

ATTACHMENTS

Kinloch Representative Group Meeting

27 June 2019

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Kinloch Representative Group Meeting Minutes

2 May 2019

**TAUPŌ DISTRICT COUNCIL
MINUTES OF THE KINLOCH REPRESENTATIVE GROUP MEETING
HELD AT THE KINLOCH COMMUNITY HALL , MATA PLACE , KINLOCH
ON THURSDAY, MAY 2, 2019 AT 3.14PM**

PRESENT: Cr Rosanne Jollands (in the Chair), His Worship - Mayor David Trewavas,
Mr Bruce Campbell, Cr Barry Hickling

IN ATTENDANCE: Head of Finance & Strategy, Head of Democracy, Governance & Venues, Head of
Operations, Asset Manager Transportation, Administrative Headquarters Building
Project Manager, Democratic Services Support Officer

MEDIA AND PUBLIC: 4 members of the public

1 APOLOGIES

KIN201905/01 RESOLUTION

Moved: Mr Bruce Campbell
Seconded: Cr Barry Hickling

That the apologies received from Cr Christine Rankin, Mr Tim Brittain, and Ms Belinda Walker be accepted.

CARRIED

2 CONFLICTS OF INTEREST

Nil

3 CONFIRMATION OF MINUTES

3.1 KINLOCH REPRESENTATIVE GROUP MEETING – FEBRUARY 28, 2019

Minutes of a meeting of the Kinloch Representative Group meeting held on Thursday, February 28, 2019 had been circulated (A2461938).

Correction noted to the minutes (third sub bullet from bottom of page 2):

- change 'Bruce Bartley' to 'Bruce Campbell'.

KIN201905/02 RESOLUTION

Moved: Cr Barry Hickling
Seconded: Mayor David Trewavas

That the minutes of the Kinloch Representative Group meeting held on Thursday, February 28, 2019 be confirmed as a true and correct record.

CARRIED

4 REPORTS

4.1 ACTION POINTS UPDATE

Members went through the action points and confirmed items which could be removed. The following updates were also noted:

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2 May 2019

- A member suggested consulting with those neighbouring properties on the periphery of the domain where the cricket net would be put in prior to installation. The Head of Operations recommended delaying installation until spring when the weather was more suitable for laying the tile turf.
- In reply to a question about the island on Loch Eagles Rise, the Asset Manager Transportation advised that she was waiting on feedback from residents. Tracking had been completed for vehicles coming out of the road with a boat and trailer, and the island would need to be reshaped to accommodate these. Flexi-posts similar to those on the Spa Road roundabout out front of Countdown had been installed in the interim. Any future works would need to go into the minor improvements programme for prioritisation, therefore she was unable to provide timelines at the current time however, there had been no crashes recorded to date. The Chair suggested parking the item, and advised that going forward she would be happy to talk to residents who had any concerns about it – *remove item*.
- The Head of Operations advised parks and reserves staff were meeting with Tūwharetoa Trust Board representatives the next day to clarify responsibilities and discuss an ongoing maintenance plan for the reserve on Nisbet Terrace. In the interim, the team would do some vegetation clearance. In reply, a member advised that the timber steps leading down to the lake had sunk over time, and were a trip hazard.
- Cr Jollands advised that the 8-9 additional carparks for the esplanade that were originally intended to be installed in March had been put on hold whilst Council completed the wider piece of work through the Transport Strategy; Kinloch parking overall would be included in that work – *remove item*.
- The Asset Manager Transportation advised that tenders for the footpath extension from Kinloch Road to Whangamata Road had just closed and were being evaluated. Works would likely commence in June 2019.
- Cr Jollands advised that a communications plan had been agreed – *remove item*.
- Boojum Dell maintenance had been completed and soil put back in the swale. Noted that barriers were needed to stop people going off track – *remove item*.
- Rubbish bin had been re-installed at golf course – *remove item*.
- Cr Jollands advised that the Parks Manager Sports & Horticulture was reviewing budgets to see if there was funds available (estimated at \$18k) for a toilet on the eastern beach reserve.

KIN201905/03 RESOLUTION

Moved: Mr Bruce Campbell
Seconded: Cr Barry Hickling

That the Kinloch Representative Group receives the current action points update.

