



Kawhia Community Board

AGENDA

12 December 2014

1.00pm

Members of the Kawhia Community Board

Mr CE Jeffries (Chair)
Ms A Gane
Mrs DM Pilkington
Mr AJ Rutherford
Mr DM Walsh

Meeting Secretary: Mr CA Tutty (Governance Supervisor)

KAWHIA COMMUNITY BOARD

12 December 2014

Notice is hereby given that an ordinary meeting of the Kawhia Community Board will be held in the Community Meeting Room, Jervois St, Kawhia on Friday 12 December 2014 commencing at 1.00pm.

5 December 2014

DC Clibbery
CHIEF EXECUTIVE

AGENDA

ORDER OF BUSINESS:

ITEM	PRECIS	PAGE
PRESENT		1
IN ATTENDANCE		1
APOLOGIES		1
ITEMS TO BE CONSIDERED IN GENERAL BUSINESS		1
CONFIRMATION OF MINUTES – 26 SEPTEMBER 2014		1
REPORTS		1
Item 38	KAWHIA MEDICAL CENTRE ROOF	1
Item 39	VARIATION TO CONTRACT 1005 KAWHIA, AOTEA & OPARAU MOWING	3
Item 40	CONSTRUCTION OF NEW PEDESTRIAN PATH	8
Item 41	APPLICATION FOR TEMPORARY ROAD CLOSURE – KAWHIA MOANA KAI FESTIVAL	20
Item 42	KCB PROPOSED SCHEDULE OF ORDINARY MEETINGS DATES FOR JANUARY TO DECEMBER 2015	22
Item 43	MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2014	23
Item 44	KCB MATTERS REFERRED FROM 26 SEPTEMBER 2014	24
GENERAL		24

PRESENT

IN ATTENDANCE

APOLOGIES

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

CONFIRMATION OF MINUTES – 26 SEPTEMBER 2014

REPORTS

Item 38 KAWHIA MEDICAL CENTRE ROOF

**To: Chairperson and Board Members
 Kawhia Community Board**

From: Engineering Manager

Date: 12 December 2014

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
-

Executive Summary

Approval for additional expenditure is sought in respect of replacing the roof of the Kawhia Medical Centre.

Staff Recommendation

It is recommended:

That the Kawhia Community Board approves expenditure of \$20,500 for the purpose of replacing the roof of the Kawhia Medical Centre.

Report Discussion

It is planned to replace the roof of the Kawhia Medical Centre during the current financial year to address persistent leakage of water into that building.

A budget allocation of \$12,000 was made for this purpose, which was based upon an estimate provided by a Kawhia builder.

Recent attempts to award this work have received a poor response from contractors, presumably because of the general reluctance of tradesmen to travel to Kawhia if more local work is available. Only one tender has been received, with a GST exclusive price of just over \$17,000 for a 'like for like' roof replacement, but this tenderer has expressed a view that some leakage may also be associated with the current configuration of the roof, and that it would be advisable to make some modification to the roof and gutters that would increase the price of the works to approximately \$20,500. Council staff believe that there is merit in the proposed modifications.

The variance between the allocated budget and the received tender prices are substantial on a relative basis, and hence it is felt that staff should not award the work without approval from Council and the Kawhia Community Board, since this building is jointly funded by Kawhia and the District.

The alternative of deferring the work to perhaps obtain a better price next year has been considered, but it is understood that the leakage of water into this building has been occurring for some time, and because of the importance of maintaining a medical practice in Kawhia it is considered desirable to remedy this issue fairly promptly. There is also no assurance that a further invitation to tender at a later date would draw a better response than that currently received.

This matter was referred to Council at its meeting of 18 November 2014 , and Council have given approval for this larger expenditure on the condition that it was also approved by the Kawhia Community Board, as it was understood that at least one member of the Board felt that the \$20,500 figure was excessive.

Approval is therefore sought from the Board for this expenditure outside of the allocated budget, which is to be jointly funded by Kawhia and the District.

Accurate estimation of budgets for building works continues to pose a challenge. Following a number of unreliable cost estimates for such works Council moved away from the previous practice of staff preparing estimates themselves to seeking estimates from builders, but unfortunately this approach is also not consistently providing estimates that align well with subsequent quotes or tenders.

