



NOTICE OF MEETING OF THE OPERATIONS & MONITORING COMMITTEE

I hereby give notice that the Operations & Monitoring Committee meeting of the Papakura District Council is to be held on:

DATE: Tuesday 27 April 2010

TIME: 12.30 P.M.

VENUE: Council Chambers
35 Coles Crescent
PAPAKURA

T Stratton
CHIEF EXECUTIVE OFFICER

MEMBERSHIP:

Chairperson	Clr O'Connor
Deputy Chairperson	Clr Auva'a
	HWM Penrose
	Clr Catchpole
	Clr Conroy
	Clr Goldsmith
	Clr Jones
	Clr Piggott
	Clr Pringle

(Quorum 4 members)

(The reports and recommendations contained in this Order Paper are not necessarily Council Policy and should not be taken as Council Policy, or opinion)

**PAPAKURA DISTRICT COUNCIL
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PAPAKURA DISTRICT COUNCIL

**AGENDA FOR THE MEETING OF THE OPERATIONS & MONITORING COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBERS, 35 COLES CRESCENT, PAPAKURA
ON TUESDAY 27TH APRIL 2010 COMMENCING AT 12.30 P.M.**

1. APOLOGIES

2. CONFIRMATION OF MINUTES

- (a) That the Minutes of the Operations and Monitoring Committee Meeting held on Tuesday 23 March 2010 be confirmed.

3. DEPUTATIONS AND PETITIONS

4. PRESENTATIONS

5. FINANCE AND CORPORATE

**(a) FINANCIAL RESULTS FOR THE PERIOD
FROM 1 JULY 2009 TO 28 FEBRUARY 2010**

REPORTING OFFICER: **Victoria Villaraza**
Director Finance and Corporate Services

ATTACHMENT: **Report on Compliance with Treasury
Policies**

(Attachment No. 1)

PURPOSE OF THE REPORT

The purpose of this report is to present the financial results to 28 February 2010 for the Committee's information.

BACKGROUND

This report presents the key financial results for the year to 28 February 2010. The report is in four parts as follows:

Operating Result:

Operating Result reports on the financial impacts of the operating programme for the year. It contains the following information:

a. **Actual** to 28 February 2010

This column presents the net rate impact of the activities which is total operating costs less total revenue, excluding rates, from 1 July to 28 February.

b. **Approved Budget** to Period Ended 30 June 2010

This column shows the approved rate levels for the activities which is made up of the adopted Annual Plan plus any approved Carry Forward amounts.

c. **Forecast** to 30 June 2010

This column shows the projected end of year result based on the 8 months of actual activity plus expected costs and revenue for the rest of the year.

Capital Works Result

Capital Works Result reports on the progress to complete the capital works for the year. It contains the following information:

a. Year to Date Actual;

b. Adjusted Budget to Year Ended 28 February 2010;

c. **Forecast** to 30 June 2010

This column shows the projected end of year result based on the 8 months of actual activity plus expected costs for the rest of the year.

Treasury Profile Result

Treasury Profile Result covers reporting against Council's Liability Management and Investment Policies. The report covers the year to 28 February 2010.

Development / Financial Contributions Result

Development / Financial Contributions Result shows information on the levels of contributions for the financial year. The report covers the year to 28 February 2010.

Reporting Parameters

As a general rule, the operating, capital, treasury profile and development/financial contributions results are reported against the following financial reporting exception parameters currently used to report significant variations in Council's published Annual Reports:

- report on reasons why the actual / forecast is at least \$50,000 and 10% or more above budget;
- report on reasons why the treasury profile is outside the limits of Council's current policies.

Other Financial Results

This report also provides a summary of other key financial results provided for the committee's information.

NARRATIVE

Operating Result

Table 1	28 Feb Actual \$000	Approved Budget \$000	Forecast \$000
Rates Requirement by Activity (Direct Rate Requirement)			
Business and Promotion	489	674	670
District Administration	2,286	2,507	2,358
Democracy and the Community	633	984	1,019
Civil Defence and Emergency Management	96	238	236
Information Services	588	820	768
Regulatory Administration	236	380	405
Building Control	(472)	(346)	(266)
Environmental Health	45	161	167
Animal Control	(49)	(3)	116
Parking Control	(65)	(69)	32
Resource Consents	57	7	229
Planning Policy	771	1,178	1,231
Strategic Projects	73	90	90
Works Administration	221	317	375
Roading and Transportation	4,427	6,814	6,679
Water Supply and Wastewater	51	105	105

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Table 1	28 Feb Actual \$000	Approved Budget \$000	Forecast \$000
Stormwater and Environmental Infrastructure	2,104	3,108	3,012
Waste Management and Minimisation	858	1,255	1,402
Development Engineering	1	(4)	40
Operations Engineering	113	201	241
Community Services Administration	740	1,013	1,021
Community Halls	(6)	75	74
Reserves	1,632	3,222	3,170
Aquatic and Leisure Centre	889	1,311	1308
Conveniences	83	147	144
Library	690	1,001	1,051
Cemetery	24	44	40
Housing for the Elderly	(48)	(105)	(106)
Citizens Advice Bureau	50	69	69
Community Development and Safer Communities Administration	235	534	526
Arts and Culture	216	357	465
Housing	9	(37)	(37)
General Property	190	736	656
Accent Point	326	561	559
Administration Building	231	549	519
Grants	96	102	102
General Revenue – Contribution to Rates	(630)	(190)	440
Total Council Rates Requirement	17,517	27,806	27,840
Add: Museum and MOTAT Levies	1,175	1,191	1,191
Total Rates Requirement	18,692	28,997	29,031
Projected Deficit			34

The table above outlines the net direct rates requirement for Council's activities. The "Approved Budget" column represents the adopted budgets plus the approved carry forward works programme. The "Actual" column represents the results for the year to 28 February 2010. The table shows that \$18.6 million of rates has been applied to Council's operations at 28 February 2010. This level is consistent with historical results. Annual forecast projections have been updated following the December 2009 mid-year reviews. The forecast shows an annual requirement from

rates of \$29.03 million compared with a budget of \$29.0 million, resulting in a projected deficit of \$34,000.