CARRIED**4.2 TAUPŌ DISTRICT COUNCIL LONG-TERM PLAN AMENDMENT**

Chairperson Cr Jollands clarified that His Worship, Cr Hickling and herself were not in a position to make any recommendations on the LTP Amendment given their involvement as councillors in deliberations. The Administrative Headquarters Building Project Manager then provided an update on the Long-term Plan 2018-28 amendment process and the following points were noted:

- Consultation was open during April 2019 and was due to close tomorrow, May 3, 2019.
- The four options for the civic administration building were explained. Council's preferred option was to build on the Tūwharetoa Street carpark.
- Submitters were being asked to provide an explanation / rationale for their preferred option.
- It was proposed that the building would be 2,500m² with 140 work stations to accommodate 180 staff, a 300m² Council chamber, and a Civil Defence emergency operating centre (EOC).
- Council had indicated a desire for the entire building to be built to IL4 standard however, the EOC needed to be built to a higher standard.
- The Cultural Precinct Project master planning work had identified the fact that the Taupō museum was not fit-for-purpose. Council's preferred approach was to leave the museum for now, but submitters could indicate support for museum funding to be included in the Long-term Plan

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amendment.

The Chair then invited members of the public to ask the Administrative Headquarters Building Project Manager any questions, as submissions were closing at 5pm the next day.

Key points noted were:

- Carpark requirements (for option 1) were based on 140 staff plus housing for 30 Council pool cars.
- In answer to a question, the Chief Executive advised that Council had to have a preferred option to consult on so that a monetary value could be assigned to the project as per Long-Term Plan requirements, which revolved around budgets. The resulting option (Option 3) decided on was not a unanimous vote however, once the advantages and disadvantages were assessed, Council was happy to proceed with that option.
- Cr Hickling noted that there was a public consultation opportunity at the Topsy Trout on the LTP Amendment following the coffee catch up with His Worship the Mayor and the Chief Executive a few weeks ago, and only one person had attended. In reply, a member of the public noted that although he lived in Kinloch, he had attended meetings in Taupō; he surmised that other Kinloch residents may have done the same.

KIN201905/04 RESOLUTION

Moved: Cr Barry Hickling

Seconded: Mr Bruce Campbell

That the Kinloch Representative Group receives the information.

CARRIED

4.3 TAUPŌ DISTRICT COUNCIL ASSET MANAGEMENT PLANNING

This item was deferred until the next Group meeting on June 27, 2019 when the full contingent of community representative members' would be present.

4.4 TAUPŌ DISTRICT COUNCIL PROJECT MANAGEMENT METHODOLOGY

This item was deferred until the next Group meeting on June 27, 2019, when the full contingent of community representative members' would be present.

4.5 UPDATE ON KINLOCH COMMUNITY PLAN AND VISION

Cr Jollands noted that the Kinloch Community Association were currently working on design plans for the community hall, which were looking great.

KIN201905/05 RESOLUTION

Moved: Cr Barry Hickling

Seconded: Mr Bruce Campbell

That the Kinloch Representative Group receives the information.

CARRIED

4.6 MEMBERS' REPORTS

Cr Rosanne Jollands

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Thanked the KCA for organising an awesome Kinloch 60th anniversary celebration, which many people also attested too through their feedback at dinner.

Mr Bruce Campbell

Thanked the Head of Operations for various footpath repairs and concrete laid.

Note: In response to a question from a member of the public, the Head of Operations undertook to look into the reason why the footpath at Lisland Drive had not been finished, and why the road at the Oakdale subdivision did not continue through to Whangamata Road (which would take pressure off Kinloch Road).

KIN201905/06 RESOLUTION

Moved: Cr Barry Hickling

Seconded: Mayor David Trewavas

That the Kinloch Representative Group receives the reports from members.

CARRIED**5 CONFIDENTIAL BUSINESS**

Nil

The Meeting closed at 3.52pm.

The minutes of this meeting were confirmed at the Kinloch Representative Group Meeting held on 27 June 2019.