Dave Clibbery
ENGINEERING MANAGER

Item 39 VARIATION TO CONTRACT 1005 KAWHIA, AOTEA & OPARAU MOWING

To: Chair & Members
 Kawhia Community Board

From: Community Facilities Officer

Date: 12 December 2014

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Manage the natural and physical environment in a sustainable manner
 - Foster an involved and engaged Community
-

Executive Summary

A variation to the current mowing contract is proposed to help keep the town tidy. The areas involved are on the corner of Ahurei and Waiwera Streets and on corner of Hone and Waiwera Street

Staff Recommendation

It is recommended:

That the report be received and the mowing of the two areas described in the report be added into Contract 1005 as Variation #1 at the quoted price of \$2,520.00 per year.

Report Discussion

The two areas shown in the attached photographs had been mowed by the previous contractor as an 'add on' to that contract, but were not included in specification when the new contract was tendered.

These two areas are road reserve with steep banks and are larger than the usual road reserve areas normally mowed by ratepayers. The areas are also separated from the adjacent private properties by driveways serving some of those properties. As such these areas do not have the close association with a particular private property that is generally the case with private frontage mowing. It is therefore considered appropriate that these areas are mowed under the Council contract.

An annual price of \$2,520 has been quoted by the contractor for the additional mowing of these areas.

There will also be an initial one-off cost of \$580 to clean up the Hone St area #2 which hasn't been mowed for quite some time and has grass clippings and prunings dumped on it. This area will have to be weed-eaten rather than mowed due to its steepness.

The current contract price is \$45,000 excluding GST which includes Kawhia, Aotea and Oparau.

Dianne Hooker
COMMUNITY FACILITIES OFFICER

Attachments

- a. Map of Area 1
 - b. Map of Area 2
 - c. Photos
-

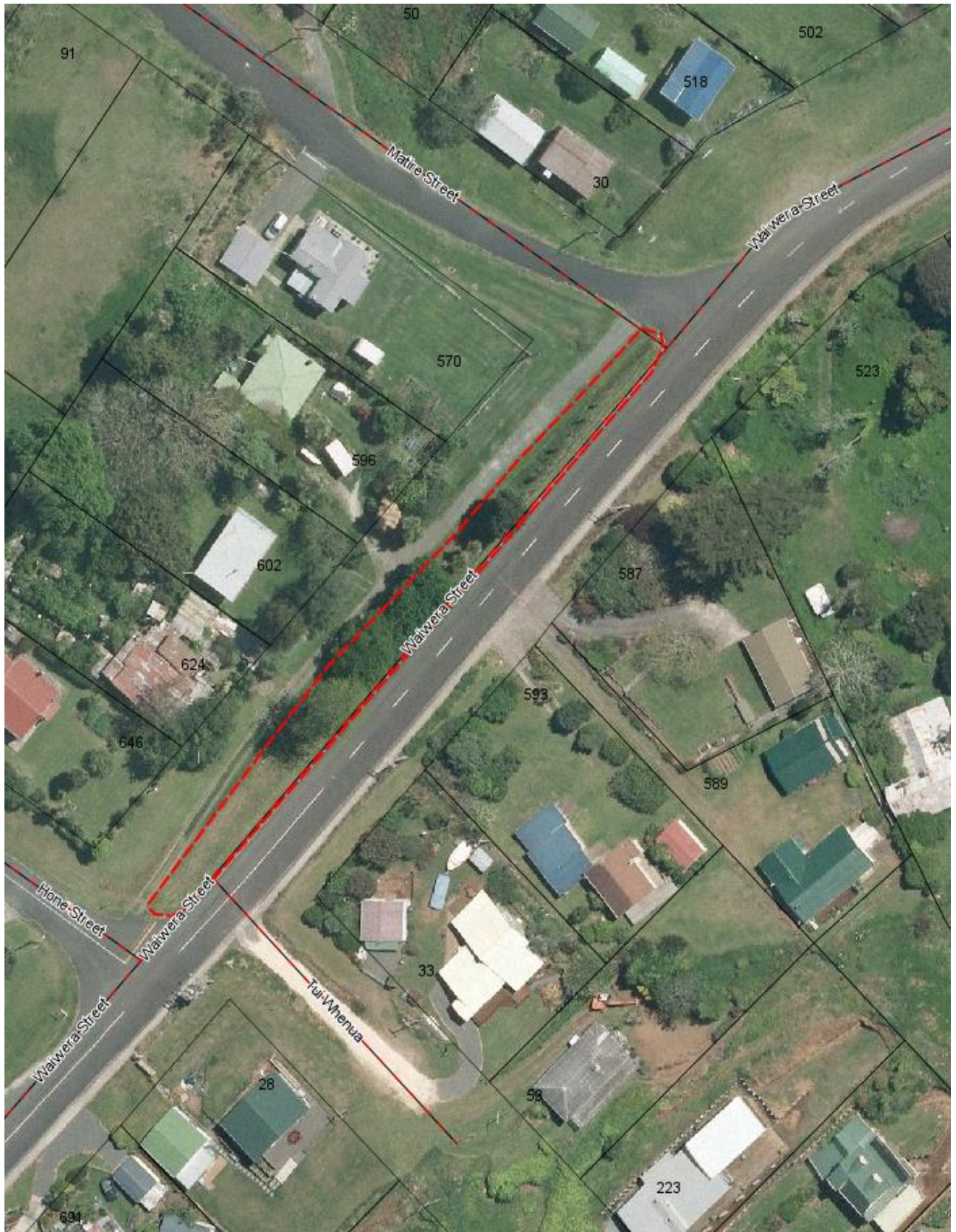
Area 1 - Variation to C1005 Mowing, cnr Ahurei and Waiwera Sts.