The overall projected deficit of \$34,000 is not significant. Council will note however that within the overall result, there are a number of key areas that impact on the projected deficit as follows:

- Loan Interest: Budget \$3.4 million; Forecast \$2.9 million.

The projected surplus is mainly associated with the delays in the overall capital works programme spend which results in loans not being raised as anticipated. In addition, interest rates have been lower than predicted; in particular, short-term borrowing rates are around 65% of what was budgeted.

- Animal Control Services: Budget (\$3K); Forecast \$116K.

The projected deficit is mainly due to reduced revenue forecasts of \$124K for penalties, court recoveries, infringements and pound fees.

- Parking Control: Budget (\$69K); Forecast \$32K.

The projected deficit is mainly due to cost increases related to the lodgement of parking fines with the courts.

- Resource Consents: Budget \$7K; Forecast \$229K.

The projected deficit is mainly due to increased costs related to improvements in systems and processes to meet statutory deadlines and developer expectations.

- Waste Management and Minimisation: Budget \$1.2 million; Forecast \$1.4 million.

The projected deficit is mainly due to reduced revenue forecasts for sale of refuse bags and the waste levy income.

- Arts and Culture: Budget \$357K; Forecast \$465K.

The projected deficit is mainly due to reduced revenue forecasts for the Hawkins Theatre resulting from the temporary closure of the facility and the delay in the implementation of new revenue streams such as the ticketing office.

- General Revenue: Budget (\$190K); Forecast (\$630K).

The projected result is mainly due to increased revenue from rates and treasury activities.

Capital Works Result

The following table summarises the capital works results by activity:

Table 2	Actual to 28 Feb \$000	Approved Budget \$000	Forecast \$000
Capital Works Result			
Business & Promotion	45	32	47
Civil Defence and Emergency Management	0	5	0
Roading and Transportation	8,049	26,333	21,418

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Table 2	Actual to 28 Feb \$000	Approved Budget \$000	Forecast \$000
Stormwater and Environmental Infrastructure	1,191	11,392	11,392
Waste Management and Minimisation	3	34	34
Community Halls	7	81	81
Reserves	1,115	13,994	4,694
Aquatic Centre	134	497	497
Conveniences	167	213	213
Library	431	1,475	4,975
Cemetery	24	242	242
Older Persons Housing	13	654	654
Community Development	74	762	112
Arts and Culture	211	1,520	1,520
Housing, Property and Other	1,878	2,572	1,952
District Administration	0	35	0
Information Services	34	124	124
Strategic Projects	19	0	19
Total Capital Works Expenses	13,350	59,965	47,973

The approved budget of \$60 million is made up of the adopted 2009/19 Long Term Council Community Plan of \$45 million and \$15 million carried forward from the 2008/09 financial year.

Capital expenses spent to 28 February 2010 is \$13.3 million which is 22% of the total programme. This result is below expectation for this time of year, however, work on delivering the programme for 2009/10 and through to October 2010 is ongoing with a key number of legacy capital projects expected to be completed by October 2010.

In addition, within the total capital budget, \$14.0 million (23%) is allocated to land purchases, most of which are currently under negotiation / investigation. At 28 February, \$2.1 million has been spent against the \$14 million budget.

Finally, the changes to the roading programme (as a result of the reduced funding approvals from NZTA) are reflected in the forecast column.

Treasury Profile Result

Liability Management and Treasury Policies

The full policy is outlined in Council's Long Term Council Community Plan 2009/19 (including the amendment to Treasury limits). The attachments provide a summary of the results against the limits contained in the policy.

The committee will note that for the period ended 28 February 2010, full compliance was not achieved against the policies. The actual debt levels outside the minimum and maximum limits as shown on Table 3 are in the period from 'less than 1 year' through to the '3 to 5 years' categories. Council will note that actual debt levels for these periods are only slightly outside the limits. This results from the process to consolidate the region's debt and ensure an acceptable overall risk profile prior to 1 November which led to changes in the way debt is raised in the interim. It is expected that this trend will continue for the period to 1 November and that any impact on policy limit compliance will be minimal.

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Table 3 Debt Maturity Profile	Policy Minimum	Policy Maximum	Actual
First \$30million (covered by bank facility)	\$0	\$30.0m	\$21.6
Less than 1 Year (15% to 100%)	\$4.3m	\$28.5m	\$3.0m
1 to 3 Years (15% to 70%)	\$4.3m	\$19.9m	\$21.5m
3 to 5 Years (15% to 50%)	\$4.3m	\$14.2m	\$4.0m
5 to 10 Years (0% to 50%)	\$0	\$14.2m	\$0
Totals			\$50.1m

During the July to February period, total debt levels increased and decreased from time to time depending on cashflow requirements. The current debt level at 20 April 2010 is \$52 million.

Development / Financial Contributions Result

The following table summarises the development / financial contributions revenue (excluding Water and Wastewater) from 1 July to 28 February:

Table 4	Actual to 28 Feb \$000	Approved Budget \$000
Roading	61	2,506
Public Transport	1	
Stormwater	45	1,728
Community Facilities	58	1,420
Financial Contributions	330	
Total	495	5,653

Development contributions revenue \$0.5 million is 8.8% the budget target of \$5.7 million. This variance is mainly due to the timing of development. However, also due to timing, the full impact of the delays in realising development contributions revenue on financing for capital works is not significant because actual capital spend against budget is also well below budget.

CONCLUSION

The summary financial results show Council's position at 28 February 2010. The report confirms achievement of the overall budget within acceptable limits.

RECOMMENDATIONS

1. That the information be received.

5. FINANCE AND CORPORATE

(b) QUARTERLY PERFORMANCE MEASURE UPDATE

REPORTING OFFICER: Micah Savage
Business & Performance Analyst

ATTACHMENT: Quarterly Performance Measures – February 2010

(Attachment No. 2)

PURPOSE OF THE REPORT

The purpose of this report is to present the results for Activity Performance Measures for the period ended 28 February 2010.