.....
CHAIRPERSON

Kinloch Representative Group Action Sheet 2019 - (A2396333)				
Item No.	Meeting Date	Subject	Task	Outcome
4.4	31/05/2018	New Footpath on Kinloch Road	Developing a design followed by cost estimates and survey for the work. Aiming to have design completed before Christmas with community consultation being undertaken early 2019.	The footpath tender has been awarded to Infrastructure & Civil Works Ltd and is expected to start this month and be completed in 6 to 8 weeks.
4.4	31/05/2018	Lake & Foreshore Update	Erosion issues around the lake have been prioritised. Further information requested regarding the timing of this work.	There is no planned erosion works in Kinloch in the near future - <i>suggest remove item.</i>
4.1	28/02/2019	Kinloch Road Footpath Extension to Whangamata Road	Ms Walker undertook to do another community survey to understand the community's current views which would be completed within the next two weeks.	Ms Walker emailed survey results to members on 26/03. Of 159 respondents, 74% were in favour of the full length of the footpath as currently proposed - <i>suggest remove item.</i>
4.1	28/02/2019	Potential Site Options for Waters Infrastructure	Ms Walker offered to organise a meeting between local hapū at Mokai and Council re alternative site options.	Asset Manager Water has made contact with MsWalker - <i>suggest remove item.</i>
4.1	28/02/2019	Proposed Toilet on Eastern Beach Reserve	Cr Jollands advised that the Parks Manager Sports & Horticulture was reviewing budgets to see if there was funds available (estimated at \$18k) for a toilet on the eastern beach reserve.	The Permacrete toilet costs \$18K, with installation and access (boardwalk) added it is estimated to cost \$25K. This unit is compact, light weight, and is designed to be installed at difficult sites making it suitable for this location; however, it is not wheel chair accessible. There is \$150,000 in next year's capital works programme that was set aside for reticulating existing vault toilets at high use sites. The parks team has identified the need to develop a public toilet strategy to enable better planning for new and renewed facilities, and to ensure these assets meet the needs of the community in the future. This work will be undertaken over the next year, and would aid the process of making sure the right facility is provided for at the eastern beach reserve.
4.1	28/02/2019	Nisbet Terrace Reserve Maintenance	Complaints received about state of reserve track and access to the lake which had not been maintained for many years. Mr Brittain to forward photographs of the areas concerned to Cr Jollands who would follow up with the Parks Manager Sports & Horticulture.	Discussions on management of the escarpment, access points and lakeshore reserve are on-going with Tuwharetoa Maori Trust Board. At a recent parks operations team day in Kinloch, the vegetation was cut back and the access points and weed species cleared and sprayed. The parks team are undertaking minor maintenance and repairs to the step structures to make them safe.
4.1	28/02/2019	Installation of Cricket Net on Domain	Ms Walker was waiting to hear back from the Parks Manager Sports & Horticulture timeline for when the cricket net would be installed on the domain.	The contractor installing the pitch for the cricket nets, Tiger Turf has a full schedule of works. As winter approached, they were not confident to guarantee that the artificial surface would adhere to the concrete base, as the glues used will not bond below a certain temperature. Their advice has been to wait until spring to lay the base, and follow up with the surface as temperatures warm up.

MEMO



TO: SLT

CC: Denis Lewis

FROM: Claire Sharland

DATE: 14 May 2019

DOC ID : A2466093

SUBJECT: Whangamata Road

Background

Residents from the Kinloch community have expressed concerns with the condition of some of the sections on Whangamata Road.

An investigation has been completed by the transport team and identified some options to improve the worst section of Whangamata Road for consideration.

The most obvious section of pavement faults is located on the section of Whangamata Road between route position (RP) 2794 and 4820 which is a total length of 2026 metres. Specifically, there are 5 isolated sections totalling about 600 metres. This section of Whangamata Road has noticeable areas of wheel track rutting and is holding surface water in periods of rain making it unsafe for motorists. The surface is also showing signs of cracking allowing water to enter the underlying pavement.

Current carriageway of Whangamata Road is 6.8m.

Options

The following are options which can be done in the current financial year;

- 1) Remove high shoulder along the worst section. This can be implemented within our current maintenance programme.
- 2) Install a temporary speed restriction 60 – 80kmph over the worst area. As it is a temporary speed limit it can be implemented without going through the bylaw process

The following are options which could be done in the next financial year 2019/2020 out of current maintenance budgets. Option4 would likely see some deferral of other works although quantum is unknown at this stage ;

- 3) Minimal rut filling with either chip or asphaltic concrete over the 600 metre section. This option would cost \$200K (approx) and is seen as temporary only and would last between 3 to 5 years maximum. The

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Reference A2466093

community would need to be made aware of this being temporary plus the fact it is not going to look pretty. For an additional \$50K we could consider a reseal over the full width however this also is a temporary fix.

- 4) Pavement repair of the worst sections approximately 600 metres to the width of the existing carriageway of 6.8 metres for a cost of \$300K (approx.). This would take care of the immediate problem areas but not address those areas that are rutting but not to the same extent.

Longer term options include;

- 5) Pavement repair of the 2km section identified above to a width of 6.8 metres for a cost of \$700K (approx.).
- 6) Reconstruct the pavement for the same 2km section plus widen the carriageway to 10.0 metres including drainage for a cost of \$2M (approx).
- 7) Develop a strategic view for the reconstruction and widening of Whangamata Road.

Options 5 & 6 are likely to be at least 3 years away as the budgets would need to be included in the next Long Term Plan unless Council approves this as an unbudgeted expense. Either could be included for consideration in the 2021/23 land transport programme for funding.