Print Date: 22/10/2014
Print Time: 2:09 PM



Area 2 - C1005 - Variation to mowing - Cnr Hone and Waiwera Sts.

Print Date: 22/10/2014
Print Time: 2:12 PM



Photos of Variation to Contract 1005 – Kawhia Mowing



Corner of Hone St – Area 2





Corner of Ahurei St – Area 1



Item 40 CONSTRUCTION OF NEW PEDESTRIAN PATH

**To: Chairman and Members
 Kawhia Community Board**

From: Engineering Manager

Date: 12 December 2014

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Ensure services and facilities meet the needs of the Community
 - Manage the natural and physical environment in a sustainable manner
-

Executive Summary

The Kawhia Community Board has requested investigation of the construction of a new pedestrian path along Pouewe Street between Motutara Street and the garage.

Four options for such a path have been considered:

- A 2.0 m wide concrete path in combination with a 2.0 m wide elevated timber boardwalk along the estuary from the service station to Motutara Street;
- A 2.0 m wide concrete path in combination with a timber retaining wall and fill from the service station to Motutara Street;
- A raised kerb-and-channel and concrete path along Pouewe Street on the estuary side, from the service station to Motutara Street;
- A 2.0 m wide and 160 m long elevated timber boardwalk only along the estuary, at the narrowest part of Pouewe Street.

Staff Recommendation

It is recommended:

That the report be received.

Report Discussion

The Kawhia Community Board recently considered the construction of new footpaths in the community, and it was agreed that a highest priority would be the construction of a footpath along Pouewe Street between Motutara Street and the garage.

Constructing such a 300 m long path will not be straightforward as the road shoulders on the estuary side are very narrow for much of this length, and the construction of alternative options are likely to be expensive. Despite the potentially high construction cost the Board indicated a desire to further investigate the construction of such a pedestrian path, with a suggestion made that a timber walkway along the shore might be a particularly attractive feature.

Council's Engineering Officer (Projects) Jan Swanepoel has conducted this investigation and written the bulk of this report.

Four options are further discussed below, for consideration.

Pedestrian Path Options

Option 1: Construct a 58 m long and 2.0 m wide concrete path across the gently sloping grassed reserve, east of the service station, followed by a 2.0 m wide elevated timber boardwalk along the estuary margin - adjacent to Pouewe Street - to Motutara Street. This pathway option is likely to be expensive to construct. It is also likely to be the most aesthetically pleasing option as a result of its location and character, however it may raise some significant environmental construction concerns as a result of its location.

Option 2: Construct a 300 m long and 2.0 m wide concrete path and timber retaining wall and fill, from the service station to Motutara Street. As is the case with Option 1, this pathway option is also likely to be expensive to construct, but is probably less attractive and would also raise some significant environmental concerns as a result of its location and nature.

Option 3: Construct a 300 m long raised kerb-and-channel and 2.0 m wide concrete path along Pouewe Street, from the service station to Motutara Street. This path option will be less expensive to construct, but is probably the least attractive option. There are also some safety concerns associated with this path following Pouewe Street as a result of the small separation from the westbound traffic stream.

Option 4: Construct a 160 m long and 2.0 m wide elevated timber boardwalk only along the estuary margin, at the narrowest part of Pouewe Street, with pedestrians walking along the roadside (as they currently do) for the remainder of the length.

Resource Consents

As part of the preliminary investigations and consideration of the various path options, Waikato Regional Council was approached to gain an understanding of the potential resource consent requirements and processes, and any impediments that could apply to particular options.