BACKGROUND

Council adopted a set of performance measures as part of the LTCCP 2009-19 to monitor progress and inform decision making for its various activities. Attached is an update for the performance measures for the period ended 28 February 2010.

The standard update for the period ended 31 December 2009 was incomplete in time for reporting in the previously scheduled timeframe and as such this report is being presented earlier than normal.

As a result of the variation to time frame the latest period is only two months in length (January-February).

NARRATIVE

Key and Interpretation

The attachment shows a summary of the performance measure results for the period ended 28 February 2010. The target for the financial year is shown followed by a current and year-to-date figure for each quarter/period.

Annual Measures

A number of measures are assessed and reported on as part of our Resident Survey and other similar processes. Data and information on these measures is therefore currently unavailable but will be reported in due course.

Measure Targets – “Baseline to be set”

12 of the 121 measures are listed with targets ‘Baseline to be set’. These are all new measures that were adopted as part of the LTCCP 2009-19 and, as a result, historical data is not available.

Other Information

Monitoring of Water and Wastewater – Wastewater

Measures WW5 and WW6 should only apply to Water Supply and not Wastewater services.

CONCLUSION

Activity Performance Measure results are presented for the period ended 28 February 2010.

RECOMMENDATIONS

1. That the information be received.

6. BUSINESS AND PROMOTION

7. COMMUNITY SERVICES

(a) CENTRAL PARK CCTV TRIAL

**REPORTING OFFICER: Nicola Terry
Manager Community Assets**

PURPOSE OF THE REPORT

The purpose of the report is to update the committee on the removal of the CCTV cameras in Central Park.

BACKGROUND

Council was offered a free one month trial of CCTV cameras in Central Park by Advanced Security in early 2008. In order to avail itself of the free trial, Council was required to install lighting, a large pole and space for a computer to store the camera footage. The trial began on 16 June 2008 and the computer was housed in the Papakura Police Station but was not actively monitored. Indeed, Police noted that the system for saving and retrieving footage was very difficult to use and had a relatively quick turn around and as such they were unable to access footage for crime resolution purposes.

In August 2008 Council considered a report on the future of this camera and resolved to leave the camera in place for a further period, particularly over the summer months, to get a clearer indication of its effectiveness. The cost of the monthly lease was \$892 excluding GST.

In November 2009 Council resolved to removed the CCTV camera in Central Park and further resolved.

That an assessment of the effectiveness of the measures without CCTV be made at the end of March 2010 and that this be reported back to this committee in April 2010.

NARRATIVE

A number of initiatives have been completed over the last two to three years to make Central Park safer and more attractive. These include encouraging more legitimate use of the park (new playground, toilets and stage), increased lighting at night and improving sightlines in the park through the pruning of trees and removal of shrubbery. Further improvements to passive surveillance and sightlines will be made with the reconnection of Railway Street West.

In November 2008 an expert in Crime Prevention through Environmental Design (CPTED) undertook an assessment of Central Park. He considered that the improvements which had been made to the park compared to when he made an assessment in the previous year were impressive. It was his opinion that the general CPTED improvements, particularly the improved sightlines and lighting, were the key to the reduction in crime.

NZ Police and Heb as park maintenance contractors have been asked to report on any increase in crime and/or vandalism in Central Park since the resolution to remove the cameras. NZ Police have reported an increase in people 'hanging out' in the park at night - mostly in the vicinity of the playground. They have not attributed this to the CCTV trial ending and indeed, it may be that the change is a seasonal one given daylight savings and the warm, dry evenings of the past months. Heb reported no vandalism issues in January or February 2010 and 2 incidences in March 2010 involving a bin and a swing seat in the playground. There was also an incidence of burglary/vandalism at Old Central School during this period; however, there was no forced entry which means it is likely that a user group left the front door unlocked. In any case, that area was outside the range of the CCTV cameras.

CONCLUSION

The Central Park CCTV trial ran from June 2008 to November 2009. During this time a number of additional CPTED improvements were made to the park improving legitimate use, lighting and sightlines. Incidences of illegal behaviour have been low since the improvements were made and expert opinion is that this is attributable to the CPTED improvements rather than the CCTV cameras. In any case, ending the CCTV trial does not appear to have had any discernable negative impacts.

RECOMMENDATIONS

1. That the information be received.

7. COMMUNITY SERVICES

**(b) RAY SMALL PARK SPORTS FIELDS
DRAINAGE**

**REPORTING OFFICER: Nicola Terry
Manager Community Assets**

PURPOSE OF THE REPORT

The purpose of the report is to seek Council direction on the drainage options for Ray Small Park and Prince Edward Park sports fields.

BACKGROUND

Council considered sports field improvements as part of the deliberations on the 2009-19 Long Term Council Community Plan. A budget of \$120,000 was adopted to upgrade the drainage on Ray Small Park in order to improve turf quality, result in fewer closures over winter, provide better visual amenity generally and to meet consent conditions on the closed landfill which do not allow water ponding on the surface.

Following the LTCCP adoption, Papakura Rugby League club contacted elected members and officers with concerns about the number 1 field at Prince Edward Park. The field is in poor condition and as a result home games that would otherwise be played at Prince Edward Park are being relocated elsewhere in the region. This means the club has limited opportunities for raising funds from the club rooms. It appears this field had one of the earliest sand carpets in the country but it has since reached the end of its life and requires a complete renewal.

Sports Surface Design and Management were contracted to provide a report on options for improving the drainage on both the Ray Small Park fields and the Prince Edward Park number 1 field. The report is discussed below.

NARRATIVE

Ray Small Park

The sports fields at Ray Small Park have suffered from significant settlement and low spots and depressions are characterised by ponded water and 'blow-outs' where use of the field during wet weather has removed or significantly thinned the grass cover. The ponding of water breaks a condition of consent for the landfill. It is essential that surface water is removed from the fields and transported away from the former landfill, not allowing it to travel through the imported soil layer to the clay cap below.