Option 7 addresses the long term strategic view of the road. The original planning for servicing Kinloch provided for an arterial route (WEKA) to be constructed through the Mapara Valley through to Whangamata Road north of the intersection of Kinloch road. Whilst a designation was obtained for this road it is unlikely to be constructed. With increased development occurring in Kinloch over the past couple of years and more permanent residents traffic volumes have increased along with increased use of the road by cyclists.

We need to take a strategic approach to the widening of Whangamata Road for the 7.5km section from Poihipi Road to Kinloch. If we widen only a small section we could end up with more safety issues so we may need to widen the full 7.5km section. Prior to the Long Term Plan, we can survey this 7.5km length, undertake some pavement testing and develop a programme of works similar to how we have progressed with the widening works along Poihipi Road and Broadlands Road. A programme of works would be developed that would likely run over a number of years of the LTP.

Recommendations

With the winter months approaching, it is recommended that we undertake the high shoulder work which can be done within the current maintenance programme and we install the temporary speed limits, similar to what NZTA have done on their highways. A temporary speed limit does not require us to go through a bylaw process.

In the next financial year we undertake the rut filling over the 600 metre section for a cost of \$200K and this is likely to last until the next round of Council and NZTA funding. We will also undertake the reseal of this section estimated at \$50K.

Develop a strategic approach to the reconstruction and widening of Whangamata Road for inclusion in the 2021 AMP.

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Taupo District Council

Kinloch Wastewater Treatment Plant Irrigation System Upgrade



Why is this project required?

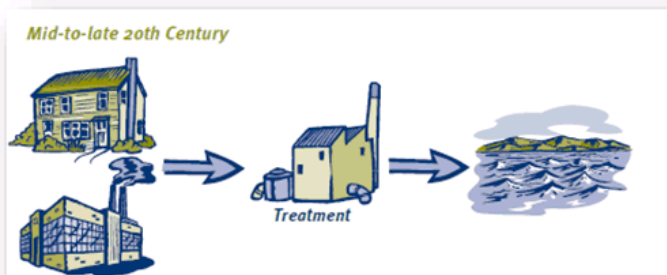
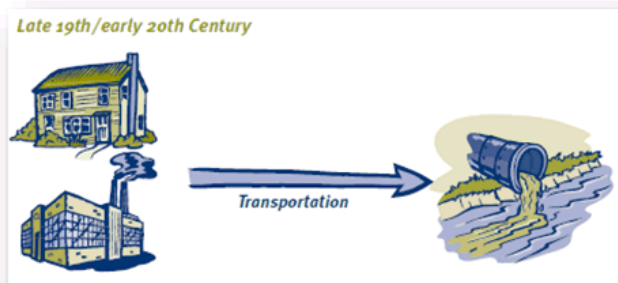
To meet the needs of the growing Kinloch community and increasing environmental standards, Taupo District Council will be implementing a high quality wastewater disposal system.

WRC Consent conditions require irrigation TDC to utilize a dispersed wastewater disposal method, utilizing the golf course area and land surrounding the WWTP.

The new wastewater system will disperse wastewater over a large area, reduce point loading and provide greater opportunity for nutrients to be taken up by grass.

“Re-use of reclaimed water is a new part of wastewater management in New Zealand” (Ministry for the Environment - www.mfe.govt.nz)

The evolving nature of wastewater systems



Kinloch Waste Water Treatment Plant



The WWTP plant was recently upgraded in preparation for the irrigation project.

Further upgrades are planned over the next 3 years.



How and where will this be achieved?



By implementing a subsurface drip irrigation system for treated wastewater effluent on Taupo District Council owned land;

- Around Kinloch Wastewater Treatment Plant site (approximately 1.42ha)
- Kinloch Golf Course (approximately 5.97ha)

The current disposal area is adjacent to the WWTP and has been operating for many years.

The next slide shows a drone survey taken in April 2019 for project quality control and also to assist in identifying the dry fairways.



Details to the subsurface effluent irrigation system:



- Effluent is secondarily treated wastewater which will be filtered before pumped into the irrigation system.
- Loading rates will be monitored to ensure compliance with the Waikato Regional Council consent conditions.
- All irrigation is underground and after construction there not be significant visible impact.
- There will be no odour from irrigation during or after construction.
- It will improve the dry fairways on the golf course promoting grass growth.
- The quality of the effluent irrigated will be monitored.

Status of the project



- The project is a design/build concept.
- Tender have been received
- Tender award is scheduled for end of June 2019.
- The construction commencement date will be dependant on design approval, although is targeted for late July/August 2019.
- Contractors must avoid work in the golf course over the busy December/January period.