Waikato Regional Council's comments in respect to consent requirements are summarised as follows.

With respect to Options 1 and 4, a consent will likely be required for:

- Any activities in the Coastal Marine Area (CMA - coastal water up to Mean High Water Springs) including the construction, use of the boardwalk/pathway and the occupation of space in the CMA, also construction and maintenance related vehicle use;
- Earthworks in a high risk erosion area which includes land within 50 m of the CMA or on slopes greater than 25 degrees and involves soil disturbance of more than 250 m² or less more than 0.2 ha. (Some other conditions apply – those should be checked if the above does not apply);

Supporting information as part of Council's application should include:

- Engineering assessment (structural integrity) that the boardwalk will withstand local coastal conditions;
- Sediment controls for the proposed earthworks to minimise sediment discharges to the CMA and disturbance of the CMA from vehicle use;
- Effects on known archaeological sites;
- Assessment of the ecological significance of the CMA at the location and associated effects (including effects on avifauna, seagrass and benthic communities and any other ecological features as identified in the assessment);
- Assessment of cultural effects – it is recommended by WRC to consult with the local iwi and obtain their written approval or at least identify their concerns (if any) and how those may be mitigated;
- Consultation with the Department of Conservation to provide their written approval or comments.

With respect to Option 2 - where proposed the fill is to occur in the CMA, and hence is a reclamation of the CMA - an assessment of the significance of the CMA at the location needs to be made and what the effects of habitat loss would be, as well as an assessment of the structure in terms of altering local coastal processes. In addition, similar supporting information for the application as identified for Option 1 would be required. Generally, without any site specific ecological assessment information, the reclamation is considered to have greater adverse effects than a boardwalk. Hence the consent process may be more complex and controversial.

If fill occurs on land and the timber retaining wall is vertical and an extension of the seawall on the landward side, then the following information will need to be included with the application if an earthworks consent is required:

- Sediment controls for the proposed earthworks to minimise sediment discharges to the CMA and disturbance of the CMA from vehicle use;
- Effects on known archaeological sites;
- Assessment of cultural effects – it is recommended by WRC to consult with the local iwi and obtain their written approval or at least identify their concerns (if any) and how those may be mitigated.

With respect to Option 3, if earthworks requires consent, the application should include:

- Sediment controls for the proposed earthworks to minimise sediment discharges to the CMA and disturbance of the CMA from vehicle use;
- Effects on known archaeological sites;
- Assessment of cultural effects – it is recommended by WRC to consult with the local iwi and obtain their written approval or at least identify their concerns (if any) and how those may be mitigated.

Based on the information received from WRC it does not appear that any of the suggested options is unachievable. The greater consent requirements associated with the small scale coastal required for option 2 will however result in some increased administrative/technical cost.

Cost Estimates

Rough order construction cost estimates (exclusive of GST but inclusive of overheads, consents and all other associated expenses) have been prepared for each of the above pathway options, based on preliminary concept designs. These indicated cost are as below.

Option 1	Option 2	Option 3	Option 4
\$215,000	\$230,000	\$104,000	\$147,000

In terms of long-term maintenance and cost of ownership, it is envisaged that a concrete path and timber retaining wall (Option 2) is likely to be the most maintenance intensive and costly, and a raised kerb-and-channel and concrete path (Option 3) the least maintenance intensive and most affordable.

If a choice was to be made between options 1 and 2 (which are clearly the most complete solutions) then it would appear that option 1 (timber boardwalk and connecting concrete paths) would be preferable as this appears to offer slightly lower costs for both installation and maintenance, and is less challenging in respect of consenting.

Funding

All of the options have construction costs that are very high in relation to normal concrete footpath construction (cost expected to be around \$15,000 per 100 metres), the average

pedestrian volume (likely to be very low outside of the peak summer holiday period) and the funding currently available (around \$10,000 for new footpath construction every 2nd year, and a 'sundry roading' allowance of \$10,000 per annum). There is also no history of road safety incidents associated with this location.

The Kawhia community does not currently have any significant accumulated funds, and whilst there is an intention to sell some community property in the future, some of this as yet un-received revenue has already been committed to the foreshore reserve sea wall.

As such the funding of any of the path options appears challenging.

Whilst the current discretionary roading budget averaging \$15,000 per annum could be used to repay a loan for the construction of some of these options, doing so would eliminate funding available for discretionary use by future Community Boards for many years, which may not be appropriate.

The remaining alternative is for the work to be funded in a similar manner to the foreshore seawall, by raising a debt against a wholly Kawhia funded account such Kawhia Community property.

