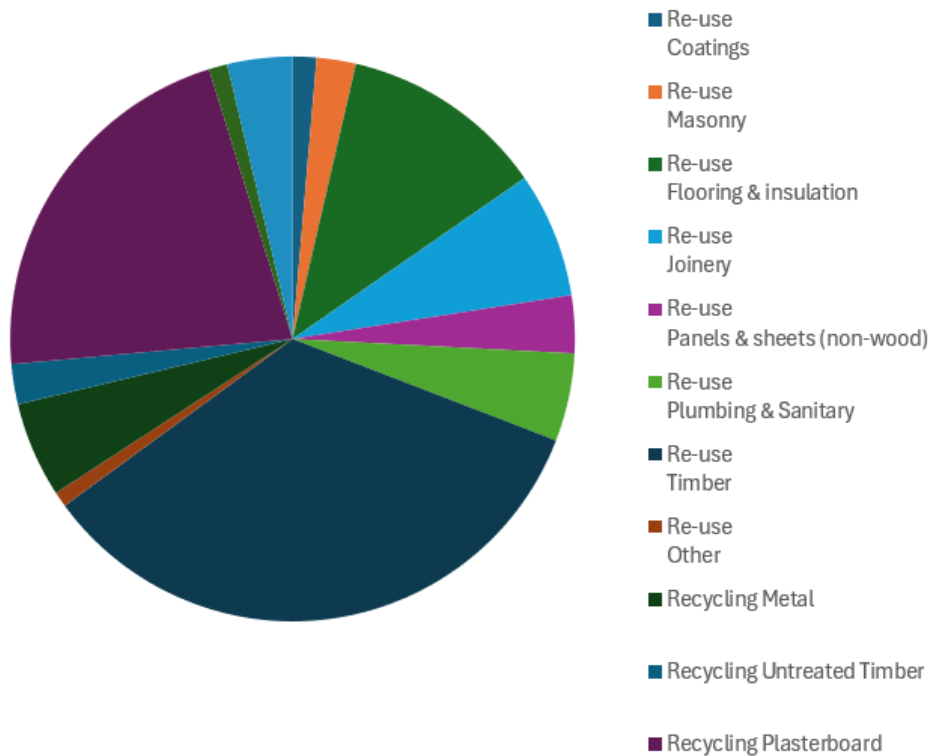
- Addressing new Ministry for the Environment (MfE) data reporting requirements.

4.33 The group has launched a trial of on-site waste sorting at a franchise building company site, in partnership with Milestone Homes and WMNZ (formerly Waste Management New Zealand). This trial will run for the duration of a residential home build and produce data on waste production and diversion. This is an important project as it demonstrates material sorting at a residential house on a smaller site; there is a perception in the industry that waste minimisation is especially difficult on these sites.

4.34 The group is also preparing to launch a waste management performance recognition scheme, in which companies commit, in writing to the group, to a waste diversion target and to recordkeeping that can verify this. In return, the company will be provided signage which recognises this commitment. The signage will be branded by the Nelson Construction and Environment Alliance, with Nelson and Tasman Council branding as project supporters.

4.35 Council support for an expanded polystyrene compacting service is being explored.

4.36 The second three-month phase of our C&D diversion trial at the Richmond RRC has now been running for eight weeks. Use of this diversion facility has been trending higher. A total of 129 loads have been received during the 43 days of operation, yielding a material diversion of 13.6 tonnes. Of this, 9.8 tonnes has left the site for reuse or recycling and the remainder is stockpiled on site pending collection. We are planning to extend the trial beyond the planned three-month completion date, Tuesday 8 October 2024, through to Monday 31 March 2025.



**Figure 11:** Composition of the 13.6 tonnes of materials diverted in the first 8 weeks of Phase 2 of the Richmond RRC C&D Diversion Trial.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

- 4.37 The next round of the Waste Minimisation Projects Grant applications has been announced and will close on Wednesday 2 October 2024.
- 4.38 The tender for deconstruction of two council-owned houses on Headingly Lane has been awarded and we are liaising with the contractor to monitor waste diversion and data quality.
- 4.39 The Sustainable Living Centre in Tākaka has now provided confirmation of support from their food waste drop-off project partners. We expect to have an agreement for service in place before the end of September.
- 4.40 We have launched a project to support cafes that encourage customers to provide their own reusable cup. The 'Bring It' campaign will recruit cafes that offer a discount of at least 30c to these customers and support them with publicity via the Council website, printed and social media.
- 4.41 From Tuesday, 1 July this year we are required to report a wider range of waste data to the MfE. We are working on adapting our waste reporting and levy spend reporting to meet these new requirements.

COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

Programme Delivery



# Major Programmes and Project Report

Presented by the Programme Delivery Office

## Report for September 2024

**Time (Deviation from Baseline)**

Green	<30 days delay
Amber	31-60 days delay
Red	>61 days delay

**Budget (Deviation from Baseline)**

Green	On track
Amber	Forecast Overspend <5%
Red	Forecast Overspend >5%

**Note 1:** The Life of Project Budget is made up of the total amount spent in previous financial years plus the total budget approved this financial year and the total amount budgeted in all future years of the current Long Term Plan 2024-2034.

**Note 2:** Project updates as of August based on June 2024 Financials results.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

**This report encompasses projects and programmes delivered across the Council.**

### **What is a Programme?**

A programme is defined as a temporary, flexible organisation created to coordinate, direct and oversee the implementation of a set of related projects and activities in order to deliver outcomes and benefits related to the organisation's strategic objectives. A programme is likely to have a life that spans several years.

### **What is a Project?**

A project is also a temporary organisation, usually existing for a much shorter duration, which will deliver one or more outputs in accordance with an agreed business case. A particular project may or may not be part of a programme.

*Reference: Office of Government Commerce. (2011). Managing Successful Programmes (4th ed.). The Stationery Office.*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**Summary**

<b>Current Live Projects</b>	
<b>Stage</b>	<b>Total</b>
Initiation	8
Planning	37
Procurement	5
Delivery	45
Review	3
<b>TOTAL</b>	<b>98</b>

<b>Programmes</b>
Government Stimulus Funding Programme
Better Off Funding Programme
Tasman Transport Choices Programme
Digital Innovation Programme
Port Taroakohe Government Funded Programme
FDS Implementation Programme
Tasman Environment Plan

**Tenders Awarded since last report**

<b>Contract No.</b>	<b>Name</b>	<b>Delivery Model</b>	<b>Award Date</b>	<b>Contract Value at Award</b>	<b>Contractor</b>
C1499	Demolition /salvage properties 61 and 81 Headingly Lane (for Project 1269)	Price Quality Method	26/08/2024	\$159,040	Arc Asbestos Removal and Demolition
C1559	Local Water Done Well – Expert Services	Brooks Law	4/09/2024	Approved fee spend	Beca, Mafic and Martin Jenkins

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Projects Completed since last report							
Notes	Project	Contractor	Construction Start Date	Finish Date	Delivery	Total Budget	Total Cost
	1390 - Earthquake Strengthening Zone 3	Scotts Construction	1/01/2024	13/08/2024	On Time	\$795,000	\$765,000 (as at 30 August)
	1442 - Residential Greenways 2023-24	Asphalt and Construction	8/04/2024	31/07/2024	On Time	\$404,147	\$379,470

**Note for August 2024 Report:** Project 1249 – Motueka Stormwater Discharge System project is practically complete as per August 2024 Ops Report and is now in the review phase of the project lifecycle, note that there is a final element (swale) to be added in once a pending easement is confirmed.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**
**1. Programmes**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1222	Government Stimulus Funding Programme	Delivery	Green	31/07/2026	31/07/2026	Green	37.39M	37.39M	36,658,490	84	AUGUST Update: The Jobs for Nature projects are on track as planned. We recently signed a variation to the funding agreement with MPI for the Pigeon Valley Project to extend the approved delivery date. Additionally, the Black Valley Wetland Restoration Project recently won the SuperSteward award at this year's LGNZ SuperLocal Awards. More details on individual projects can be found in the J4N section of the project report below.
1340	Motueka West Phase 1 Programme	Delivery	Green	31/05/2025	31/05/2025	Green	9.91M	9.91M	8,028,448	70	August Update: The programme is progressing as planned. Out of three projects in the programme, Motueka West Discharge System Project has now been completed. The delays in acquiring land from the developer, Wakatu, is still a risk to the programme affecting the overall delivery timeline. Also, the resource consent for the development is yet to be issued. Detailed information on each project within the programme can be found in the project section of the report.
1407	Digital Innovation Programme	Delivery	Green	30/06/2028	30/06/2028	Green	20.2M	20.2M	8,078,718	33	August Update: all projects progressing to current approved plans. CRM and Data and Insights Discovery phases are coming to an end, with