Indicative programme of works:



Resource of information to assist the Kinloch community



Contact Persons:

Izelda Cruz
027 229 6557

Colin Meadowcroft
021 244 7104

Michael Cordell
027 514 0388

Asset management

The Objective of Asset Management is to:

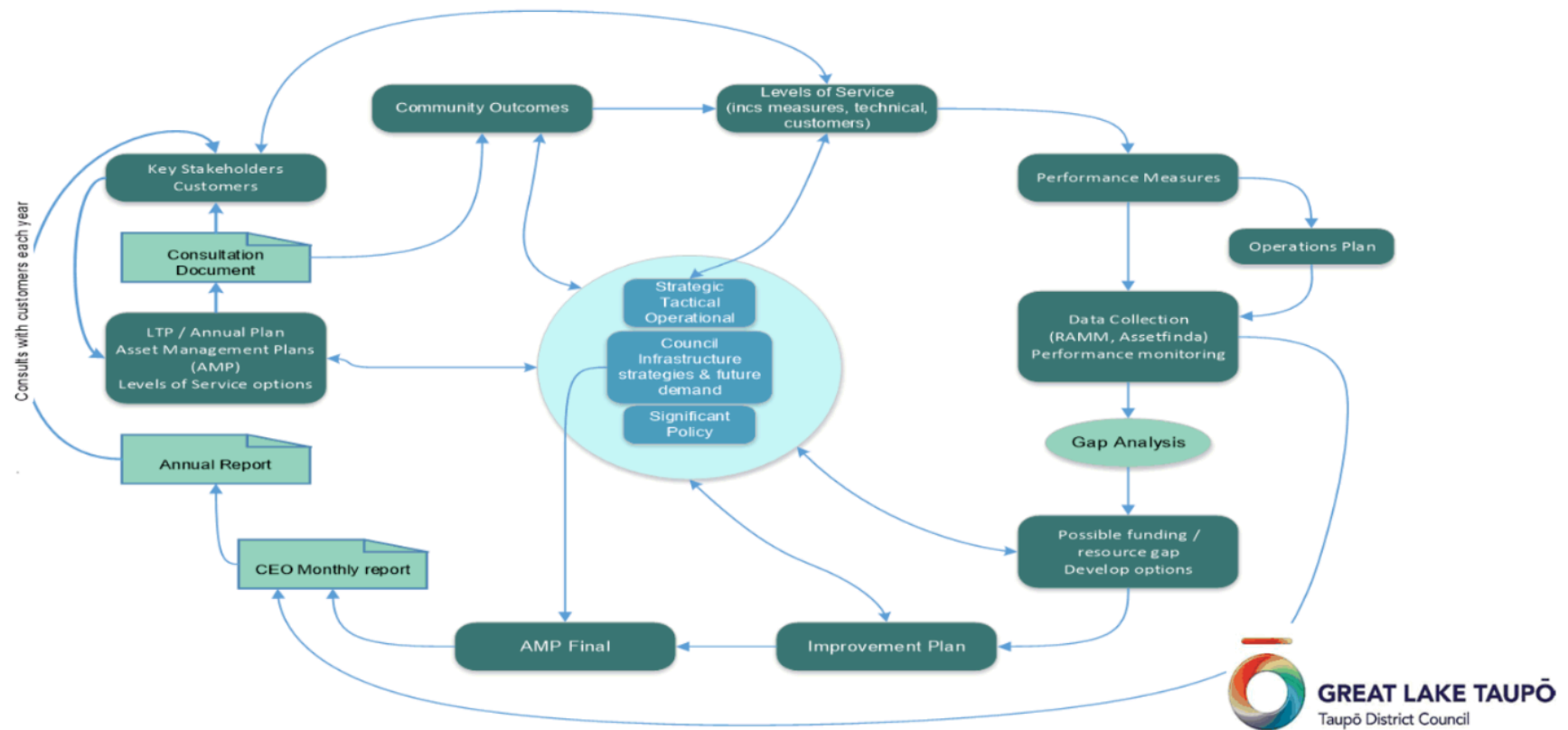
Meet the required level of service in the most cost effective manner, through the management of assets for present and future customers

We are going to briefly cover:

- Asset management plan linkages
- Levels of service
- New assets
- Asset life cycles
- Renewal planning
- Is it working
- Who's involved



AMP development & consultation process and linkages



Level of Service

- It's a balancing Act
- Changes in Levels of service should be considered holistically (what is the impact on other assets and services) funding