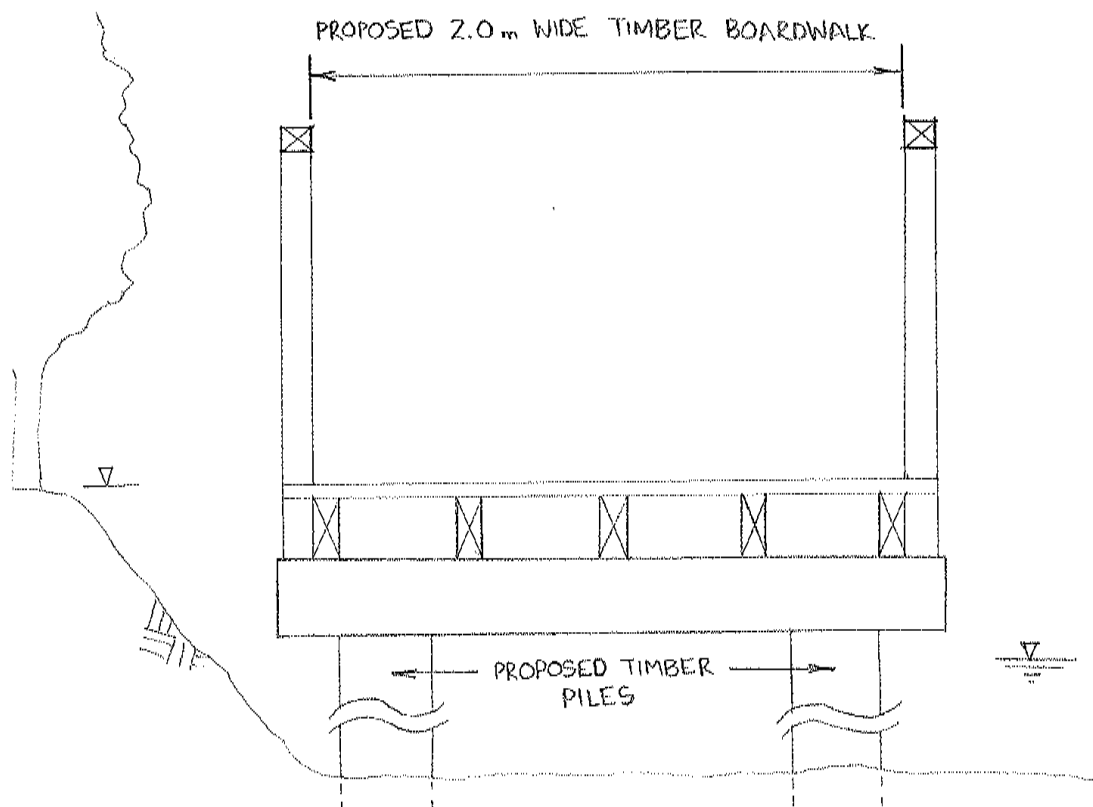
Until such a loan was fully repaid such a means of funding would be expected to translate into a rates increase for the community of between 1% and 2% depending on the option selected.

There is of course potential for a request to be made to Council for additional funding, but this would need to be considered in relation to other priorities and policies, and it is noted that some members of the KCB have already expressed a desire for Council to provide additional funding for the sealing of the remaining unsealed roads in the community.

