

# Council Meeting

## PUBLIC BUSINESS AGENDA

A Council Meeting  
will be held in the Council Chamber,  
Torphin Crescent, Tokoroa  
on Thursday 11 August 2022  
Commencing at 9.30am

### OUR VISION

“Healthy people thriving in a safe, vibrant and sustainable community.”



## Attendees

Members	Mayor (Chairperson)	J Shattock
	Deputy Mayor (Deputy Chairperson)	B Machen
	Councillors	H Daine M Glucina A Jansen T Lee H Nelis A Ngāpō G Petley P Schulte S Wallace
	Tirau Community Board (Chairperson)	K Purdy
Staff	Chief Executive	S Law
	Group Manager Assets	T Anderson
	Group Manager Regulatory	S Robinson
	Interim Group Manager Community and Corporate	D Lascelles
	Communications Manager	K Fabrie
	Chief Financial Officer	F Ferrar
	Executive Assistant to the Mayor (Minutes)	S Curreen

## Agenda Confirmed by:

S Law

### Chief Executive

## Presentations

Time	Presenter	Business
10.00am	David Speirs	Waka Kotahi Director Regional Relationships, Waikato/ BOP

## Blessing

The Mayor will lead the Council with a blessing.

*RECOMMENDATIONS contained in reports are NOT to be construed as COUNCIL DECISIONS.  
Refer to Council minutes for RESOLUTIONS.*

## Order of Business

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### 1. Apologies

### 2. Confirmation of Agenda

### 3. Leave of Absences

Cr Machen                      13 July – 18 August 2022

### 4. Conflicts of Interest

### 5. Public Forum

### 6. Introduction of New Staff

Nick Murphy                      Project Manager

Ratesh Chinkkingal              Planner Regulatory

Michael Booth                      Interim Executive Manager Corporate

## **7. Confirmation of Minutes**

### **7.1 Confirmation of Minutes - Public**

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#### **Document Information**

Report To:	Council
Meeting Date:	Thursday, 11 August 2022
Author:	J Shattock
Author Title:	Chairperson
Report Date:	Wednesday, 3 August 2022

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#### **Purpose**

1. To present past minutes.

#### **Recommendation**

2. That Council:
  - a) confirms the minutes of the public business of the Council meeting held on Thursday 28 July 2022 as a true and accurate record.
  - b) receives the Action Sheet.

#### **Attachments**

Unconfirmed Council public minutes – 28 July 2022

Action Sheet

# Council Meeting

## PUBLIC BUSINESS MINUTES

A Council Meeting  
was held in the Council Chamber,  
Torphin Crescent, Tokoroa  
on Thursday 28 July 2022  
Commencing at 9.30am

### Attendees

Members	Mayor (Chairperson)	J Shattock
	Councillors	H Daine M Glucina A Jansen H Nelis A Ngāpō G Petley P Schulte S Wallace
Staff	Chief Executive	S Law
	Group Manager Assets	T Anderson
	Interim Group Manager Community and Corporate	D Lascelles
	Communications Manager	K Fabrie
	Chief Financial Officer	F Ferrar
	Executive Assistant to the Mayor (Minutes)	S Curreen

Her Worship the Mayor lead the Council with a blessing.

### 1. Apologies *(Council audio recording 0:45)*

**22152 Resolved**

**Cr Daine / Cr Schute**

*That apologies from Deputy Mayor Machen, Cr Lee and Tirau Community Board Chairperson, Ms Purdy, are received and sustained.*

*All in favour / against*

*Vote: 8/0*

*Carried*

### 2. Confirmation of Agenda *(Council audio recording 01.10)*

*That the agenda, as circulated, be confirmed with the addition of 7.2 Notice of Motion be received and withdrawing Report 8.4 - 3 Waters and Road Valuation.*

### 3. Leave of Absences *(Council audio recording 02:08)*

*There were no leave of absences requested.*

#### 4. Conflicts of Interest *(Council audio recording 02:13)*

There were no conflicts of interest declared.

#### 5. Public Forum *(Council audio recording 02:19)*

##### **Mr R Young**

- Potholes

Mr Young sought information on a contact number for potholes and requested that council erect signage promoting the number. He also suggested that when a pothole is reported a 30k sign be placed near it to slow the traffic down. Cr Ngāpō advised the contact number is 0800 4 HIGHWAYS (0800 44 44 49).

##### **Mr Bruce Simpson**

- Sister Cities

Raised that Tokoroa has a Sister City relationship with Yichun City in China. He suggested that Council should not only be fostering sister relations, but also with physical towns, communities and groups that represent the virtual towns around the world using the internet.

Her Worship stated Council did not have a Sister City relationship with Yichan City, it was a Friendly City relationship which is quite different.

#### 6. Introduction of New Staff

There were no new staff to be introduced.

#### 7. Confirmation of Minutes

##### 7.1 Confirmation of Minutes - Public *(Council audio recording 17:00)*

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##### **Matters of Fact**

Page 8 Cr Schulte advised the vote under 8.2 should have been **8/1** not 9/0.