Asset Creation, a new thing

- Could be through a submission to Council
- A business need / level of service
- A legal requirement / consent condition
- Growth



Life Cycle

- You need to know your Asset
- Is it still delivering the desired outcomes
- Are the business needs changing
- What are the costs



Renewal planning

A mix of:

Risk of failure

Age

Condition

Criticality

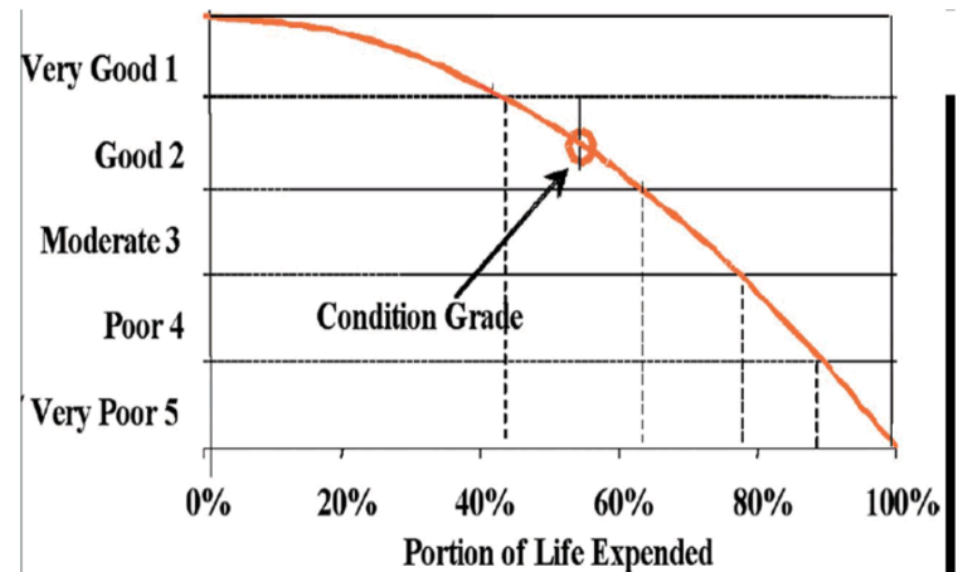
Performance



Renewal planning

- Accuracy of the data, is critical to renewal planning
- Enables more accurate determination of the renew spending
- Example

CCTV pipe inspection program



Is it working as intended (questions you could ask)

- Are we delivering programs and meeting required service levels?
- Are we making decisions in a transparent manner, based on clear and documented information?
- Do we know the age, condition, useful remaining life and current value of our major assets?
- Do we know the replacement costs of our assets?
- Have we costed out the full lifecycle of our key assets?
- Is staff from across the organization engaged in asset management practices