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
			Green			Green					strong engagement from business teams. Key current risk remains the organisation capacity to maintain engagement with DIP.
1341	Better off Funding Programme	Delivery	Green	30/06/2027	30/06/2027	Green	5.64M	5.64M	3,613,896	67	August Update: The programme is on track. Out of 28 projects, 10 have been officially completed with the funder. One additional project has been completed and awaiting the funder's final review. Detailed information on each active project can be found in the project report below.
1386	Tasman Transport Choices Programme	Delivery	Green	31/12/2024	31/12/2024	Green	8.12M	8.12M	7,677,412	97	AUGUST UPDATE: This program is funded by both BoF and Waka Kotahi. The Richmond Transport Choices project is completed, while the Motueka project is closer to completion. More details can be found in the project section of this report.
1422	Port Tarohe Programme	Delivery	Green	30/04/2025	30/04/2025	Green	13.55M	13.55M	9,892,548	75	August Update: The program is on track. The Council-funded extension of the Breakwater arms is completed, while the MBIE-funded projects — including the new sheet-piled wharf with a ramp and the office/ablution block — are well underway. The second funding drawdown is scheduled for September. Detailed information on each project can be found in the project section below.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1544	FDS Implementation Programme	Initiation	Green	30/06/2034	30/06/2034	TBC	TBC	TBC	0	2	August Update - A Board has been established to provide governance oversight for the implementation of the Future Development Strategy in the Tasman Region.
SP8	Tasman Environment Plan Project	Delivery	Green	31/12/2027	31/12/2027	Green	.39M	.3M	11,598	40	August Update - Three projects under this programme are accounted for separately (Urban, Freshwater, EPlan) - this report covers the Natural Hazards PC, Iwi working group, and Coastal technical workstream. Formal budget differs from internal budget. Significant resourcing issues with internal suppliers have caused slippage of interim and final milestones for the Natural Hazards PC. The Coastal workstream has no consultancy budget as we expect this to be paid for from the Coastal Science budget and internal staff time.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**1. Projects - Community Infrastructure**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1141	Richmond South Low Level Reservoir	Planning	Green	30/06/2027	30/06/2027	Green	6.85M	6.85M	602,900	21	August Update: Publicly notified consent is now out to the public. This closes mid-September. Project is due to commence February 2025 with significant earthworks to start with.
1144	Motueka Recreation Centre Water Facility upgrade	Planning	Green	30/06/2025	30/06/2025	Green	1.08M	1.05M	90,729	8	Aug '24 Update: Project still on hold, doing a review of the design requirements.
1168	Stormwater Land Purchase Programme	Planning	Green	30/06/2032	30/06/2032	Green	28.79M	25.09M	15,657,114	56	August update: Negotiations are underway for several property purchases in Richmond south. Part purchase of 185 Ranzau Road was completed in August. The programme involves purchase of many properties which will extend through to 2032. Timeframes and costs may vary depending on the success of negotiations. We are close to concluding the purchase of three more parcels of land at present.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1182	New rising main Motueka West to wastewater treatment plant	Delivery	Red	28/06/2024	30/04/2025	Green	5.66M	5.51M	3,610,552	80	Aug Update: Stage 1 Complete. Stage 2 is complete. Stage 3 (Pumpstation) in preliminary design stage. Waiting on Wakatu for position and flows. New Long Term Plan budget shows \$1.8M for final stage 3.
1188	Redwood Valley Water Supply Upgrade to meet the NZ Drinking Water Standards	Planning	Green	30/06/2027	30/06/2027	Green	9.3M	8.73M	123,210	5	Aug '24 Update: Design has commenced, reviewing need for easements, looking at options for the location of the new Water Treatment Plant. Two new bores are being commissioned.
1242	Best Island Land Acquisition and Accessway	Delivery	Green	20/12/2024	20/12/2024	Green	.37M	.37M	323,861	61	August Update: Survey plans approved by LINZ and currently working through the legalisation process.
1251	Borck Creek SH60 Bridge Capacity upgrade	Planning	Green	30/06/2029	30/12/2028	Green	8.38M	8.38M	645,851	12	Aug Update: Project on hold and delayed until Lower Queen Street completed.
1252	Borck Creek Widening SH60 to Reed Andrews	Planning	Green	30/06/2032	30/06/2032	Green	6.09M	6.09M	59,233	5	August Update: In design phase, working through technical design options and potential rescope of the project. Looking at opportunities to bring project forward now

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
											that Council owns the majority of the land for section C of Borck Creek.
1256	Eighty-eight Valley Reticulation Upgrades	Procurement	Green	30/06/2026	30/06/2026	Green	2.15M	2.15M	111,393	45	Aug 24 Update: Off site prefabrication of the Pump Station is underway. Underground pipes have been ordered. Finalising design and consent for construction start early 25.
1267	Waimea Plains Water Plan	Delivery	Green	31/12/2035	31/12/2035	Green	33.66M	33.66M	1,806,582	N/A	Aug Update: The plan is being worked on and individual projects to be identified.
1268	Lower Queen Street Bridge Capacity Upgrade	Planning	Green	30/06/2026	30/06/2026	Green	8.39M	8.05M	563,129	20	Aug Update: Detailed bridge and temporary bypass underway. Communications and engagement with key stakeholders ongoing. Advice sought on mitigations for protected tree removal on Lower Queen Street. Consent application has been lodged
1269	Borck Creek Widening Headingly Lane to Estuary	Planning	Green	30/06/2027	30/06/2027	Green	5.72M	5.6M	62,012	5	Aug Update: Detailed design underway for channel widening and interface with salt marsh. Demolition/salvage two properties on Headingly Lane starting early Sept 24. Channel widening to commence spring 2025



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1272	Brightwater Reticulation SH6 Main Renewal	Planning	Green	30/06/2026	30/06/2025	Green	4.08M	4.M	7,324	28	August Update: Design consultants have been engaged and design is underway. Contractor Tender expected late 2024.
1273	Reed Andrews Drain SH6 Culvert and Network Tasman drain upgrade	Planning	Green	1/01/2033	31/10/2031	Green	20.03M	20.03M	584,672	20	August Update: Long Term Plan indicating next year for significant expenditure is 2029. We have \$500,000 budget allowed in 2024/25 for design, however this project is likely to go on hold from early September due to uncertainty around upstream land packages. Until such time as these are determined, the project cannot commence detailed design.
1277	Kaiteriteri Reticulation Reservoir Improvements	Planning	Green	29/08/2025	29/08/2025	Green	.68M	.68M	1,737	29	August Update: Working with iwi partners to establish a lease/ concession before we rebuild the tanks.
1317	Richmond South Section H - W, WW, SW	Planning	Green	30/06/2026	30/06/2026	Amber	8.48M	8.6M	106,049	29	August Update: Design phases are progressing along with more detailed land investigations following initial concept design. Tendering phase one is expected mid November.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1327	Tanker Filling Stations - Richmond, Motueka and Wakefield	Delivery	Red	30/06/2023	30/06/2025	Red	.61M	.8M	500,868	75	<p>Aug Update: Motueka Complete            Richmond Complete            Wakefield on hold due to funding. Need another \$200k for mains extension in Wakefield.            Looking for alternative site, possibly Brightwater.</p>
1342	Whakarewa St Manoy St Roundabout	Planning	Red	30/06/2024	30/12/2024	Red	.63M	1.08M	77,681	39	<p>August Update: Detailed design is complete, and the engineer's estimate indicates that the cost will be approximately \$450K more than the available budget. It is proposed to transfer surplus budget from the funding that the Infrastructure Acceleration Fund allocated to the stormwater scope for the Motueka West Development to fund the roundabout. This has been discussed with our funder and we will submit a formal variation application once there is more certainty about the amount of surplus that we will have. While this is processed, the project is currently on hold.</p>
1400	Dovedale Infiltration Gallery	Delivery	Green	30/06/2025	30/06/2025	Green	.18M	.18M	6,143	95	<p>August Update: Further investigation required.</p>

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1404	Richmond South SW Pukerua Subdivision	Delivery	Green	30/06/2025	30/06/2025	Green	1.38M	1.35M	253,757	85	Aug 24 Update: Bridge construction is underway.
1423	Port Tarakohe Wharf Replacement	Delivery	Green	12/12/2024	12/12/2024	Green	4.2M	4.2M	1,979,196	80	August Update: Sheet piling is 100% complete with no issues with ground conditions. Back filling behind the new piles.
1424	Port Tarakohe Ablution block	Delivery	Green	30/04/2025	30/04/2025	Green	1.8M	1.8M	175,619	25	Aug Update: Currently completing detailed design which is about 90% complete, as well as finalising costs.
1437	Port Tarakohe Relocatable Toilet block	Planning	Red	20/12/2024	30/06/2025	Green	.22M	.21M	8,821	7	Aug Update: Planning for the waste storage tank system and recreational toilet on the western arm. Storage design started
1440	Waste management services 2025 - 2035	Procurement	Red	24/07/2024	30/09/2024	Green	.34M	.34M	279,068	95	Aug Update: Expected award September 2024.
1441	Brooklyn Stopbank	Planning	Red	30/11/2024	20/09/2026	Green	.52M	.52M	140,722	15	August update: On hold. to reassess the detailed design options.
1444	Gladstone Poutama	Delivery	Green	1/11/2024	1/11/2024	Red	.35M	.37M	93,033	89	August Update: Construction in progress and expect complete by mid September.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
	Stormwater Connection										
1449	Richmond Reticulation Lower Queen Street Trunkman Upgrade	Planning	Green	30/06/2028	30/06/2028	Green	4.9M	4.55M	1,168	5	August update: Preliminary design is underway. Potholing survey will be commencing for the 3km pipeline by the end of September, this potholing exercise will reduce risk for the overall cost of the contract.
1450	Motueka WWTP Pretreatment Improvements	Planning	Green	30/05/2025	30/05/2025	Green	3.8M	3.8M	40,246	5	August Update: Preliminary design is underway. We have visited the site with some experts and looking at gaining some possible solutions.
1451	Takaka WWTP New Disposal System and Treatment Upgrade	Planning	Green	30/06/2025	30/06/2025	Green	2.58M	2.58M	3,465	5	August Update: Preliminary design is underway. We have visited the site with some experts and looking at gaining some possible solutions.
1478	Alexandra Hospital Stormwater Remediation	Planning	Green	30/06/2025	30/06/2025	Red	.15M	.2M	72,998	50	August Update: As at first week of September - this project is now being cancelled due to lack of funding, instead we will be looking at stormwater works at the source, at Easby Park. The resource consent process will continue for Alexandra Hospital. This will be removed as a project in the next report.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1482	Decks Reserve Playground Improvements	Delivery	Green	30/09/2024	30/09/2024	Green	.6M	.6M	29,722	82	August Update: Construction is underway and currently on budget and ahead of programme.
1489	Collingwood WWTP Pretreatment Improvements	Planning	Green	30/06/2025	30/06/2025	Green	.21M	.2M	0	5	August Update: Preliminary design is underway. We have visited the site with some experts and looking at gaining some possible solutions.
1490	Richmond Reticulation Gladstone Rd Upgrade	Planning	Green	25/09/2026	25/09/2026	Green	3.89M	3.89M	0	13	August Update: Consultant is on board and concept design is underway. Expecting tender mid November.
1491	Collingwood WTP Filtration upgrade	Planning	Green	1/06/2026	1/06/2026	Green	.63M	.63M	0	5	August update: In preliminary design stage.
1492	Kaiteriteri WTP Filtration and Contact Tank Upgrades	Planning	Green	1/06/2026	1/06/2026	Green	.92M	.92M	0	24	August Update: Consultant engaged, and design is underway.
1493	Murchison WTP and PS Treatment Renewals	Planning	Green	30/06/2026	30/06/2026	Green	1.98M	1.98M	0	5	August Update: Project has been initiated.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1494	Tapawera WTP and Bore Renewal	Planning	Green	1/07/2026	1/07/2026	Green	2.72M	2.72M	0	6	August Update: We have some water quality assessment underway for the proposed site will be workshopping a concept layout plan in September.
1495	Richmond Wakefield Trunkmain	Planning	Green	30/07/2037	30/07/2037	Green	.62M	.62M	0	5	August Update: In early design phase investigating scope of project.
1497	Pohara WTP Upgrade	Planning	Green	1/07/2025	1/07/2025	Green	.31M	.31M	0	5	August update: In preliminary design stage.
1498	Upper Takaka WTP Upgrade	Planning	Green	1/04/2025	1/04/2025	Green	.1M	.1M	0	5	August update: In preliminary design stage.
1503	Wratt Street Overland Flow Path Improvement	Planning	Green	30/06/2027	28/04/2027	Green	.59M	.59M	179	17	August Update: Potholing and physical investigations booked for early September.
1531	Tapawera Community Hub	Planning	Green	1/07/2027	1/07/2027			2.7M	0	3	August Update: New project has been initiated.
1534	Urban Water Club Reticulation Renewal	Procurement	Green	30/06/2027	30/06/2027	Green	3.M	3.M	0	32	August Update: Concept designs have been completed and year one of the three year programme will be tendered by end of September.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1556	Borck Creek Cycle Trail Bridge	Planning	Green	30/04/2027	30/04/2027	Green	.46M	.46M	0	0	August Update: This is a brand-new project and have set timeline so it will be executed towards the end of the widening of Borck Creek from Lower Queen Street to the estuary, therefore deadline is 2027.
1557	Upper Moutere Shared Pathway	Procurement	Green	30/04/2025	30/04/2025	Red	.25M	.35M	0	41	August Update: Upper Moutere Path has the green light with all properties bought by Council. We will create a 1300m shared path from the Upper Moutere Dairy to the Community Centre. Looking to construct in early 2025, with consultation with locals underway. We have a confirmed budget of over \$200K to work with and waiting for confirmation of the carryover of an additional \$73.9K in September.
1572	Motueka Stopbanks Refurbishment Stage Two	Procurement	Green	31/05/2027	31/05/2027	Green	12.5M	12.5M	0	3	August Update: Out for tender in September.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