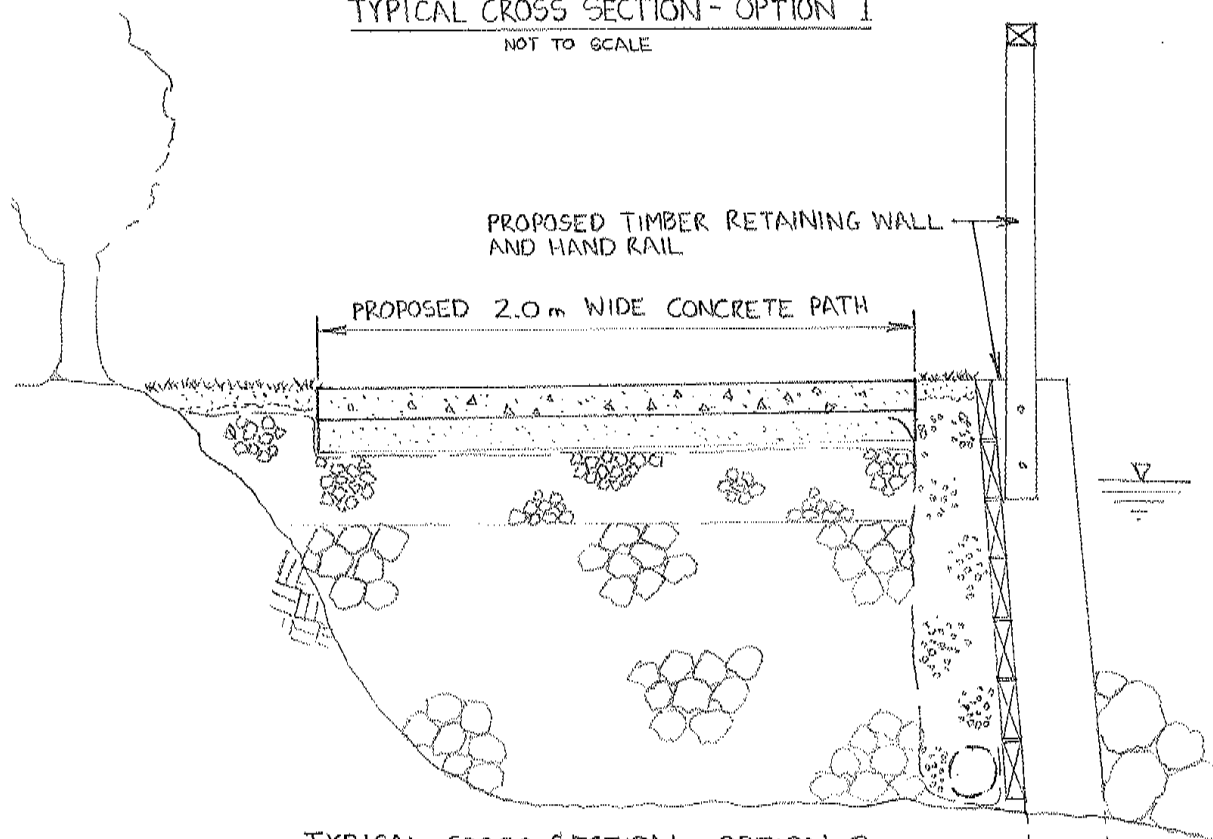
Dave Clibbery
ENGINEERING MANAGER

Attachments

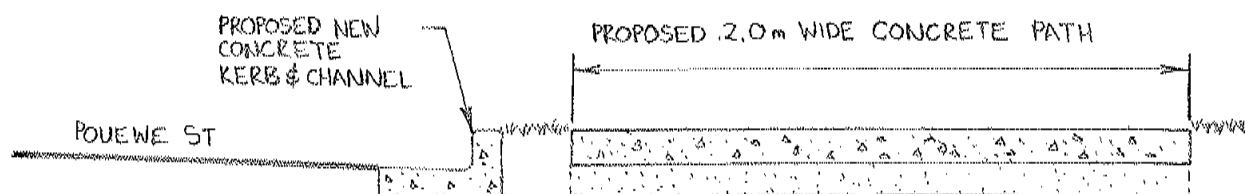
- d. Option 1 Schematic Plan – Concrete Path and Timber Boardwalk
- e. Option 2 Schematic Plan – Concrete Path and Timber Retaining Wall
- f. Option 3 Schematic Plan – Raised Kerb and Concrete Path
- g. Typical Cross Section - Timber Boardwalk and Timber Retaining Wall
- h. Typical Cross Section - Concrete Path
- i. Site photos indicating proposed alignments



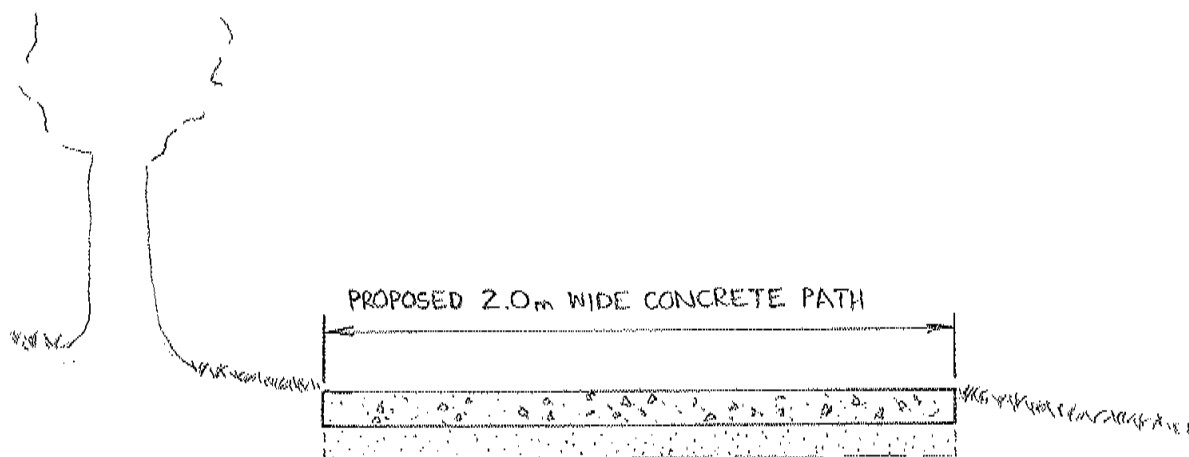
TYPICAL CROSS SECTION - OPTION 1
NOT TO SCALE