Page 8 under 8.3 the vote 6/2 Cr Schulte noted his name was not recorded and would like his name recorded in the minutes as against.

Page 33 Change *deferential* to **differential**.

##### **22/153 Resolved**

**Cr Petley / Cr Wallace**

1. That Council:

- a) confirms the minutes of the public business of the Council meeting held on Thursday 30 June 2022 as a true and accurate record.

*All in favour / against*

*Vote: 8/0*

*Carried*

##### **Matters Arising**

There were no matters arising raised.

##### **22/154 Resolved**

**Cr Petley / Cr Daine**

1. That Council:

- a) receives the confirmed minutes of the Tirau Community Board meeting held on Tuesday 14 June 2022.

*All in favour / against*

*Vote: 8/0*

*Carried*

## **7.2 Notice of Motion – 30 June 2022** (Council audio recording 20:29)

**22/155 Resolved**

**Cr Ngāpō / Cr Daine**

1. That the Council:
  - a) receives this Notice of Motion.
  - b) expresses its concern at the condition and poor quality of the maintenance of State Highway 1 to and through the towns of our district.
  - c) notes that State Highway 1 represents the primary means of access to our towns and is therefore vital to the development and growth of our economy as well as the well-being of our communities.
  - d) requests the Chief Executive to seek an urgent meeting between the South Waikato District Council and senior officials of Waka Kotahi to obtain commitments and timelines to repair and upgrade of the road.

*All in favour / against*

*Vote: 8/0*

*Carried*

## **8. Reports**

### **8.1 Mayoral Report – 22 June to 25 July 2022** (Council audio recording 23:06)

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The Report was taken as read.

**22/156 Resolved**

**Her Worship / Cr Schulte**

1. That Council:
  - a) receives Report No 2022-591506, Mayoral Report - 22 June to 25 July 2022.

*All in favour / against*

*Vote: 8/0*

*Carried*

### **8.2 Approval of Draft Waste Management and Minimisation Plan 2022** (Council audio recording 23:57)

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The Report was taken as read.

**22/157 Resolved**

**Cr Daine / Cr Schulte**

1. That Council:
  - a) receives Report No 2022-587904, Approval of Draft Waste Management and Minimisation Plan 2022.
  - b) recommends
    - i. the draft Waste Management and Minimisation Plan ECM # 586781 be released for public consultation, subject to any amendments agreed by Council

*All in favour / against*

*Vote: 8/0*

*Carried*

### **8.3 Submission on the National Policy Statement Indigenous Biodiversity (NPSD-IB)** (Council audio recording 33:53)

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The Report was taken as read.

**22/158 Resolved**

**Cr Nelis / Cr Wallace**

1. That Council:



- a) receives Report No 2022-591074, Submission on the National Policy Statement Indigenous Biodiversity (NPSD-IB).
- i. retrospectively endorses the submission on the National Policy Statement for Indigenous Biodiversity Exposure Draft.

*All in favour / against*

*Vote: 8/0*

*Carried*

#### **8.4 3 Waters and Road Valuation** *(Council audio recording 36:04)*

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Report 8.4 - 3 Waters and Road Valuation has been withdrawn.

#### **8.5 3 Waters Proposed New Capital Projects** *(Council audio recording 36:15)*

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The Report was taken as read.

**22/159 Resolved**

**Cr Wallace / Cr Daine**

1. That Council:

- a) receives Report No 2022-590161, 3 Waters Proposed New Capital Projects.
- b) receive the list of priority infrastructure projects, due to changing circumstances, and which support Councils growth aspirations, adding up to approximately \$42 million, noting that the projects detailed in this report are not included in Councils LTP 2021-31.
- c) endorses, dependent upon financial modelling and the outcomes of consultation, staff proceeding with the completion of the listed infrastructure project.
- d) grants delegated authority to the Chief Executive to enter required contracts, to meet the required timelines detailed in this report.
- e) approves staff to enter the process to produce a Long-Term Plan (LTP) 2021-31 Amendment to Council's current LTP 2021-31, which will include the approved projects from this report.

*All in favour / against*

*Vote: 8/0*

*Carried*

#### **9. Members Information Requests** *(Council audio recording 59.27)*

Interim Community and Corporate GM, Ms Lascelles, provided a summary of the LGNZ Conference she attended last week along with Her Worship, Cr Petley and Cr Daine.

Her Worship provided an overview of the Conference and the future direction. Ms Lascelles has written comprehensive notes which she will share. Cr Petley and Cr Daine spoke on their highlights from the conference.

Cr Daine

- Sought an update on the status of the Putaruru Skate Park, as there has only been a tree cut down. Engagement was undertaken through the community group. Design was approved, work was to commence next month, August, but due to delays will not be starting in October. There was no start date stipulated in the contract. GM Assets, Mr Anderson, will email the information requested to Cr Daine.