There is some stormwater infrastructure which is in good condition and could be used to remove drainage water from the fields. This includes stormwater pipes, cesspits and manholes as shown in the attachment. The CCTV inspections found that there was no major damage to the pipes however, debris such as leaves, grass cuttings etc could enter the stormwater lines and cause blockages over time. There are also two existing perforated pipes on the southern field (closest to Ray Small Drive). These take run off from the fields and/or the surrounding mounds. Unfortunately, these pipes were completely blocked and the material on top of the pipes which should allow water to drain freely has become compacted. This means that the perforated pipes are unlikely to be draining any water.

The Sports Surface Design and Management report offers both short term and long term solutions for Ray Small Park. This recognises the budget available for works this financial year and the constraints regarding the size of the total area to be addressed and the lack of irrigation. The recommended short term solution is to:

- Spray broadleaf weeds and scarify the sports fields surface
- De-compact the surface
- Install new cesspits, new main drains, lateral drain stubs and outlet connections
- Import topsoil and laser level the surface
- Undersow with perennial ryegrass and grow-in new cool season turfgrass
- Dispose of all spoil.

This recommendation aims to smooth surface levels and provide a surface that sheds water off the fields to the edges into effective swale drains. It also installs the beginnings of a comprehensive drainage system in each field that can be added to at a later date when budgets allow. The rough estimate cost for this option is \$125,500 not including any further drainage design.

The long term improvements for Ray Small Park would include completing the drainage system with lateral drains, gravel banding and a sand layer and installing an irrigation system. The rough order costs for the long term improvements would be in the vicinity of \$500,000 not including any design work or consents.

The short term works on Ray Small Park would disrupt the use of the fields for at least one winter season. With Massey Park out of commission at the moment, there is pressure on sports fields in the District and limited options for moving rugby league in the immediate area.

Prince Edward Park Number 1 Field

The number 1 field at Prince Edward Park suffers from poor drainage and surface ponding, localised heavy wear, patchy grass and a boggy surface. The effect of this is that senior games that would otherwise be played at Prince Edward Park are moved to other fields in the region which in turn affects the general morale of the club and the revenue that the club can generate. The sports field contains an old drainage system, possibly one of the first sand carpet fields in the country, however it is not functioning.

CCTV inspections confirmed that the condition of the pipes was very poor with heavy erosion, silt blockages, shifts in the position of the pipes, displaced joints and root growth into the pipes. Because the pipe network is so degraded a 'quick fix' drainage option is unlikely to offer a significant improvement in winter performance. The overall levels of the field were satisfactory, there was no evidence of settlement such as was found at Ray Small Park.

The report outlines a short term and long term solution for the number 1 field. It is important to note that no budget has been provided for upgrading Prince Edward Park sports fields. The short term solution is to install gravel in closely spaced bands and a shallow (20mm thick) sand layer to the top of each band. The gravel bands help to rapidly remove surface water - without a subsurface drainage system they become a sump for surface water. The rough cost estimate for gravel banding one field is \$78,000. The field would be available for use immediately after the gravel banding is complete.

The long term solution for the number 1 field at Prince Edward Park is to repair or replace the drainage system, install irrigation and slit drains/sand carpet or gravel banding. It is unknown what the cost of repairing the existing drains might be, but a rough order cost for the rest of the works is estimated at \$335,000 not including any design work or consents.

Analysis of the Options

There is not enough funding available to complete the short term solutions on both Ray Small Park and Prince Edward Park and the current Council direction is to improve Ray Small Park drainage.

The benefits of completing the short term improvements on Ray Small Park are primarily around meeting the consent conditions for the landfill. The disadvantages are that the fields will be out of commission for at least one winter season and there is already pressure on field allocations due to the Massey Park renovation. The league club also considers that improvements to the number 1 field at Prince Edward Park are a higher priority for them.

The benefits of completing the short term improvements on Prince Edward Park are immediate benefits to the club and no down time on the sports field. However, Council has an obligation to meet the landfill consent conditions on Ray Small Park.

Because of Council's obligations to meet its consent conditions, it is recommended that Council proceed with the improvements on Ray Small Park as well as recommending to the Auckland Council that it considers funding the long term improvements to both Ray Small Park and Prince Edward Park with Prince Edward Park number 1 field as a priority.

The timing of the improvements will now be next spring/summer as the league season has already begun on Ray Small Park. It is expected that Massey Park will be completed in time for winter 2011, which may help take the pressure off field allocations. It is however expected that closing Ray Small Park over the winter season will be a significant inconvenience to the league club and adversely affect their training and games.

CONCLUSION

Both Ray Small Park and Prince Edward Park sports fields are in need of drainage improvements and a report has been received outlining both short term and long term options for improvements. There is insufficient budget to complete the short term improvements on both sites and therefore it is recommended that Council continue with the short term improvements on Ray Small Park in order to meet the conditions of the landfill consent. It is further recommended that Council recommend to the new Auckland Council that it considers funding the long term improvements on both Ray Small Park and Prince Edward Park number 1 field through inclusion of funding in the LTCCP 2012-2022 and Local Board Plans (as appropriate).

RECOMMENDATIONS

1. That the information be received.
2. That the Council confirm that the priority for short term improvements to sports fields be focussed on Ray Small Park.

3. That Council recommend to the Auckland Council that it includes funding of the long term improvements to sports fields on Ray Small Park and Prince Edward Park with Prince Edward Park as a priority in the 2012-2022 LTCCP and Local Board plans (as appropriate).

7. COMMUNITY SERVICES

(c) SAFER PAKURA TRUST REPORT APRIL 2010

REPORTING OFFICER: Leora Hirsh
Manager Community Development

ATTACHMENT: Trust Quarterly Report Jan-March 2010
Trust Customer Satisfaction Surveys
(Attachment No. 3)

PURPOSE OF THE REPORT

The purpose of this report is to provide Council with information on how the Safer Papakura Trust is performing against its performance objectives. This report is for the period 01 January 2010 – 31 March 2010.

BACKGROUND

The Safer Papakura Trust (SPT) was established as a Council Controlled Organisation (CCO) in October 2008 to managing graffiti removal in the District and town centre security on behalf of the Council.