TYPICAL CROSS SECTION - OPTION 2
NOT TO SCALE



TYPICAL CROSS SECTION - OPTION 3
NOT TO SCALE



TYPICAL CROSS SECTION - CONCRETE PATH
(OPTIONS 1-3)
NOT TO SCALE

Print Date: 22/09/2014
Print Time: 10:01 AM

- ® RAPID_NEW
- Az Address
- ★ Landmarks
- ~ Highways
- ~ Roads
- ~ Railways
- ~ Vards
- ~ Parcels
- Aerials Kawhia 2011
- Water
- Boundaries
- Otorohanga
- TLA Boundaries



Projection: NZGD2002 / New Zealand Transverse Mercator 2002
Bounds: 1756886.0653346, 5785520.52318946, 17700073.00419962, 5795628.80259254

Scale: 1:1000
Original Sheet Size A3



PROP. CONCRETE PATH
PROP. TIMBER BOARD-WALK

© 2014 Otorohanga District Council. All rights reserved. This document is the property of Otorohanga District Council and is loaned to you for your information only. It is not to be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of Otorohanga District Council.

Print Date: 22/09/2014
Print Time: 10:01 AM



Copyright 2014 Otorohanga District Council. All rights reserved.
This information is provided for your information only. It is not intended to be used as a basis for any legal action.
It is the responsibility of the user to ensure that the information is used in accordance with the relevant legislation.

Print Date: 22/09/2014
Print Time: 10:01 AM



PROP. RAISED KERB
& CONCRETE PATH
PROP. CONCRETE PATH

Right of Way (ROW) and Easement Map. The ROW is shown in red. The Easement is shown in blue. The ROW is shown in red. The Easement is shown in blue. The ROW is shown in red. The Easement is shown in blue.

NZGD2000 / New Zealand Transverse Mercator 2000
Projection:
Units:
1750673.4041892, 5789528.9239524

Scale: 1:100
Original Sheet Size A3







Item 41 APPLICATION FOR TEMPORARY ROAD CLOSURE – KAWHIA MOANA KAI FESTIVAL

To: **Chairperson and Members
Kawhia Community Board**

From: **Engineering Support Officer**

Date: **12 December 2014**

Relevant Community Outcomes

- The Otorohanga District is a safe place to live
 - Provide for the unique history and culture of the District
 - Promote the local economy and opportunities for sustainable economic development
 - Foster an involved and engaged Community
-

Executive Summary

An application has been received from the Kawhia Moana Kai Festival Committee for road closures within the Kawhia Community for the purpose of holding the annual Kawhia Moana Kai Festival and associated activities. This event is being managed by a newly setup committee since the disestablishment of the traditional organisers.

Staff Recommendation

It is recommended that approval be granted for the following road closures:

Purpose: Kawhia Moana Kai Festival

Date: Saturday, 8 February 2014

Details of Closure: **TAINUI STREET** – from its intersection with Charleton Street to its intersection with Jervois Street

JERVOIS STREET – from its intersection with Pouewe Street to its intersection with Omimiti Street

OMIMITI STREET – entire length

Period of Closure: 5.00am to 5.00pm

With the following conditions imposed:

1. Persons will be allowed through in the event of an emergency.
2. The Kawhia Moana Kai Festival Committee is responsible for obtaining public liability insurance (and paying the cost thereof) to a minimum value of \$2,000,000. This is required to indemnify Council against any damage to property or persons as a result of the additional food and beverage stalls and associated activities during the road closure period. Council requires that it is held covered under the terms of such policy and accordingly the policy is required to be in both parties' names on the form prescribed by Council.
3. The Kawhia Moana Kai Festival Committee is to pay all advertising costs in appropriate newspapers.