## Projects – Stimulus Funding Programme - Jobs for Nature (J4N)

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1223	J4N-Waimea Inlet Billion Trees Project	Delivery	Green	30/06/2025	30/06/2025	Green	1.5M	1.5M	1,418,829	90	August Update: 95% of Winter 2024 planting completed. Rough Island planting still planned for September. Crica 18,000 plants planted around the estuary. Focus will now shift to pest plant control activities.
1224	J4N-Wilding Conifer Control	Delivery	Green	30/06/2025	30/06/2025	Green	4.26M	4.26M	4,062,086	90	August Update:  Indicated \$190,000 of funding for Mt Richmond Wilding Conifer Control for 24-25. No Funding agreement received yet. Budget for 24-25 FY will be updated accordingly.  All 23-24 funding fully utilised.  Planned work for 24-25 mainly focused on areas around Gordons Knob and the Red Hills.
1227	J4N-Freshwater Improvement	Delivery	Green	30/06/2026	30/06/2025	Green	4.36M	4.36M	2,886,817	65	August Update: Following the successful delivery of the constructed and hydrological enhancement sites last quarter the project has shifted into planting mode. This quarter and



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
	Fund - Wetlands										into next will see the delivery of the lions share of the planting with Motueka Delta contributing as much as the rest of the sites combined. Weed control continues apace with control now well established across the rohe with control ongoing. Our partnership with iwi has continued to strengthen and the efforts of Shanell are noteworthy for identifying and enabling opportunities for genuine collaboration.
1228	J4N- Freshwater Improvement Fund - Fish Passage	Delivery	Green	30/06/2026	30/06/2026	Green	2.26M	2.26M	1,685,621	65	August Update: 4,981 assessments completed, and 838 barriers remediated. Work plan for year 4 & 5 accepted. Next area of focus is Murchison privately owned structures with some work being completed in Golden Bay to enable connectivity mapping and inform Community Infrastructure of barriers. This spring a large monitoring effort will occur which will include a structure being remediated at the start of Dominion Stream. Project tracking ahead of schedule. Project values will be updated after the next quarterly report.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1231	J4N-Teapot Valley Restoration	Delivery	Green	1/07/2025	30/06/2025	Green	1.04M	1.04M	914,817	85	August Update: Teapot Valley Restoration J4N Project: Planting completed in August, total of 4,437 plants planted in 2024 season; Direct seeding site preparation is underway with direct seeding due to happen in early September; A contract variation to extend the approved delivery date is awaiting signatures.
1237	J4N-Waimea Inlet Enhancement Project	Delivery	Green	30/06/2025	30/06/2025	Green	1.04M	1.04M	780,722	82	August Update: Into the final year of the Project. Rough Island Embayment – salt marsh monitoring transects installed in July. Pest plant control well underway along the Waimea River.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**
**Projects – Digital Innovation Programme (DIP)**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1372	DIP - Harakeke CRM	Delivery	Green	31/08/2026	31/08/2026	Green	5.59M	5.59M	355,157	12	AUG - To-Be Business workshops for Discovery completed, playback validated on walkthrough. Some To-Be technical decisions to be worked through, before finalising ARB proposal. Date extended by 2 weeks for completion of Discovery to 27 September. Consolidation of Business and Technical. SOW for implementation of Horizon 1 being drafted, in conjunction with deliverables for Discovery.
1410	DIP - IS Operating Model Workstream	Review	Green	27/09/2024	27/09/2024	Green	.77M	.77M	758,243	99	AUG- all planned work completed. Workstream in final review and closure stage. Confirming final workstream costs.
1411	DIP - Cloud Transition Workstream	Delivery	Green	30/06/2026	30/06/2026	Green	2.15M	2.15M	1,577,196	50	AUG - Network hardware selected and detailed design commenced. Operational Technology Paper shared with Group Managers for review. Azure Networking Design progressing. Observability Hilltop dashboard nearing completion.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1412	DIP - Data and Insights Workstream	Planning	Green	30/06/2028	30/06/2028	Green	1.41M	1.41M	104,468	15	AUG: 26 discovery sessions complete across 90 staff. The Data Strategy is in final draft, it will be presented to the Executive Leadership Team for feedback on 3 September before being finalised. A partnership charter has been drafted between HCL, Datacom, CoDigital, and the project teams to ensure all parties work together with shared goals, vision and behaviours. We are close to closing out the discovery and strategy phase of Data and Insights, the next piece of work is in relation to Data Governance and data quality controls. The new statement of work is currently under review.
1413	DIP - Smart Region Workstream	Initiation	Green	30/06/2025	30/06/2025	Green	.M	.M	2,200	5	JUN - ON HOLD. No funding has been allocated in the 24-34 LTP. Activities may be able to progress if funding becomes available from DIP or the wider organisation.
1436	DIP - Harakeke CCA Workstream	Delivery	Green	30/06/2028	30/06/2028	Green	3.49M	3.33M	2,550,720	70	AUG - HRIS performance and aspirations module closes 30 Aug 2024. MagiQ Lease Module upgrade on track, due end Oct 2024. Jotforms

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
											deployed. Scope % excludes CRM and FMIS projects.
1546	DIP- MagiQ Property Lease Module	Initiation	Green	31/10/2024	31/10/2024	Green	.04M	.04M	0	15	Aug - Nearly completed gathering & Documentation of Business Processes. Have also provided updated Test Platform for Property Team to look and play with new module. Gained demo of new module in use at another council (NCC). Have Provided Power BI Training for Property Team and firmed up Project Plan with MagiQ and TDC
1565	DIP - FMIS - Financial Management Information System Upgrade	Initiation	Green	30/06/2028	30/06/2028	Green	2.14M	2.14M	0	0	AUG - Initial meetings held with CFO Finance Team Leads to start pre-project investigations.