SPT has three long term goals:

- Control and eventual eradication of graffiti vandalism in Papakura District
- A safe and secure Papakura town centre
- Increase employment options for long term unemployed in Papakura.

NARRATIVE

A series of activities and indicators have been agreed as key performance indicators (KPIs). SPT is working towards achieving these goals in an effective and timely manner. The attached report provides clear indication that SPT is meeting its performance targets. Indicators include such things as timeliness of graffiti removal, increasing customer contact directly with SPT, a tagger database, graffiti programmes with schools, adopt-a-spot programmes, regular ambassador services and provision of car-park security at specified times and locations. This report covers the third operational quarter of the 2009/2010 financial year.

Performance against the contract key performance indicators is as follows:

- Effective graffiti removal. January 2010 saw a significant increase in the number of tags removed, nearly double that of January 2009. It is difficult to ascertain if there was a significant increase in tags or a significant increase in the Trust's removal of tags, although could potentially be attributed to school holidays. The number of tags removed in February and March was significantly below that of the same period in 2009 (5000 versus 3100 tags).
- Communication systems. The percentage of graffiti requests for service directly to the Trust continues to increase, confirming that awareness of the Trust is increasing. Communications from the Trust to the community are on track.
- Advice and support for property owners. An Adopt a Spot kit has been developed.
- Intelligence Gathering. The Trust continues to be very proactive in uploading data to the regional tagger database. Also continues to coordinate TAG and GAG intelligence sharing initiatives.
- Community Network for graffiti removal. SPT now has over 101 adopt-a-spot volunteers/families and has exceeded the target of 80 volunteers.
- Provide town centre security, including foot patrols. The full complement of Ambassador patrols have been provided 10am – 4pm weekdays as per the contract. Truancy numbers were down significantly in this reporting period, partially attributable to school holidays. This performance indicator is being consistently met.
- Car Park Security. Security has been provided at both car parks as per the hours stipulated in the contract.
- Secure a broader funding base. The Trust continued to broaden its funding base and complete private painting and security contracts. The Trust has achieved its targets for this KPI.

SPT is continuing to provide service above the specifications of its funding deed, particularly in terms of the rail corridor beautification project and innovative monitoring and deterrent systems.

RECOMMENDATIONS

1. That the information be received.

8. ROADING AND TRANSPORT

**(a) TRANSPORTATION AND ROADING
REPORT APRIL 2010**

REPORTING OFFICER: **Clem Reeve**
Transportation & Roading Assets Manager
Richard Firth
Capital Works Manager
Rakesh Gupta
Works Operations Manager

PURPOSE OF THE REPORT

The purpose of this report is to provide the Operations and Monitoring Committee with an update on transportation and roading activity during the period of February 2010 and March 2010.

BACKGROUND

This report details work group actions in asset planning, capital projects and operations and maintenance.

NARRATIVE

Asset Planning

Mill Road

The consultation period for the Mill Road Project closed on 15 February 2010. Consultation feedback will be presented through a workshop and through the final Corridor Study report around mid calendar year.

Spartan Road Right Turn Prohibition

Monitoring of traffic flows and road safety on roads in the Takanini area to assess any impacts of prohibiting the right turn from Spartan Road onto Great South Road is continuing. A set of annual traffic counts has recently being undertaken on a number of roads in the Takanini area. The following table compares the most recent counts with counts from the previous two years, (both of which were before the Spartan Road changes were made).

Location	Weekday Average Daily Traffic Volume (vehicle per day)		
	Mar 2010	Mar 2009	2008
Spartan Rd (east of Great South Rd)	4,907	6,088	5,641 (Aug)
Oakleigh Ave (south of Spartan Rd)	3,106	n/a	3,508 (Mar)
Manuroa Rd (east of Oakleigh Ave)	8,036	10,259	9,981 (Mar)
Manuroa Road (west of Oakleigh Ave)	9,740	11,033	11,069 (Feb)
Takanini School Rd (north of Manuroa Rd)	2,740	5,257	2,964 (Mar)

It is noted that the section of Porchester Road between Walters Road and Airfield Road was closed when the March 2010 counts were undertaken, which may have affected the most recent traffic counts. Until Porchester Road re-opens in June, it is not possible to make a conclusion on the effects that the right turn prohibition from

Spartan Road has had on traffic volumes on other roads in Takanini. However, current traffic flows appear to be significantly lower on the roads being monitored when compared to both the 2008 and 2009 counts.

Regular on site monitoring (at least once a week) of the intersection of Oakleigh Avenue and Manuroa Road has also been carried out due to concerns raised by a local resident. During all site visits the intersection was observed to operate well and vehicle delays and queue lengths were considered reasonable. The only instances when a significant queue was observed on Oakleigh Avenue (maximum of 15 vehicles) were when the barrier arms at the level crossing on Manuroa Road were down for an unusually long period, (due to two consecutive trains passing the level crossing). This resulted in a queue of traffic from the railway crossing on Manuroa Road extending past Oakleigh Avenue, and in turn a queue forming on Oakleigh Avenue. Once the barrier arms on Manuroa Road were raised, the queue of traffic on Oakleigh Avenue dispersed within a few minutes.

A request has also been made to the Traffic Management Unit to review and optimise the signalised intersection of Great South Road and Manuroa Road and other adjacent traffic signals. This will ensure that the signal settings are updated to operate efficiently with the altered traffic flow patterns resulting from the right turn prohibition at Spartan Road.

Requests for Pedestrian Crossings

Requests have recently been received to install a pedestrian (zebra) crossing at the following locations:

- Manuroa Road (near Takanini School Road), and
- Papakura-Clevedon Road (between Brightwell Street and Robb Street).

Pedestrian and vehicles counts will be carried out at these locations in May 2010 to assess their suitability for a zebra crossing in accordance with NZTA guidelines. The results will be reported back to a subsequent meeting of the Operations and Monitoring Committee.