Who Does it

It's a team effort

Decision making through to
implementation

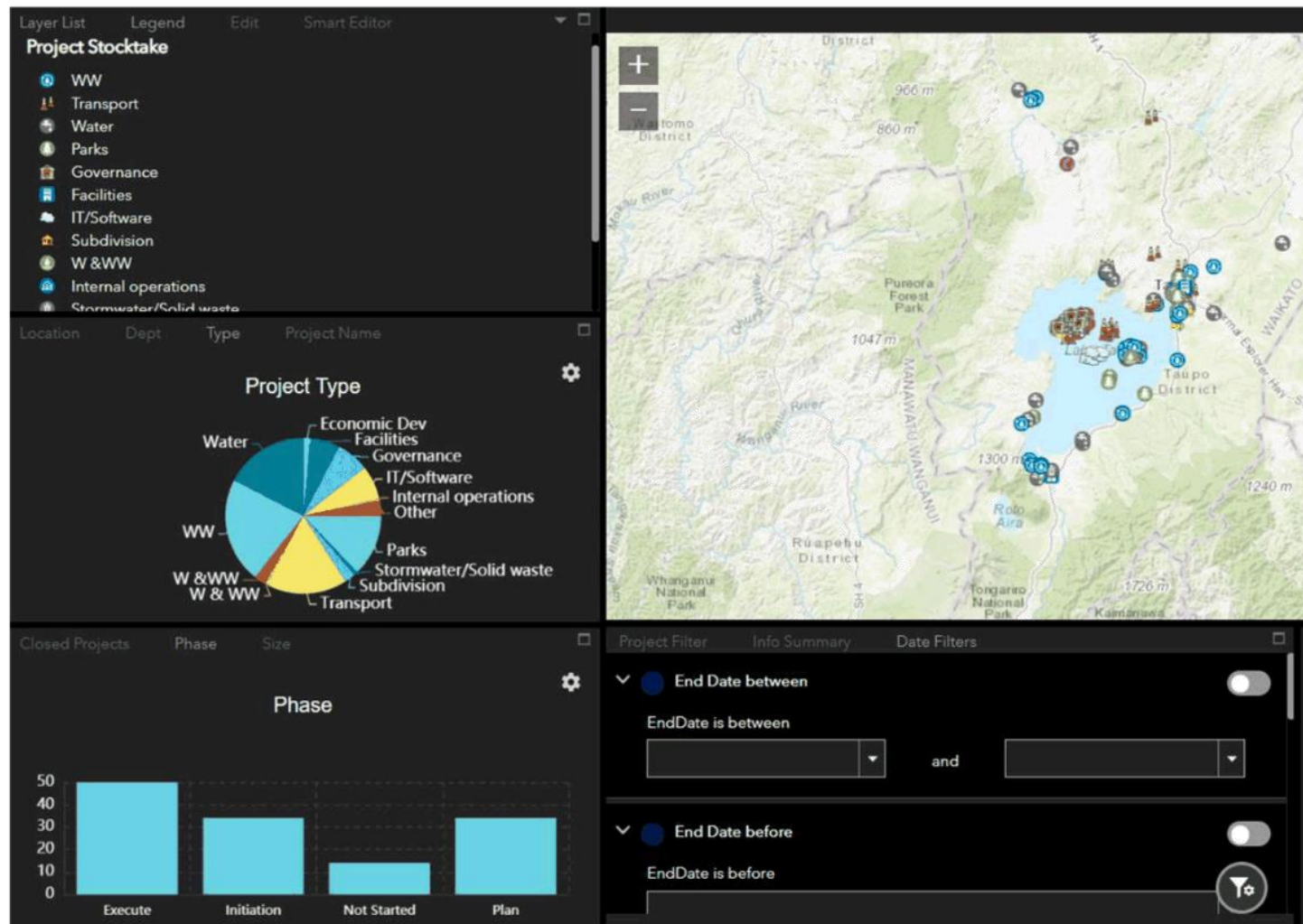


TDC Project Management Methodology

How we've defined a Project

A project is a **temporary endeavour** undertaken to create a **unique** product, service or result. Projects are different from other ongoing operations in an organisation, because unlike operations, projects have a **definite beginning and an end** - they have a limited duration. Projects are the **means by which changes are introduced** into the organisation/District.

Project Dashboard



Why do we want to do Projects Better

- To ensure we deliver projects to TIME, COST, QUALITY, SCOPE
- So we can deliver more for less
- To ensure we continue to deliver quality infrastructure
- To ensure we can keep up with Growth in the District
- To ensure we realise the Benefits our projects are meant to deliver

Council vision



'To be the most prosperous and liveable district in the North Island by 2022'.