**6.**

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**Projects – Digital Business Improvements Programme (DBI)**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1418	DBI - DORIS Project Site Improvement	Delivery	Red	28/06/2024	31/12/2024	TBC	.M	.M	0	25	August Update: The MVP has been completed, and the staff can now view the live project/programme report on DORIS. Data cleanup is currently underway, but the project is on hold until the technical specialist is available. Work will resume in October focusing on updating the remaining register columns, data, and the project site. Plans include developing and implementing functional reporting dashboards in Power BI.
1432	DBI - Water Consent Monitoring Application	Delivery	Green	31/10/2024	31/10/2024	Green	.14M				AUG - Phase 2a deployed on 14/08. Engaged Datacom for Phase III discovery in terms of tasks/requirements and what's remaining for phase 3 - completion delayed, pushing for end date. SoW signed for cease take reading and photo upload (Phase 3a). Duncan Shaw taking over as PM. To be delivered by 1 Nov.
1433	DBI - NTEM IS Improvements	Initiation	Green	20/12/2024	20/12/2024	Green	.03M	.03M	0	15	AUG - laptops deployed. Handheld devices on track. Remaining work is progressing more slowly than planned owing to IS team resource availability.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1458	DBI - Native Habitats Tasman	Delivery	TBC		1/11/2024	Green	.08M				AUG - Project progressing well. Sprint planning completed for up to end of Oct when close to final product is expected. Sprint 5 to commence on 29/08. Front-end application development underway. Show and Tell held with business owner on 22 Aug. Daniel Jackson taking over as PM.
1459	DBI - Elms Street records relocation	Delivery	Green	30/06/2027	30/06/2027	TBC	.M	.M	0	54	AUG - Expecting to vacate Elm St June 2025. 2,160/4,000 boxes sent off site to date.
1460	DBI - Hazards Project	Planning	TBC			Green	.01M				AUG - work progressing; draft open data portal and draft viewer in place. Working out where to store the public facing data - ARB agreed one option on 16/08 but ended up too costly. Exploring alternative option that will require security hardening measures. Project needs to be completed by 1 Oct.
1461	DBI - Digitisation of Historical Records	Review	Green	30/08/2024	30/08/2024	Green	.34M	.34M	340,000	100	AUG - digitisation complete.
1462	DBI - TOTSM v4 Replacement	Planning	TBC			TBC					AUG - No change. Project On Hold as of 15 Apr 2024. Procurement of vendor paused owing to uncertainty about the completeness of solutions offered.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1464	DBI - Tactical Flood Data Solution - Rivers and Rainfall	Delivery	Green	20/09/2024	20/09/2024	TBC					AUG - SoW signed with Datacom. Delivering 3 pieces of work - azure front door, azure function and work on API Manager/Hydrodata pages and ASP.net. Expected finish date is 30 Aug. Testing to follow. Daniel Jackson taking over as PM.
1469	DBI - Port Tarakohe iWeigh System	Initiation	TBC			TBC					Project status needs confirming with client.
1471	DBI - Freshwater Farm Plans	Delivery	TBC			TBC					AUG - work progressing; draft open data portal and draft viewer in place. Working out where to store the public facing data - ARB agreed one option on 16/08 but ended up too costly. Exploring alternative option that will require security hardening measures. Project amber until this is resolved. Project needs to be completed by 1 Oct. Daniel Jackson taking over as PM.
1472	DBI - Digital Business Improvements Programme	Delivery	Green	30/06/2025	30/06/2025	TBC			25,250		AUG - Programme established Feb 2024. Have identified projects and their status. 7 key projects identified for Environmental Information team. Limited resources and funding to progress all project requests. Projects are prioritised and progressing as resourcing available.



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1564	DBI - Environmental Data Management	Delivery	Green	20/12/2024	20/12/2024	Green	.1M				AUG - Programme includes NHT, FWFP, Hazards, Fish Passage and HAIL. NHT, FWFP, Hazards and HAIL (for FWFP) projects progressing. Fish Passage, approved at PRB on 4 Jul. HAIL, understanding requirements to then progress.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

## 7. Projects – Better Off Funding Programme (BoF)

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1348	BoF-Motueka Transport Choices	Delivery	Green	28/06/2025	30/09/2024	Green	5.52M	5.52M	4,362,522	94	August Update: Work is underway on the shared path on Queen Victoria Street which will run past the Te Awhina Marae on to Pah Street. Consultation is underway regarding the location of the bike parking at the Motueka Library. External funding of \$4.337m has been approved by NZTA, who have notified Council that no further money will be released. This means the overall project funding has been reduced by \$3.908M.
1352	BoF-Waimea Community Facility - Rec Centre for Wakefield Brightwater	Delivery	Red	31/12/2024	30/06/2025	Green	.2M	.2M	75,968	35	August Update: The feasibility study is nearing completion, and the community is being engaged regarding changes at the concept design stage. The full project is included in the Long-Term Plan (LTP) and will move to the next stage (Design & Procurement) once this initiation project is finalised.
1353	BoF-Motueka Community Pool Initiation Stage 1	Planning	Green	30/06/2025	15/12/2024	Green	.27M	.23M	31,357	60	August Update: Project has started (will be known as 1530) and we are early concept design stage working with iwi partners and the Motueka Pool Committee to set up for an expression of interest at the end of the year and to tender for a design and build contractor 2025.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1354	BoF-Motueka Library Landscaping Te Noninga Kumu	Delivery	Red	30/06/2024	30/08/2024	Green	.07M	.04M	33,138	100	Project completed 31/8/2024 under the budget. Remaining funds will be reallocated to a water project.
1356	BoF-Moutere Hills Community Centre - Sewer System Upgrade	Delivery	Green	15/12/2024	1/11/2024	Green	.14M	.14M	14,096	30	August Update: Land titles all in place and building consent being submitted. Plan to commence work late September on-site subject to building consent.
1362	BoF-Kingsland Forest Revegetation Project 2022 to 2026	Delivery	Green	31/08/2027	31/08/2027	Green	3.15M	3.1M	1,143,756	40	August Update: Planting completed for the 2024 season - 44,000 native trees planted. Total of 105,000 trees planted so far with 87% of it being native species. Plans underway for 2025 planting which will see a further 33,000 trees planted in areas harvested in 2023. There will also be a fire pond installed as part of the Kingsland Forest Park Development Plan. Toilet to be installed in the next 2 months.
1367	BoF-lwi Capability Building	Delivery	Green	30/06/2027	30/06/2027	Green	.3M	.3M	28,157	10	August Update: Our cadet Kelly Hayes started in March 2024. She is completing internal inductions and training within TDC and getting involved in external projects with the other cadets. The aim is for the cadets to attend more training and development

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
											opportunities and to spend time out with our iwi partners over the next several months.
1371	BoF-Water Services Act Requirements	Delivery	Green	31/12/2024	31/12/2024	Green	1.05M	1.05M	921,578	80	August update: The Dovedale Trial Infiltration Gallery is the only outstanding item on this programme of works. Budget has increased by an additional \$53k through the transfer of unused BoF funds. Progress has not changed since last update i.e., new location has been identified and additional works are underway, such as lwi consultation and a new resource consent. Scope completed (%) includes work related to new location, and not the previous location which failed to produce sufficient yield.
1392	BoF-PRB ePlan TRMP	Delivery	Red	31/10/2024	31/01/2025	Green	.07M	.07M	62,250	65	August Update: Forecasting slippage of the Go Live date due to significant capacity issues with internal suppliers. Bringing in additional capacity to speed up.
1393	BoF-Tasman Climate Action Plan Implementation	Delivery	Green	31/10/2024	31/10/2024	Green	.03M	.03M	0	30	August Update: Contractor in place and data are being gathered. Th consultant is currently analysing the information.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1538	BoF-Motueka Water Supply	Planning	Green	30/06/2025	30/06/2025	Green	.2M	.2M	2,389	10	August Update: Budget has been split 50/50 between the capping of firewells/pipes and increased storage at the Motueka WTP. The TOC received for the increased storage capacity included two options, of which both exceed the budget (\$100k) by approximately 56% and 178% respectively. Option two would be the preferred option. Therefore, awaiting the TOC for the capping of the firewells/pipes to determine the best way forward.
1539	BoF-Collingwood CCTV for Wastewater Treatment Plant	Planning	Green	31/12/2024	31/12/2024	Green	.01M	.01M	0	5	August Update: Pricing from contractor has been obtained, which exceeds the budget by approximately 200%. Options are being considered to determine if a meaningful outcome can be obtained within the current budget.
1540	BoF-Local Water Done Well Implementation	Initiation	Green	30/06/2026	30/06/2026	Green	.51M	.51M	2,000	1	August Update: Expecting the Water Services Preliminary Bill to be enacted end of August. Tendered an offer of expert services to work with our team.
1361	BoF-Rabbit Island Moturoa Management Review Plan		Green	30/06/2024	30/06/2024	Green	.15M	.13M	126,679	100	August Update: All project milestones have now been completed. Final claim still to be completed. Under budget allocation.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**
**9. Projects – Tasman Environment Plan Programme (SP8)**

Project No:	Project Name	Stage	Time Status	Approved Delivery Date	Forecast Project Delivery Date	Budget Status	Approved Budget (\$)	Forecast Project Cost (\$)	Actuals to Date (\$)	Scope Completed (%)	Project Summary
1453	Urban Growth Plan Change	Delivery	Green	30/06/2025	30/06/2025	Red	.34M	.44M	34,035	40	August Update -Note that "approved" and internal budgets differ. ONFL/CE (Outstanding features and Coastal Environment) has slipped by 6 months due having to re-think how consensus input from iwi can be achieved. PC81 (FDS implementation) has slipped 6 months due to delays with internal SME advice. PC79 (deferred zoning) on track to be notified this calendar year, although extra work required to account separately for lack of alignment between staff recommendation and Council guidance.
1456	Land and Freshwater Plan Change	Delivery	Green	28/11/2025	28/11/2025	Green	.64M	.27M	51,325	40	August Update -Note that formal budget differs from internal budget. Project is linked with Te Waikoropupu Water Conservation order, Council resolution to deliver a draft Plan Change before end December 2024. At risk due to very late delivery of science evidence and iwi input. Series of well-received technical workshops in progress. Expected to be notified late in calendar year 2025.

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**Local Water Done Well**

1542	Local Water Done Well	Initiation	Green	2/09/2025	2/09/2025	Green	.14M	.14M	12,000	2	August Update - the Water Services Preliminary Arrangements Bill has been enacted. We have awarded contract for expert services to assist us in complying with the legislations.
------	-----------------------	------------	-------	-----------	-----------	-------	------	------	--------	---	--

**(Note:** There's another LWDW Implementation project managed under the BoF Programme. Refer to Project 1540)



REPORT HIGHLIGHTS | SEPTEMBER 2024

# Transport Projects



## Upper Moutere Shared Pathway

We are building a new shared pathway between the Upper Moutere shops and Community Hall alongside the Moutere Highway. This project has been on hold and we are now ready to restart the works to develop a new travel choice for the community. This has been a project brought about from workshops and discussions from the Moutere Hills Residents Association Incorporated as well as support from other local groups.