4. The Kawhia Moana Kai Festival Committee is to provide a detailed copy of their Traffic Management Plan to Council. This must comply with Transit New Zealand's Code of Practice for Temporary Traffic Management and will require the services of STMS Level One qualified personnel for preparation of the plan and supervision of setting out and control of all temporary traffic management. The temporary Traffic Management Plan is to be submitted to Council's Roading Department for approval no later than 10 working days before the closure.
5. The Kawhia Moana Kai Festival Committee is solely responsible for adequate sign posting and policing of the roads to be closed to ensure that no vehicles have access to the closed portion of road, which includes arranging delivery, erection and staffing of all road closure barriers and the removal thereof after closures.
6. Signs advising of the road closures are to be erected at the start and end of the closed portions of roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure. A Kawhia Moana Kai Festival Committee representative is to meet with Council Engineering Staff regarding the required signs format, size, location and quantity of signs for approval before they are manufactured and erected.
7. The Kawhia Moana Kai Festival Committee is to obtain signatures of residents and businesses affected, confirming notification that the proposal has been received.
8. Any damage to the road surface or roadside furniture shall be made good to the satisfaction of the Otorohanga District Council Engineering Manager, at the cost of the applicant.
9. All litter is to be removed from the road reserve prior to re-opening the road.

Report Discussion

The Kawhia Moana Kai Festival Committee have also requested that traffic travel in an anti-clockwise one-way direction up the lower portion of Hoturoa Street from its intersection with Pouewe Street, then left into Rosamund Terrace ending at its intersection with Fairchild Street. This will assist traffic wardens to direct traffic to parking on the Domain in Hoturoa Street. Also, there will be no parking on this stretch of Hoturoa Street. The Kawhia Moana Kai Festival Committee have employed Inframax to manage the closure of the roads and provide traffic management.

Robyn Hodges
ENGINEERING SUPPORT OFFICER

**Item 42 KCB PROPOSED SCHEDULE OF ORDINARY MEETINGS DATES FOR
JANUARY TO DECEMBER 2015**

**To: Chairperson and Members
Kawhia Community Board**

From: Governance Supervisor

Date: 12 December 2015

Executive Summary

The proposed schedule of meeting dates for the period January to December 2015 to be considered and adopted.

Suggested Recommendation

It is recommended that:

The proposed schedule of ordinary meeting dates for the period January to December 2015 be adopted.

Report Discussion

Pursuant to Clause 19 of the Seventh Schedule to the Local Government Act 2002, I hereby give notice of the time and date for the ordinary meetings of the Kawhia Community Board for the period January to December 2015.

Friday	23 January 2015
	27 March 2015
	22 May 2015
	24 July 2015
	25 September 2015
	27 November 2015

TIME: 1.00pm

VENUE: Kawhia Community Boardroom, Kawhia.

**Colin Tutty
GOVERNANCE SUPERVISOR**

Item 43 MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2014

**To: Chair & Members
 Kawhia Community Board**

From: District Accountant

Date: 12 December 2014

Relevant Community Outcomes

- Ensure services and facilities meet the needs of the Community
 - Promote the local economy and opportunities for sustainable economic development
 - Foster an involved and engaged Community
-

Executive Summary

The Draft Management Accounts for the period ended 30 September 2014 are attached under separate cover.

Staff Recommendation

It is recommended:

That the Draft Management Accounts for the period ended 30 September 2014 be received.

Brendan O'Callaghan
DISTRICT ACCOUNTANT

Item 44 KCB MATTERS REFERRED FROM 26 SEPTEMBER 2014

**To: Chairperson and Members
 Kawhia Community Board**

From: Governance Supervisor

Date: 12 December 2014

Executive Summary

1. BOARD MEMBERS

26 September 2014

- i. To organise the removal of the large Kawhia Museum sign.
- ii. To give consideration to Council's 'New Resident' Pack, in particular to inserting issues of a local nature.

2. MR WALSH

26 September 2014

- i. To liaise with Council's Engineering Support Officer, Robyn Hodges, regarding a refuse bin at Tom French Grove.

3. COMMUNITY FACILITIES OFFICER

26 September 2014

- i. To follow up on the matter of restricting horses gaining access to the Kaora Track.

4. ENGINEERING MANAGER

23 May 2014

- i. To obtain feedback from Council's Roading Manager on the erection of Entrance signs at Aotea.

CA Tutty
GOVERNANCE SUPERVISOR

GENERAL