Ardmore School 40 km/h School Speed Zone

A works order for the physical works to implement the threshold treatments and 40 km/h variable school speed zone on Papakura-Clevedon Road outside Ardmore School has been given to the Council maintenance contractor. The 40 km/h zone and other associated works are expected to be complete by the end of June 2010. Council's request to advise the Minister of Education on their concern in regard to lack of provision for on school parking, has been undertaken.

Land Transport Rule: Vehicle Dimensions and Mass Amendments 2010

On 31 March 2010, the Minister of Transport announced changes to the Land Transport Rule: Vehicle Dimensions and Mass Amendments, which comes into effect on 1 May 2010. The rule allows high productivity vehicles (HPV) weighing up to 53 tonnes to operate under permit. These permits are to be issued by road controlling authorities (Councils and NZTA) for roads under their control. The permits will control which routes the high productivity vehicles can use.

The rule amendment is likely to result in Council receiving applications in the immediate future from companies wanting to operate trucks with a gross weight up to 53 tonnes on certain roads in the District from 1 May 2010. In determining which routes are suitable for vehicles weighing up to 53 tonnes, consideration will be given to the impacts of the heavier vehicles on the road pavement and bridges on the routes.

As a minimum, the following routes are necessary to be considered for use by vehicles with a gross weight up to 53 tonnes:

- Routes between SH1 and Stevensons Quarry
- Route between SH1 and Winstones Quarry
- The existing over-weight route through the District along Great South Road, (with diversion around the Town Centre)

Other routes will be considered in the future as requests are received from companies to operate trucks with a gross weight up to 53 tonnes.

The existing Overweight Permit system will continue to operate for divisible and indivisible loads exceeding 44 tonnes and for loads less than 44 tonnes that exceed as of right axle weights.

HPV permits will not be available for indivisible loads.

CCTV Cameras

All CCTV cameras installed on the roading network at 4 intersections are now operating and are capable of being monitored by the Traffic Management Unit. There are over 100 CCTV cameras in the Auckland region as part of the traffic management system.

It is planned that a further 5 cameras will be installed over the next 2 years enabling full coverage of the traffic signals on the Great South Road and the Town Centre.

Capital Works Projects

Capital works projects are significant projects undertaken to enhance and improve Council's roading infrastructure.

The following provides an update on current capital works projects for the 2009/10 Programme to the end of March 2010.

Projects in construction:

i) Pavement Rehabilitation Works

The roads that have been programmed for rehabilitation and improvement under the rural road programme for 2009/2010 are:

- Settlement Road (Marne Road to Hunua Road)
- Hunua Road (Boundary Road to Hunua Gorge Bridge, or part thereof)
- Kaipara/Ohiwa Roads (100m east of Heard Road to 350m west of Heard Road).

The 2009/2010 Pavement Rehabilitation Works contract has been awarded to HEB Construction Ltd.

Works are substantially complete on Settlement Road with only the traffic island at the Settlement-Marne roundabout being outstanding.

Works are also substantially complete on Kaipara Road. A quality issue has arisen with the chip seal surface laid on Kaipara Road. This is currently being resolved with the Contractor and Consultant to obtain an acceptable method for remediation.

Works continue on Hunua Road and the Contractor is confident that the road surface will be chip sealed by 30 April. This will be followed by a layer of asphalt after an initial settling period of 3-4 weeks.

- ii) Porchester Road – Airfield Road to Walters Road, (Stage 1)
This contract for the improvements of the first, (southern) stage of Porchester Road has been awarded to Fulton Hogan Ltd.

Works are progressing well within the full closure. Issues with Vector has required Fulton Hogan to modify their methodology to suit by excavating and constructing the carriageway up to Sub-grade on the western side of the road while Vector continue work on the undergrounding and removal of the existing overhead power lines on the eastern side.

The project is on target to be completed in late May.

- iii) Princess Street & Station Road Gobi Block Replacement
This contract is for the removal of the existing gobi-block paving and associated stormwater drainage system improvement on the Princess Street and Station Road in Takanini. This contract was awarded to HEB Construction Ltd.

The stormwater component of the works is progressing well and the Contractor has encountered a less than expected number of buried tree stumps. The carriageway construction team are currently working on the western side of Princess Street. The contract is on target for completion in late May.

- iv) Footpath Renewal Contract – Northern Section
This contract is for the replacement of sections of footpath with the condition rating of 4, (poor) or 5 (very poor) and has been awarded to HEB Construction Ltd

Work within this contract has started slower than expected, and we are working with the Contractor to improve their performance. Nevertheless, it is still anticipated that works on site will be completed in June 2010.

Projects in the pre-construction phase:

- i) Porchester Road – Airfield Road to Walters Road (Stage 2)
The project to improve Porchester Road includes replacing and widening the existing road surface to form part of a new road corridor. Provisions have been made within this corridor for on-street parking, lighting, traffic lanes, a central safety lane, planting, cycle lanes and footpaths. Construction will be undertaken through two or three separate contracts as detailed below:
- Stage 1 is progressing at present.
 - Stage 2 (northern section) design is being finalised and work is progressing on the acquisition of adjoining land required for the construction of the wider carriageway
 - Stage 3 of the Porchester Road project will be the construction of the new Porchester Road and the Takanini high street intersection. The design of this intersection based on the concept is well advanced and the intersection traffic modelling has been undertaken to ensure that it will perform efficiently, (based on the forecasted traffic volumes).

Due to land acquisition and drainage issues in stage 2 of the works stage 3 will soon be proposed to progress in advance of stage 2.

- ii) Railway Street West Reconnection

The contract for the removal of the old bus depot building was awarded to Henderson Demolition Ltd. The old bus depot building has been removed and the Contract completed.

Beca are currently progressing with the detailed design component of the reconnection and we anticipate releasing a tender for this work in July-August 2010.

- iii) Great South Road and Porchester Road temporary footpaths
The tender evaluation for this contract has been completed and will be awarded in April. Completion is scheduled for May 2010.

- iv) Great South Road to Beach Road Slip Lane
Work is continuing on the design of the left turn lane proposed for northbound traffic turning from Great South Road to Beach Road.

The design consultant is currently investigating the underground services in this area and the design for the appropriate modification for the existing veranda that now protrudes into Council land. It is expected that construction work will now commence in May 2010.