The path will be a 1300-metre long gravel/concrete shared pathway for pedestrians and cyclists on the western side of the Moutere Highway between the Upper Moutere Dairy and the Community Hall. This will provide safe passage for school children as well as a great way for visitors looking to explore the Upper Moutere area on bike, mobility devices or foot.

Below is a quick insight into the benefits of shared paths as with every new build, they continue to connect communities in Tasman and beyond.



Upper Moutere shops where the path will start



Route map of where the shared pathway will go from the Upper Moutere shops to the Moutere Hills Community Centre

### What are some of the benefits of a shared pathway?



**Healthy Lifestyles** by encouraging walking, jogging, and cycling providing a safe space to enjoy leisure time.



**Equity and Accessibility** as pathway designs can accommodate people of all ages and abilities, including those with mobility challenges. They also work as a more cost-effective transport option.



**Enhance Connectivity** through improved access to key facilities and social interaction for community members.



**Community Identity** as paths can encourage visitors to explore local sites and culture in a new way by linking to other similar projects in the district, Tasman is rapidly becoming a pathway network for bikers and walkers to discover hidden gems on their visits!



**Environmental Benefits** through emission reduction and embracing local biodiversity by contributing to urban greening.



**Economic Benefits** as their proximity can add to property value through attractiveness as well as encouraging foot traffic into local businesses.



**Safety Improvements** by providing safe travel options for anyone who wishes to explore or commute while safely away from road traffic.

#### Some of our other new shared pathways projects:



Motupipi Pathway  
Golden Bay (Complete)



Pah St and Queen Victoria St  
Motueka (Underway)



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

REPORT HIGHLIGHTS | SEPTEMBER 2024

# Borck Creek Projects



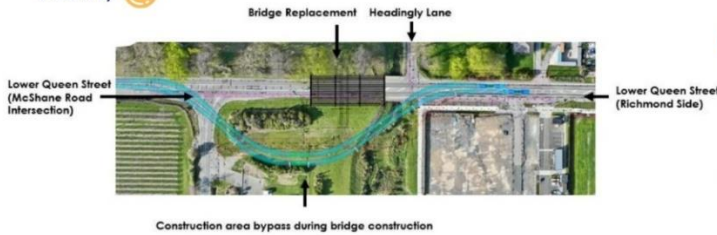
Borck Creek has a variety of projects along its winding path as a greenway corridor development initiative for Richmond West. It includes environmental restoration of a stream channel, flood protection, native plantings, shared paths and development of greenspaces for the community. Further into the hills, are projects aimed at providing services for future development. Here is just a small selection of the different types of projects that follow this water way across Richmond.

## Lower Queen Street Bridge Capacity Upgrade

This project aims to widen and deepen channels and upgrade the Lower Queen Street crossing to boost hydraulic capacity. This will improve the network's service in Richmond West, aligning with the Council's Urban Stormwater Strategy and Richmond Catchment Management Plan.

A bypass is set to be put in place end of this year to reduce impact on travellers and bridge works are set to begin early 2025.

Underway 



## Borck Creek Widening Poutama to SH60

To enhance Borck Creek floodways, a low-flow channel with woody debris and deep pools below the summer water table serves as a fish refuge (right). Native plantings along the channel further enrich the greenway (left).

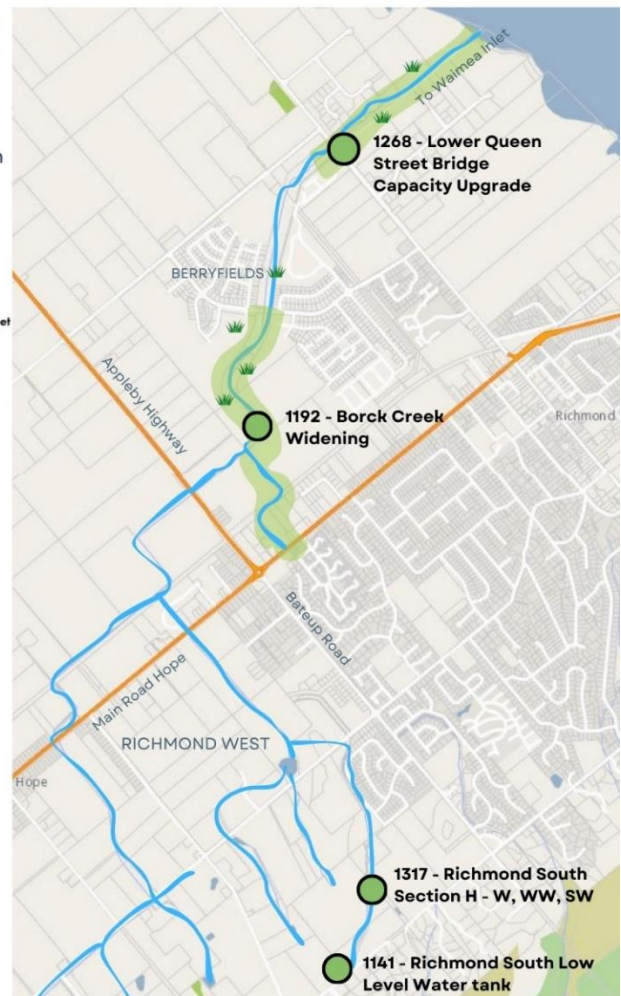
Completed 



## Richmond South Low Level Reservoir Water Tank

Low level reservoir water tank to give extra capacity to upcoming development in Richmond West. This is currently in design phase and constructing in February 2025. This project is a publicly notified project under the resource consent.

Underway 



## Richmond South Section H - W, WW, SW

This project is the widening of the upper Bateup drain, including water and wastewater services for the area.

Underway 



COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

REPORT HIGHLIGHTS | SEPTEMBER 2024

# Rivers Projects



## Motueka Stopbanks Phase Two

We recently completed the phase one of refurbishment of the Motueka stopbanks as part of a project 2020–2024 and we are pleased to have confirmed funding for a second phase of work. While we kick off this exciting new project, this is an opportunity to explain the importance of this work and why the \$7.5M grant from Government will be vital to the Motueka community and its future as part of strengthening our climate resilience in Tasman.



### Why are stopbanks so important for our future in climate resilience?



**Flood Protection:** Stopbanks are designed to contain rivers, lakes, or coastal waters, preventing us from overflow into surrounding areas. Climate change can affect the frequency and intensity of extreme weather events like heavy rainfall, so stopbanks help protect communities, infrastructure, and agricultural land from these flooding events.



**Economic Resilience:** By preventing flood damage to homes, businesses, and infrastructure, stopbanks reduce the economic costs associated with flood recovery. This protection helps maintain the stability and resilience of local economies in the face of climate-related challenges.



**Adaptation to Sea Level Rise:** In coastal areas, stopbanks can act as a barrier against rising sea levels, helping to protect inland areas from coastal erosion and saltwater intrusion, which are exacerbated by climate change.

**Stopbanks are a vital component of climate resilience strategies, providing physical protection and supporting broader efforts to adapt to changing environmental conditions.**

### What's next?

The first phase of the refurbishment of the stopbanks has provided important learnings for us to continue work on Peach Island, Lower Motueka River and Brooklyn Stream.

See the map of where we plan to work next in the Phase two of the project.

- Completed Phase 1
- Motueka River
- Brooklyn Stream



## 10. Transportation

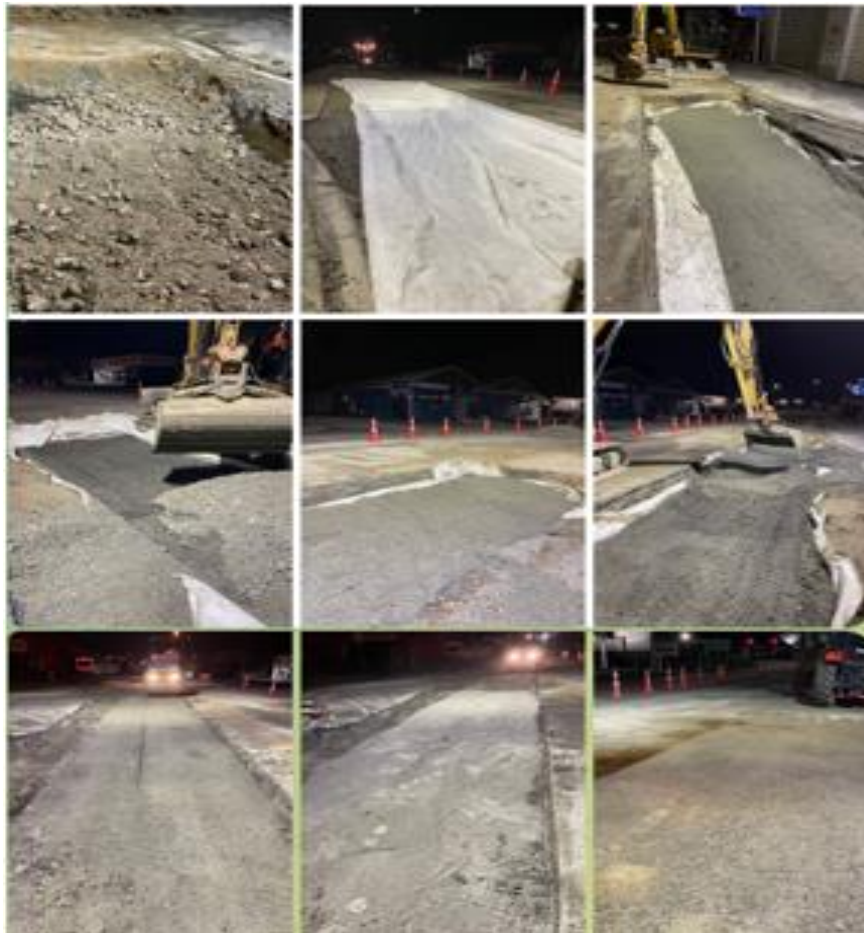
### Roading Activity Update

10.1 With the end of winter, several larger projects and programmes have now started which will continue up until the Christmas break and with activities like resurfacing, for the whole of the construction period (till the end of April). With the increased budgets for the 24/25 year teams have carried out a significant amount of investigation and preparation work so that these programmes “hit the ground running” and ensure key performance measures and targets, such as the resealing performance target, that >5.6% of the sealed network is resealed annually, on time and on cost.