Charming



Quality



World Class



Resilient



Authentic

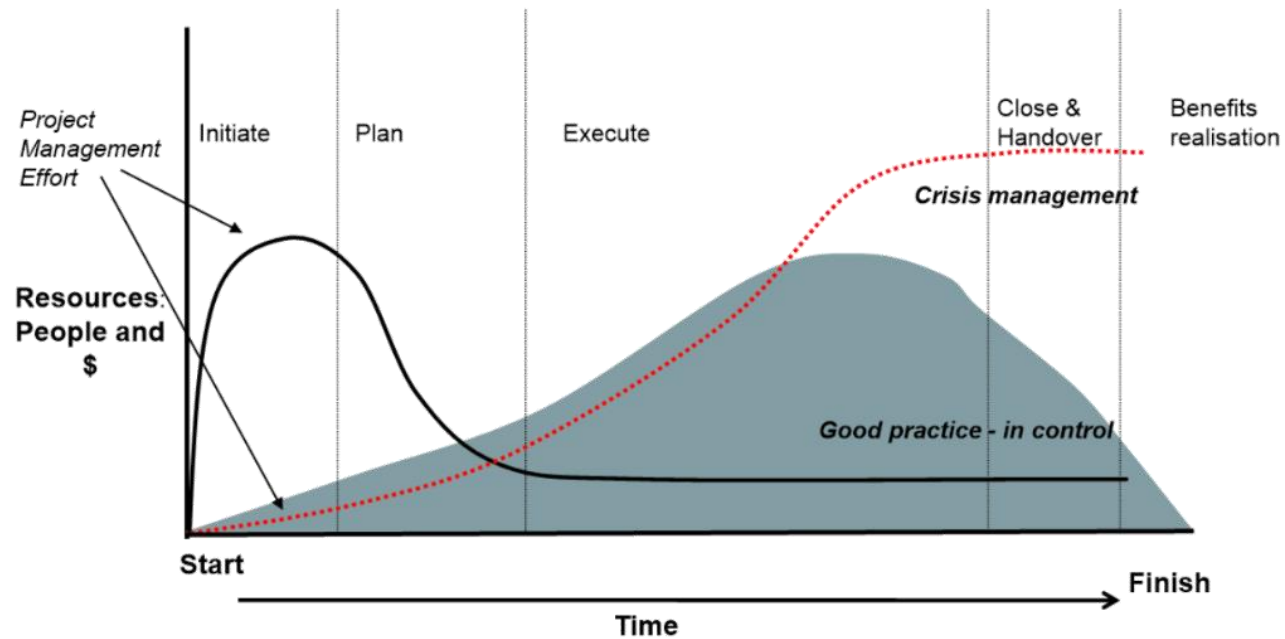


Vibrant

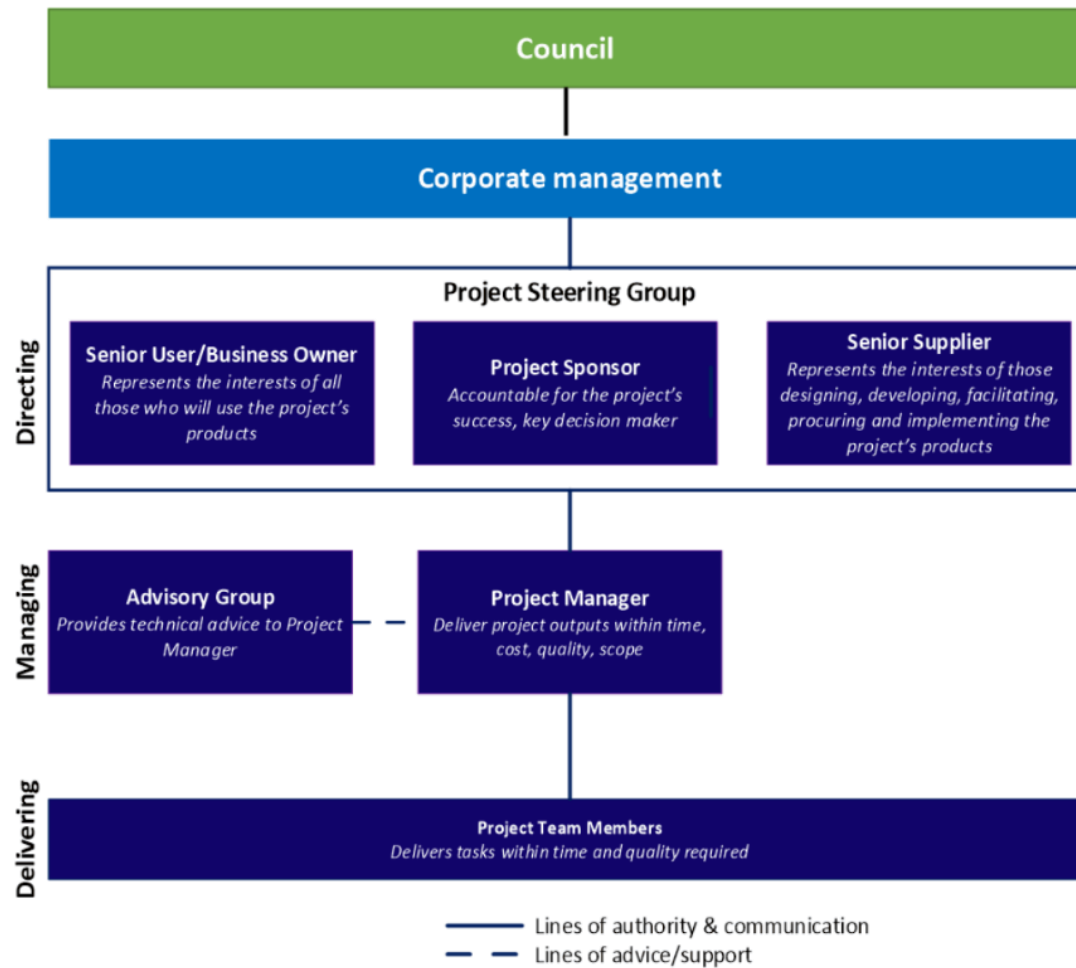


Value

How we want to approach Projects



Project Governance



How we deliver Projects

Project Scope

- All the work and only the work required
- Realistic and Managed
- Clear and Unambiguous
- The right people
- Understanding degree of Change required