Contracts in Maintenance:

Capital projects have a period after construction where the contractor remains responsible for defects and maintenance. These are for a varying period depending on the outcome performance requirements.

During February/March the following projects were completed and are now in their maintenance period.

- i) Spartan Road – Great South Road intersection.
The contract for the safety improvements to the Spartan Road and Great South Road intersection was completed on 5 February 2010.

Operations and Maintenance

Council has contracts for roading maintenance services with HEB Smithbridge Limited for roading works and maintenance, Abandoned Vehicle Services Ltd for abandoned vehicles, and CSL Traffic Ltd for streetlight repairs and renewals.

This summarises the maintenance work carried out and key forward planning on the District roading network.

Roading Works and Maintenance Contract PDC 06/01 (HEB Smithbridge Ltd):

- Contract Performance Measures
Regular auditing of the Contractor's performance has been carried out for January and February 2010. The result was an average score of 952/1000 (minimum acceptable is 700).
- Emergency Work
No major emergency situations have arisen in the period. Responses to minor incidents have been dealt with as required.
- Reseals for 2009/10
The total reseal programme for 2009/10 covers approximately 21km of chip seal and 3km of asphaltic concrete/hotmix (AC). All the resealing works for this financial year have been completed.
- Footpaths

A monthly and three monthly forward programme for footpath repairs and renewal works are developed based on customer requests and monthly inspections. This financial year, 3.0 km of footpath has been repaired or renewed by the end of March 2010.

- **Street Furniture**

Routine cleaning and inspections of bus shelters, bins and other street furniture is carried out on a cyclical basis. Urgent repairs to bus shelters or other street furniture are carried out as required and other work is included on the planned maintenance schedule or as future renewal work.

Three bus shelters have been replaced this year in Great South Rd.

- **Chemical Weed Control**

The bimonthly cycle of spraying for weed control in urban areas on kerb and channels, footpaths, walkways and car parks was completed in February 2010. The next round of spraying is programmed for April 2010. A round of rural spraying was completed in March 2010.

The Committee previously raised concerns that some of the vegetation is not being eradicated under current chemical control performance. Investigations revealed that one of the most prevalent weed not killed by the controlled spray (as per contract) was nut grass. The spraying contractor has trialled new spray regime for the control of nut grass using higher concentrated chemicals permitted under the contract. This trial occurred in Flanagan Road where there is a heavy seasonal infestation of nut grass. The trial was carried out in early March 2010 using a mix of double strength glysuphate with a wetting agent. The spray seems to be having an effect but it is not conclusive as summer seasonal weeds have begun to die off all over the network. The Contractor is recommending that the new formula be used on approximately half of the rural roads with similar infestations for the November and January spray runs. This trial will be implemented.

- **Road Marking**

Annual road marking of the District will start in April 2010 and be completed by June 2010.

- **Mowing**

A round of rural mowing for the district was undertaken in February 2010. The next round of rural mowing will be carried out in April 2010.

Abandoned Vehicles (Abandoned Vehicle Services Ltd)

Vehicles reported as abandoned were investigated and either returned to their owners or declared abandoned and towed by Council as shown in the following table:

Period	Reconciled (without tow)	Towed	Unresolved	Total
February 2010	1	0	0	1
March 2010	3	0	0	3
Total Feb – Mar 10	4	0	0	4
Total for 09/10	32	0	0	32

Streetlights (CSL Traffic Ltd)

Streetlight maintenance work has been carried out in response to customer service requests and routine inspections. Routine streetlight inspections of the entire network are a contract requirement.

The streetlight upgrade programme for the current year is programmed for April – June 2010 for the following sections of road:

1. Intersection of Queen St and Green St. (completed)
2. Great South Rd from Takanini interchange to Taka St.

RECOMMENDATION

1. That the information be received.

9. WATER ISSUES

**(a) STORMWATER MANAGEMENT REPORT
APRIL 2010**

REPORTING OFFICER: **Kieren Daji**
Stormwater Assets Manager

PURPOSE OF THE REPORT

The purpose of this report is to provide the Operations and Monitoring Committee with an update on stormwater services during the period of February 2010 to March 2010.

BACKGROUND

This report details stormwater asset planning, capital projects and maintenance.

NARRATIVE

Asset Planning

Integrated Catchment Management Plans (ICMP)

This project is progressing as described below:

- Central Papakura
- Slippery Creek
- Drury Creek – Hingaia South

Draft versions of the three ICMP reports have been completed. The draft reports include a list of non-structural and structural management options for improving the management of stormwater in the catchment.

- Drury Creek – Hingaia Stream

A draft version of the Hingaia Stream ICMP report is programmed for completion in April 2010. This ICMP is a joint project between PDC and FDC, with PDC as the project's lead organisation. The draft report will include a list of non-structural and structural management options for improving the management of stormwater in the catchment.

Existing Network Condition Survey and Risk Analysis

The existing asset data has been analysed to produce a draft list of critical assets. This list is currently under review and will be used to produce a prioritised condition survey programme for the 2009/10 financial year and beyond.

Stormwater Quality Devices Operations & Maintenance Manual

GHD has been engaged to produce a comprehensive operations and maintenance manual for public stormwater quality devices which will assist with the contract specification and monitoring.

Stormwater Asset Management Plan Update

The asset management plan has been updated from the conclusion of the 2009/19 LTCCP and forms the basis of stormwater management from 1 July 2009.

New Raingauge

A second raingauge for Papakura will be installed at the Watercare site in Kaipara Road. Discussions with Watercare are near completion regarding installing this raingauge.

Capital Projects

The following capital works projects are currently in the design phase:

- **Chichester Drive Stormwater**
Additional capacity is needed to take stormwater under the motorway from the Chichester Drive area west of Tairere Crescent to a watercourse on the western side of the motorway.