### Alliance Contract Area

#### McGlashen Avenue Dig out

10.2 A dig out rather than an emulsion stabilisation was done here to ensure compromised ground was replaced with competent material that would last. This was a challenging site, and as a busy intersection, the decision was made to do it as nightworks. 60m<sup>2</sup> was dug out at 500mm deep and replaced with AP65 and AP40. The Asphaltic Concrete (AC) reinstatement was 50mm thick and was all completed over three nights.



*Pictures 1-9 McGlashen Avenue dig out*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Pictures 10-17 McGlashen Avenue digout*

**Flanking and High Shoulder**

10.3 This programme of work continued through July and August. Sites included Moutere Highway, Ken Beck Drive and Pugh Road.

10.4 Ken Beck Drive was also widened and received AC treatment.



---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Pictures 18-20 Ken Beck Drive*

**Culvert replacement**

10.5 Motueka Valley Highway – this culvert replacement was in a reseal area for this year, so was completed under the pre reseal repair programme. Other sites include Moutere Highway and the Lakes area with a total of 22 replacements to be completed prior to resealing commencing in November.



*Picture 21 - Motueka Valley Highway culvert replacement*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**Mārahau slip and water table clearing**

10.6 After a small weather event in June, the crew established to restore storm water channels back to functional capacity.



*Pictures 22-31 Mārahau slip*

---

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

### Non-Alliance work

#### Street lighting

- 10.7 A new streetlight is planned to be installed in Rata Avenue, Tapawera, after Network Tasman Limited removed an existing pole when ground mounting their pole transformer.
- 10.8 Streetlight maintenance is ongoing with a nighttime network inspection carried out recently to assess light outages across the network.
- 10.9 Streetlight pole replacements are ongoing based on the structural integrity survey carried out on steel streetlight columns across the district earlier this year.

#### Reserves carparks and community accessways reseals

- 10.10 Tenders were recently invited from suitable contractors for the resealing of several chip seal. carparks and accessways for various reserves and community housing sites. Prior to resealing, the sites will have maintenance work done with the resealing completed before mid-December 2024. The sites generally require smaller plant to operate on the weaker pavements and in confined spaces with most sites requiring extensive hand spraying and chipping.
- 10.11 The sites are:
- The Motueka A & P Society accessway also provides access to the aerodrome and is in shared ownership with Tasman District Council.
  - Mears Haven Community housing site
  - Lord Rutherford Park accessway
  - 16-22 Staveall Street Brightwater, Community housing site
  - Bill Wilkes Reserve carpark
  - Mailing Cottages Richmond carpark

#### Kerb & footpath renewal jobs recently completed



*Picture 32- Ridgeview Road – Newly asphalted footpath. This path is approximately 900 metres long.*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Picture 33- Hill Street*

- 10.12 The work on Hill Street involves 260m of new kerb with subsoil drain and sumps as well as 580m<sup>2</sup> of concrete path from Churchill Avenue to near Queen Street. This work is due for completion in mid-September. The lowest tender was approximately 23% below estimate.



*Picture 34 - Brabant Drive, Ruby Bay – recently completed section*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**Golden Bay and Murchison Area**

10.13 The Kahurangi team’s programme achievement reached 81.82% during August.



10.14 The August unsealed maintenance work included 122km of grading and spreading 1,496m3 of maintenance aggregate along the below roads:

- Braeburn Track
- Lammas Road
- Long Plain Road,
- Mackay Pass Road
- Quartz Range Road
- Rangihaeata Road
- Te Hapu Road
- Wallace Road
- Wharariki Road

10.15 Work in August/September continued to focus on the drainage maintenance programme, with the replacement of 93m of failed culverts on Aorere Valley, Howard Valley and Owen Valley West roads. High shoulder/flanked and surface water channel clearing has been completed along Collingwood-Puoponga Main Road, East Takaka Road, Howard Valley Road, Matakitaki Road and Park Avenue.

10.16 Gravel, soil, and vegetation have been removed from 25 bridges around the network to help ensure the drainage systems on the bridge structures are functioning correctly.

10.17 August task details achieved:

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

			August
Asset	Fault	Unit	Quantity
Drainage	Culvert cleaning	each	12
Drainage	Culvert install	m	93
Emergency	Slip material removed	m3	
Environment	Street Sweeping	m	350
Pavement	AC Levelling	m2	
Pavement	Crack sealing	m2	
Pavement	Digouts	m2	
Pavement	Prep and Seal	m2	
Pavement	Sealed pothole repairs	each	7
Pavement	Stabi's and Rip&Remakes	m2	
Shoulders	Edgebreak repairs	m	37.2
Shoulders	High Shoulder / Flanking	m	4541
Signs	Culvert marker posts	each	27
Signs	Edge marker posts	each	
Signs	Sign & post maintenance	each	31
Signs	Sign renewals	each	4
Surface Water Channel	Construct new watertable	m	285
Surface Water Channel	Watertable cleaning	m	1409
Unsealed	Aggregate	m3	1496
Unsealed	Grading	km	122.57
Vegetation control	Spraying	km	7.613



*Rangihaeata Road – blocked culvert*

*Rangihaeata Road – unblocked culvert*



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Aorere Valley Road – culvert replacement*



*Aorere Valley Road – culvert replacement*



*Aorere Valley Road – culvert replacement*



*Aorere Valley Road – culvert replacement*



*Howard Valley Road – culvert replacement*



*Borlase Avenue - sinkhole*

**Pictures 32-40**

---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT****Road Safety**

10.18 Waka Kotahi have confirmed our approved community road safety funding is only 39% of the LTP budget. As a result of this, staff have revised the 2024-2027 work programme and had this re-approved by Waka Kotahi. Some activities previously delivered, will either be cut back (for example, motorcycle and school cycle safety training), or discontinued (for example financial support to recidivist drunk driver intervention programmes, motorcyclist breakfast events, and Clued Up Kids events) due to reduction in Waka Kotahi funding.

**Partnership Connections**

10.19 Staff participated in the interview panel for road policing vacancies as a Partner Agency representative.

10.20 Police, FENZ (Fire and Emergency NZ) and St John – have confirmed support for four Young Driver Education events to be held annually at Rabbit Island.

**Motorcycle Awareness Month - September**

10.21 Ride Forever Courses during August 2024 had 13 Silver and 16 Bronze Riders completing the courses. Note we will no longer subsidise Gold Rider Courses due to cuts in Waka Kotahi funding.

10.22 2024 Motorcycle Awareness Month will see no financial support from ACC to contribute towards 2024 activities. We have designed a calendar of social media messages for Tasman, Marlborough and Nelson, and will post motorcycles safety messages on our Ride to Live Facebook page which currently has over 600 followers who are motorcyclists. The lack of Waka Kotahi funding has meant we did not have budget to deliver specific events during the month as we did last year.

10.23 1000 copies of our Look Again activity books have been delivered to our School Community Police Officers who will take the Look Again Activity Books into schools during August/September to promote the Look Again for Motorcycles messaging.

**Road Safety**

10.24 At the time of preparing this report, the Crash Analysis System has recorded one fatal and one serious injury crash so far this financial year, described as follows:

- A vehicle southbound on Abel Tasman Drive exiting Pōhara has failed to make the corner before Selwyn Street and crossed onto the verge, crashing into a power pole. One fatality.
- A driver of a vehicle on Central Park Lane had a suspected medical event and crashed.

**Tasman's Great Taste Trail**

10.25 Health and Safety incidents reported on the trail this month are:

- Crash due to an unrestrained dog on the trail causing the rider to fall off their bike along the Waimea Estuary between the Aquatic Centre and Sandeman Reserve,
- Three trail bikes (motorbikes) going extremely fast along the trail between Wai-iti Domain to Quail Valley Road leaving the cyclists shaken.



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

10.26 Private vegetation encroaching on the trail and sandwich boards are recurring concerns from cyclists.



Picture 41: Example of a sandwich board on the shared path

Picture 42: Example of a fence and vegetation on road reserve.

10.27 We have been successful in applying for a \$50,000 MBIE Maintenance budget, that is intended as additional maintenance to address specific trail audit findings. Our trail was last audited in April 2023 to ensure that the trail is safe, meets legal requirements and that appropriate systems are in place to ensure that great experiences can be sustained into the future. This was a full physical trail audit that found the trail delivers a good user experience and the trail is true to the advertised grade.

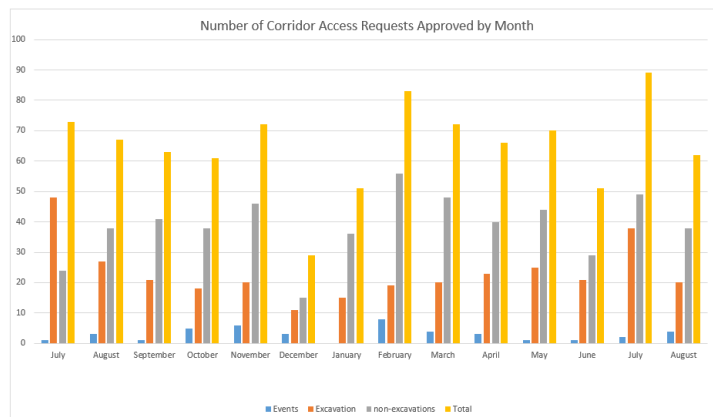
10.28 The specific items that MBIE funding will be directed to are:

- Hazard boards at ten locations. These are signs warning riders of the potential hazards they may encounter along a particular section of trail
- Upgrade road crossings with asphalt and line marking
- Adjust access restriction bollards so they are not in the middle of the trail where cyclists have a higher risk of striking them
- Improve timber barriers at Riwaka-Kaiteriteri Road, Edward Road and along the Waimea Estuary at Ravensdown.