Discussions with ARC are in progress with regard to the consenting requirements for this project.
- **Chichester Drive (South) Stormwater**
Additional capacity is needed to take stormwater under the motorway from the Chichester Drive area in close proximity to Joanne Place to a watercourse on the western side of the motorway.
- **Waterview/Arimu Road**
The Waterview upgrade is required to cater for the stormwater flows from the upper catchment. GHD has been engaged to undertake the forward design works for this project.
- **Slippery Creek stream channel erosion protection works**
Consultants (CPG) have been engaged to undertake forward design of erosion protection works for Slippery Creek as recommended by the draft Slippery Creek ICMP.
- **Greenhaven Avenue Flood Protection**
Modelling results show that about 19 houses on Greenhaven Avenue will be at risk of flooding in a 100 year storm event under the maximum permitted development scenario. Consultants (CPG) have been engaged to complete the forward design of an engineering solution to mitigate flooding of habitable floors.
- **Greenhaven Avenue Stormwater Quality**
The existing open drain at Greenhaven Avenue serves a contributing catchment of about 81ha, which comprises mainly residential development, but also includes a portion of the railway station and the park and ride facility. Consultants (CPG) have been engaged to undertake the forward design of a stormwater quality solution to treat run off from this subcatchment to ARC guideline requirements as recommended by the draft Slippery Creek ICMP.
- **Drury Industrial Stormwater Upgrades**
The Drury industrial area has a lack of stormwater reticulation systems, which has resulted in frequent nuisance flooding on Creek and Firth streets and some properties along the overland flow paths. Beca Infrastructure Ltd has been engaged to undertake forward design of improvements in this location to mitigate these issues.

- Gills Avenue Pond Improvement
The Gills Avenue pond receives stormwater runoff from portions of the Old Wairoa Catchment that do not drain into the McLennan Wetland. Improvements at the Gills Avenue Pond are required to assist Council in achieving its vision for the future community use of the inlet area. Investigation and design of improvements to this pond are currently in progress.

Maintenance

Council's contract with Transpacific Industrial Solutions provides routine network maintenance and reactive works on the stormwater network. For the period from Feb 2010 to the end of March 2010, Council received 18 public complaints about stormwater. These were due to pipeline blockages, manholes requiring repair and general maintenance matters. All complaints have been dealt with.

Routine inspections of open drains and streams, manholes, inlets/outlets, treatment ponds and separation units are carried out as part of the contract works. Any reactive/minor work required that is identified during the inspections is programmed within the available budget.

The following routine maintenance works have recently been completed:

- Manholes, Inlet/Outlets, Ponds and CCTV inspection, flushing and root cutting of pipelines at various locations in the District
- Open drain cleaning at several locations.

The following minor works have been completed:

- Manhole lid level raising, locating and replacing lid works at various locations in the District
- Sub-surface drainage work at 29-31 Coulthard Terrace.

ICMP modelling has reviewed the capacity of the existing stormwater system. Some manholes have been identified which could come under extreme load during high intensity rain storms where manhole lids may be dislodged. A list of these manholes with maps has been supplied to Council's Stormwater maintenance contractor for preventive action.

Wai Care Education Programme

Wai Care provides water quality monitoring, education and action programmes for community groups and schools. Key activities for February and March 2010 are as follows:

- In class lessons have been delivered at Red Hill School. The School has rejoined the Wai Care programme and has adopted the stream at Keri Downs Reserve.
- A field session (stream life sampling) was conducted for the Papakura High's School Environmental Council. They have adopted the Short St/Greenhaven Reserve.
- The Matamua Girl Guides have completed a stream clean up at McLennan Park and have earned their water badge. They are looking into adopting the Papakura Stream.
- The Department of Corrections Community Services Wai Care Group continues to provide native plant care at the riparian plantings at both McLennan Park and the Keri Downs Reserve.

- Over 3200 kilograms of rubbish have this year been cleaned out of our local streams by the Clean Streams in Reserves project being carried out by the Dept. of Corrections.
 - A large area of invasive weeds has been cleared on the north side of the Slippery Creek. The next step in the project will be spraying planting areas prior to the planting events.
 - Students and parents undertook stream quizzes and enjoyed the eel in an aquarium at the Wai Care stand at the recent Canoe day.
 - The annual Wai Care Expo will take place on 24 April at UniTech and includes the annual Wai Care Awards.
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RECOMMENDATIONS

1. That the information be received.

10. WASTE MANAGEMENT

11. OTHER OPERATIONAL MATTERS

12. NOTICES OF MOTION

13. CONFIDENTIAL

- (a) REFUSE AND LITTER SERVICES CONTRACT NUMBER PDC/05/28 – ONE YEAR EXTENSION
 - (b) PARKS MAINTENANCE SERVICES CONTRACT NUMBER PDC/07/12 – ONE YEAR EXTENSION
 - (c) REFUSE BAG MANUFACTURE AND DISTRIBUTION CONTRACT NUMBER PDC/06/04 – EXTENSION
 - (d) PAPAKURA STORMWATER SYSTEMS OPERATION AND MAINTENANCE CONTRACT NUMBER PDC/07/18 – ONE YEAR EXTENSION
 - (e) INORGANIC REFUSE COLLECTION 2010 TENDER RECOMMENDATION – CONTRACT PDC/10/03
 - (f) CONIFER GROVE LIFELINES INVESTIGATION PROJECT
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RECOMMENDATION

1. That Council move into public excluded session. The general subject matter to be considered, the reason for passing this resolution in relation to each matter and the specific grounds under s. 7 (2) i of Local Government Official Information and Meetings Act 1987 are:

Item	Reason	Grounds
13(a) Refuse and Litter Services Contract Number PDC/05/28 – One Year Extension	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(b) Parks Maintenance Services Contract Number PDC/07/12 – One Year Extension	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(c) Refuse Bag Manufacture and Distribution Contract Number PDC/06/04 – Extension	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(d) Papakura Stormwater Systems Operation and Maintenance Contract Number PDC/07/18 – One Year Extension	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
13(e) Inorganic Refuse Collection 2010 Tender Recommendation – Contract PDC/10/03	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i

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13(f) Conifer Grove Lifelines Investigation Project	Enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial or industrial negotiations).	s. 7 (2) i
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