**Road Opening Permit Management**

**Corridor Access Requests**

10.29 The graph below shows the number of corridor access requests processed and approved by month for the 2022/23 and current 2023/24 fiscal years.



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

**11. Property**

**Property Transactions**

11.1 To date, 135 land transactions are in progress, mostly leases (53) and land acquisitions (42) see figure 1.

11.2 Total jobs three years and older remain the same. The “Waiting for a Response” status accounts for the majority (15) of overdue jobs (see figure 2). Incentives to encourage Community Groups to sign up to leases are underway.

11.3 The property at 11 Waverley Street has received an offer that is likely to go unconditional following five previous conditional offers.

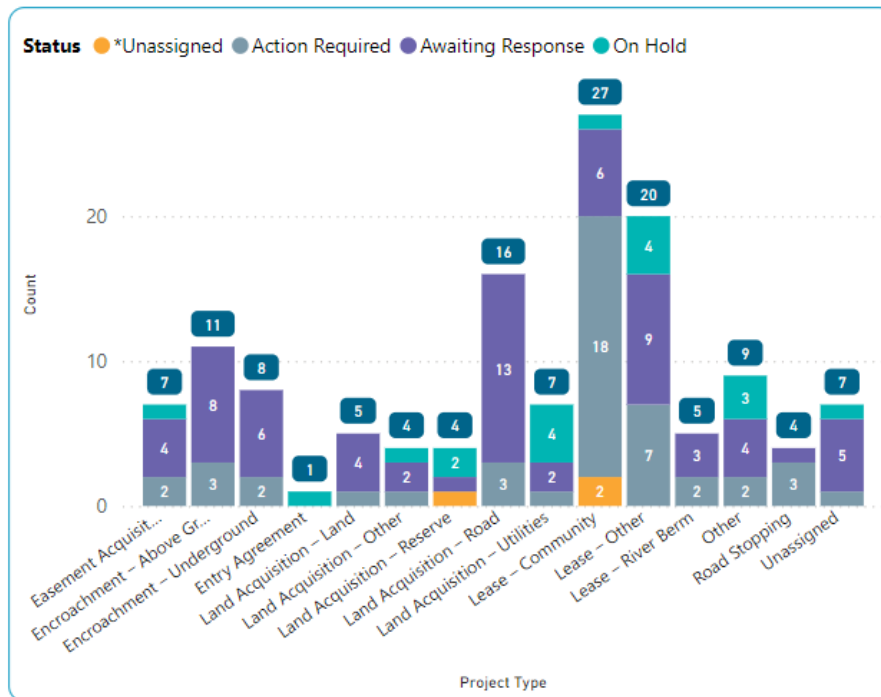


Figure 1 Property transactions September 2024

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

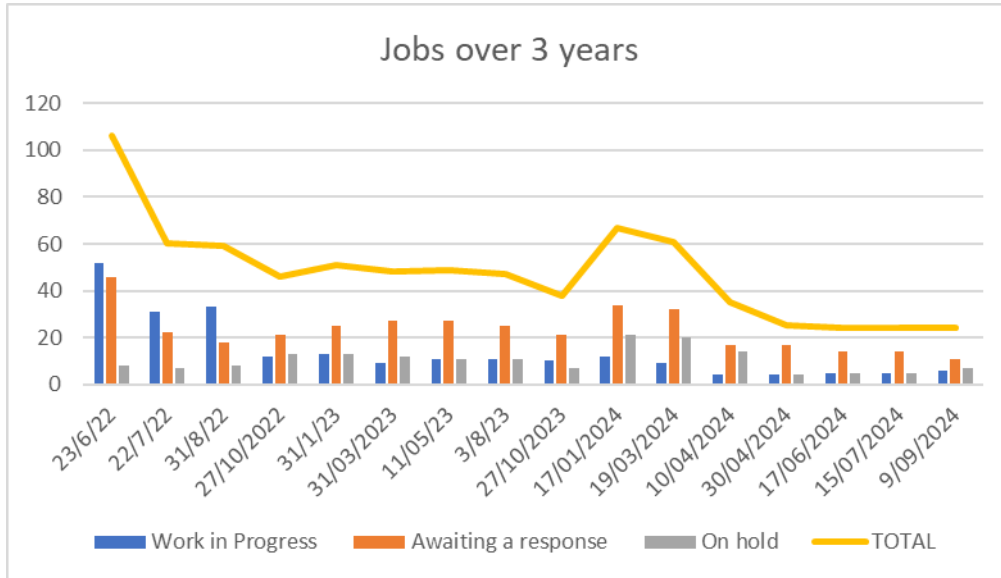


Figure 2 Property transactions over 3 years old – September 2024

**Fleet**

- 11.4 New reporting on fleet utilisation and cost allocation has been implemented. This will allow a cost distribution by vehicle use and improved vehicle management reporting.
- 11.5 Fourteen vehicles will be sold this month.
- 11.6 The two harbour master vehicles are due for replacement. This is scheduled to take place over the next couple of months.
- 11.7 We are considering a charging station with cost recovery for staff and Councillors personal vehicles utilising the charge platform and spare capacity. This service will require a credit card to activate charging.
- 11.8 An electric vehicle charging unit has been installed at the Tākaka Service Centre.



Figure 3: Ev Charge unit at Takaka Service Centre.

---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT****Facility Maintenance****Motueka Recreation Centre Roof**

11.9 We have received costed proposals for this repair. We are seeking advice to evaluate the efficacy of these solutions.

**Motueka Museum Roof**

11.10 The new roof will now start on the 16<sup>th</sup> of October. This is later than anticipated because approval from the heritage architect was not received until early September.

**Takaka Arts Council building**

11.11 This building is a category two listed heritage property located on Commercial St Takaka. The building was previously used by a hairdresser and real estate agent. The building originally housed a fire engine and is not designed for occupation. It has a major issue with rising damp and the parapet is regarded as earthquake vulnerable. We are working with the tenants on solutions for this building. There is some budget to carry out these repairs.

11.12 Starting on Monday 16 September, there will be maintenance and refurbishment of the Environmental Information office space on the first floor of the Richmond office. This work will involve painting and recarpeting the space to provide a better work environment.

11.13 Richmond Aquatic centre. Upgrade work to the female changing rooms and toilet were completed 16<sup>th</sup> September 2024.

**Events – Charitable firewood**

11.14 The size of the firewood event in 2023 was much larger than anticipated. Staff are looking at holding another event in October 2024 with better controls in place. These controls are:

11.14.1 The event will take place over 4 slots in two days, to ticket holders only (400 total). These dates will not be advertised.

11.14.2 Tickets will be sold to Tasman ratepayers with priority to low-income families (managed by Fifeshire Foundation).

11.14.3 Loading will take place with a loader and limited to 2.5m<sup>3</sup>.

11.15 Traffic Management: A traffic management plan will be based on the following:

11.15.1 Four Booking Times will be available over two days: These will be 8 a.m. and 1.p.m. and each period will be open for a period of 4 hours.

11.15.2 A maximum of 100 tickets will be sold per session.

11.15.3 Vehicles with no tickets or unsafe trailers will be turned around at this juncture.

11.15.4 A mechanical loading will occur to speed up and control load volumes. This will also make the process safer for participants.

11.16 All proceeds will go to the Fifeshire Foundation.



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Figure 4 Before and after 2023 firewood event*



*Figure 5 Loading Area (Red Arrow)*

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**
**12. Reserves and Facilities**
**Community Housing**

Ward Area	Waitlist as at 31 July 2024	Waitlist 31 August 2024
Richmond	77	83
Motueka	29	29
Brightwater/Wakefield	7	9
Golden Bay	25	24
Murchison	8	6
	146	151

- 12.1 Year to date we have had seven tenants vacate our cottages. We have also had several people removed from the list due to reasons such as finding other suitable accommodation or moving into residential care. There have been several additional applications added to the list. The average wait for applicants who are currently in suitable accommodation is 3-4 years with at least six months for more urgent cases.
- 12.2 There are cases where potential tenants have declined the opportunity after viewing. Usually, this is because they are looking for two-bedroom cottages or properties with garages. These individuals are removed from the list as we currently do not offer these options.
- 12.3 The annual exterior wash and paint touch up work is now underway at the cottages.

**Richmond Ward**
**Richmond Aquatic Centre**

- 12.4 The Aquatic Centre celebrated 20 years in business on the 10 September.
- 12.5 Staff and the Aquatic Centre operator have put initiatives in place to help with the regular cleaning that is required at the Richmond Aquatic Centre facility. A scheduled deep clean of the entire facility commenced in early September which will help with creating a good level of service that we expect will be continued.
- 12.6 The women's toilets and changing room upgrade has recently been completed which involved removing existing toilets and pipework which was currently within the concrete wall. New framing and panelling have been fitted to cover all pipework and provide a space for the flushing system. A complete interior repaint of the changing rooms has also been finished to complete the project. The next stage of upgrades will be the men's changing room and toilets.

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT



Picture 1 and 2: Recently completed toilets and changing room

### Moutere Waimea Ward

#### **Faulkner's Bush Play Area Upgrade**

- 12.7 The Faulkners Bush Playground commencement blessing took place in early September and progress on the project is shown below. This stage of the project is likely to be completed in the next month.



Picture 2: Progress of Faulkners Bush playground upgrade.

### Motueka Ward

#### **Weka House**

- 12.8 Over the past few months staff have been working with The Motueka Community Development Trust who have acquired a lease for the building formally called Weka House (now renamed "The Spot").
- 12.9 An opening ceremony was held on 29 August including a blessing and speeches.
- 12.10 The property required building work to bring the property up to a standard that would service the trust's objectives. Complete external garden/mowing and rubbish tidy up including water blasting and overgrown vegetation removal. Internally it required significant



## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

wall patching throughout the building, an electrical assessment and certification, complete re keying on all doors to a master key system and renewal of a window due to a water leak.



*Picture 3 and 4: Weka House is now known as “The Spot Motueka” a free non judgemental space for 13-24 year olds, including “Chill Zone” and recording studio*

### **Other Motueka Ward Work**

- 12.11 Planting for the season has gone well and is all but complete with just a few small jobs to be finished.
- 12.12 Motueka Community Board Special Projects are currently in progress with the Saltwater baths landscaping complete, installation of the picnic table at Wharepapa reserve and concrete extensions around the tables at Motueka river bridge are underway.
- 12.13 Staff are awaiting a quote from Contractors and for any feedback from residents regarding installation of the Octopus swing at Ted Reed Reserve (Community Board Special Project). Following this there will be a mailout to immediate neighbours advising of the proposed installation.



*Picture 5: Example of an octopus swing to be installed at Ted Reed Reserve*

---

## COMMUNITY INFRASTRUCTURE ACTIVITY REPORT

### Golden Bay Ward

- 12.14 Staff are preparing a report to the Golden Bay Community Board regarding the scope and feasibility of their three remaining Special Projects for 2024/25 which are;
- 12.14.1 Fence replacement on Commercial St, Takaka
  - 12.14.2 Shade house for hanging baskets
  - 12.14.3 Playground at Pākawau
- 12.15 The East Takaka playground replacement of old equipment still underway and it is expected this should be completed by the summer period.
- 12.16 Staff have sent letters to owners of Protected Trees in Golden Bay with recent arboricultural assessments and advice as to what work is required in each case.

### **General Planting**

- 12.17 The majority of the Community Planting has now been carried out with exceptionally high turnout of the public. The sites included Langdale Reserve and Reserves within Waimea Estuary area.



*Pictures 6 and 7: Successful planting day at Langdale reserve*

### **Coast Care**

#### **Tasman Bay**

- 12.18 Rabbit Island Coastcare planting is complete for 2024. Approximately 2000 native plants have been planted.

#### **Motueka**

- 12.19 For Tapu Bay, Stephens Bay, Little Kaiteriteri and Torrent Bay approximately 2000 plants are set to be planted by the end of September.

---

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**



*Picture 8: Torrent bay sand spit planting*

**Golden Bay Coast Care**

12.20 Community Planting is programmed in September for Parapara and Puponga. Contractors will complete plantings at Pākawau, Patons Rock, Ligar Bay and Tata Beach.



*Picture 9: Puponga area to be planted after old man pine removal*

PROJECT ID.	PROJECT NAME	WORK DESCRIPTION	STATUS	STAGE	EST COMPLETION DATE	PROJECT BUDGET 2023/2024	PROJECT STATUS SUMMARY
<b>Golden Bay</b>							
2024.4	East Takaka Playground	Replacement of old equipment		Planning	30/09/2024	TBC	Planning/Procurement
<b>Motueka Ward</b>							
2024.5	Little Kaiteriteri - Stephens Bay Walkway	Walkway completion - Tapu Bay - Little Kaiteriteri		Delivery	31/10/2024	\$30,800	Installation of the walkway programmed for late September
2024.6	Motueka Quay old wharf area	Car park area - stage 2 landscaping		Planning	30/06/2025	\$49,400	Planning work has commenced and iwi engagement underway- Awaiting Heritage New Zealand Archeological Authority
2024.7	Saltwater Baths	Planting		Completed	30/08/2024	\$10,600	Delivery of Landscaping
2024.8	Motueka Cemetery	Landscape Development Plan		Delivery	30/06/2025	\$8,000	New toilet handbasins and 2 new bench seats being installed

**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

PROJECT ID.	PROJECT NAME	WORK DESCRIPTION	STATUS	STAGE	EST COMPLETION DATE	PROJECT BUDGET 2023/2024	PROJECT STATUS SUMMARY
<b>Moutere/Waimea Ward</b>							
2024.10	Coastcare	Mapua Grossi Point - Stages 1 & 2 Coastal protection		Initiation	30/10/2024	\$97,800	On hold pending Māpua Masterplan outcome
2024.11	Faulkners Bush	Play equipment		Delivery	30/09/2024	\$120,000	Playground installation in progress
2024.12	Wakefield Recreation Reserve	Design & development		Deferred	30/11/2024	\$189,900	On hold pending decision on Waimea South Facility location.
<b>Richmond Ward</b>							
2024.13	Borck/Poutama Creeks	Walkway connections, furniture & planting		Planning	30/07/2025	\$18,800	Work in progress.
2024.14	Camberley Reserve	Design & bollards, implement 2023/2024		Planning	30/10/2024	\$50,000	Design underway
2024.15	Langford Reserve	Planting and furniture		Delivery	30/09/2024	\$80,000	Remainder of planting work completed by



**COMMUNITY INFRASTRUCTURE ACTIVITY REPORT**

PROJECT ID.	PROJECT NAME	WORK DESCRIPTION	STATUS	STAGE	EST COMPLETION DATE	PROJECT BUDGET 2023/2024	PROJECT STATUS SUMMARY
							end of September 2024.
2024.16	Rosales Playground – The Meadows	New playground		Planning/Design	30/11/2024	TBC	Currently in design phase.

**13. Attachments / Tuhinga tāpiri**

Nil

**7.3 LOCAL WATER DONE WELL - GOVERNANCE GROUP**

**Decision Required**

<b>Report To:</b>	Operations Committee
<b>Meeting Date:</b>	26 September 2024
<b>Report Author:</b>	Richard Kirby, Group Manager - Community Infrastructure; Mike Schruer, Waters and Wastes Manager
<b>Report Authorisers:</b>	Richard Kirby, Group Manager - Community Infrastructure
<b>Report Number:</b>	ROC24-09-3

**1. Purpose**

- 1.1 The purpose of this report is to update the Operations Committee on recent developments in the Local Water Done Well (LWDW) programme; and
- 1.2 To recommend that the Operations Committee appoint a Governance Group to give oversight, input and guidance to the Project Board in the delivery and implementation of legislative requirements of the government’s Local Water Done Well.

**2. Summary / Te Tuhinga Whakarāpotō**

- 2.1 At its meeting 12 September 2024, Council considered an update on the Local Water Done Well programme being implemented by the government. Council noted that updates on progress with Local Water Done Well would be presented to the Operations Committee.
- 2.2 Staff have established a Project Board comprises senior staff and practitioners and is responsible for the overall management, resourcing, and successful delivery of the Local Water Done Well Programme.
- 2.3 It is recommended that the Operations Committee appoint a Governance Group comprising the Mayor, Deputy Mayor and two Councillors to give oversight, input and guidance to the Project Board in the delivery and implementation of the government’s Local Water Done Well programme.
- 2.4 The proposed Terms of Reference for the Local Water Done Well Governance Group will be provided separately.

**3. Recommendation/s / Ngā Tūtohunga**

**That the Operations Committee**

- 1. receives the Local Water Done Well - Governance Group report; and**
- 2. appoints a Local Water Done Well Governance Group comprising the Mayor, Deputy Mayor and Councillors xxxxxxxx and xxxxxxxx; and**
- 3. approves the Terms of Reference for the Local Water Done Well Governance Group**

**4. Local Water Done Well (LWDW) Update**

- 4.1 At its meeting 12 September, Council passed a resolution approving collaboration with neighbouring councils on both the technical aspects, and service delivery options to enable each neighbouring council to make their own decision on whether to combine resources into a single water organisation or to form their own individual water organisation in accordance with the Local Water Done Well legislative requirements.
- 4.2 The Group Manager Community Infrastructure had initial discussions with Nelson City and Marlborough District Council senior staff on Wednesday 18 September 2024. At this stage both councils have not formally considered their respective positions on collaborating with us. The two Councils are scheduled to meet in October 2024 to consider how they intend progressing with implementing Local Water Done Well.
- 4.3 Initial contact has been made with Buller District Council to arrange a meeting to review its stance on LWDW. This meeting has not occurred yet.
- 4.4 Council has engaged specialist expertise to guide staff through the various tasks that have to occur as part of implementing Local Water Done Well.
- 4.5 The initial workshop is scheduled to be held on Tuesday 1 October 2024 in the Council Office. There are five sessions proposed. These include;
- Legislative Overview and Outcomes
  - Finance Modelling and Analysis
  - Technical/Asset Management
  - Service Delivery option/arrangements
  - Governance/Programme/Project Setup
- 4.6 It is intended that these sessions establish objectives and tasks for delivering the programme. There will also be resourcing requirements and timelines established for each task.
- 4.7 At the 12 September 2024 Council meeting, staff indicated an intention to establish a Governance Group comprising elected representatives to provide oversight and guidance to the Local Water Done Well programme as it progresses. As this programme is reasonably significant for council, staff suggest that the Mayor, Deputy Mayor and two other elected representatives be appointed to this Governance Group.
- 4.8 It is not clear, at this stage, how often the Governance Group will meet. Staff suggest that it would likely be fortnightly for the first few weeks and then once the programme is resourced and underway, that the meetings are likely to be monthly. Where specific governance decisions need to be made then these will be the subject of a report to council.
- 4.9 It is not intended that the Governance Group has any delegated decision-making powers but only to provide governance oversight, guidance and input for the Project Board. The Project Board comprises senior staff and practitioners and is responsible for the overall management, resourcing, and successful delivery of the Local Water Done Well Programme.
- 4.10 The Terms of Reference for the Governance Group will be circulated separately.

**5. Attachments / Tuhinga tāpiri**

Nil