**ACTION:** Information requested on the Putaruru Skate Park to be emailed to Cr Daine.

Cr Petley

- Received a request to consider extra lighting around the RSA Garden of Memories to deter inappropriate behaviour.

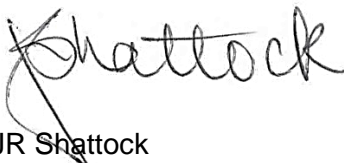
Cr Wallace

- Would like to know how many pensioner flats are currently available.
- Raised that the mobility crossings from the Food Court area fills up with mud, possibly only requires a street clean.
- Received a request for more cameras in Putaruru. Advised to put in a submission to the Annual Plan.
- Putaruru Girl Guide Hall building is now owned by Council and is continually being vandalism. There is a right of way next to the hall if closed off may alleviate damages to the hall. Property Manager to be advised.

Cr Schulte

- Raised that MoH wants Council to fluoridate its water supplies. Currently only Tokoroa is fluoridated. Information has been shared with MoH on Putaruru, Tirau and Arapuni. These supplies may possibly be next on the list to be fluoridated.

Meeting closed at 10.42am.



JR Shattock  
**MAYOR**

Her Worship moved to go into Public Excluded.

## 10. Public Excluded - Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

**22/160 Resolved**

**Cr Daine / Cr Wallace**

1. *That the Council Public Excluded Business will commence at the conclusion of the Council Public Business.*
2. *That the public be excluded from the following parts of the proceedings of this meeting.*

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution</b>	<b>Ground(s) Under Section 48(1) for the passing of the resolution</b>
<i>Council public excluded minutes 30 June 2022.</i>	<i>Reason(s) for excluding the public are recorded in the public minutes of the meeting 30 June 2022.</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public.*

**COUNCIL ACTION SHEET 2022  
PUBLIC - CURRENT**

<b>No</b>	<b>Meeting</b>	<b>Action Point/ Requester</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>Action Taken/ Completion Date</b>
7	Council 28/07/2022	Information requested on the Putaruru Skate Park to be emailed to Cr Daine.	Asset Group Manager	01/02/2022	Cr Daine emailed a response, with a copy to Councillors, on 28 July 2022.

## 8. Reports

### 8.1 Mayoral Report – 25 July to 5 August 2022

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#### Document Information

Report To:	Council
Meeting Date:	Thursday, 28 July 2022
Author:	J Shattock
Author Title:	Mayor
Report Date:	Thursday, 4 August 2022

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#### Purpose

1. To inform the Council of appointments and funding allocations undertaken during the month.

#### Recommendation

2. That the Council:
  - c) Receives Report No 2022-592885, Mayoral Report – 25 July to 5 August 2022.

#### Context

##### 3. **Mayoral Appointments**

###### a) **Monday, 25 July 2022**

Met with Evonne Johnson  
Met with Florence Trickey  
Attended Rangiora Board meeting, Putaruru  
Attended Unpacking Resource Management Reform via Zoom  
Attended Tokoroa Host Lions Meeting

###### b) **Tuesday, 26 July 2022**

Met with Mr Ebeling  
Attended Tirau Community Board meeting

###### c) **Wednesday, 27 July 2022**

Catchup with the Chief Executive, Ms Law

###### d) **Thursday, 28 July 2022**

Attended pre-Council meeting  
Chaired Council meeting  
Chaired Community and Assets meeting

e) **Friday, 29 July 2022**

Attended DLC Hearing

Met with Mr Gray Baldwin

f) **Monday, 1 August 2022**

Met with Italia Nikolao

Met with Dennis Duggan

g) **Tuesday, 2 August 2022**

Attended pre-Finance, Audit and Risk meeting

Attended Finance, Audit and Risk meeting

h) **Thursday, 4 August 2022**

Met with Paul Bowden

Met with Logan Niederer

Met with Gray Baldwin

Attended Reforms Update via Zoom

Attended Tokoroa High School Trust meeting

i) **Friday, 6 August 2022**

Attended Central North Island Wood Industry Awards evening

#### 4. **Mayoral Fund**

There were no Mayoral Fund requests.

## 8.2 Building Rationalisation Report

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### Document Information

Report To:	Council
Meeting Date:	Thursday, 11 August 2022
Author:	Blaise Williams
Author Title:	Property Services Manager
Group Manager Lead:	Group Manager Assets
Report Date:	Thursday, 28 July 2022

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### Purpose

1. To inform the Council on the proposed building rationalisation of buildings owned by Council or owned by community groups on Council land.
2. To seek approval for building disposal by sale, removal or demolition as outlined in the below report.
3. To recommend to Council that those buildings outlined in the below report be either disposed of or retained conditionally subject to further analysis.

### Recommendation

4. That Council:
  - d) receives Report 2022-592278, Building Rationalisation Report.
  - e) Approves demolition or other disposal of the following buildings and structures in Councils building portfolio or situated on Council land and required for strategic purposes
    - (i) Airport tower-remove, sell or demolish.
    - (ii) Chapel off Maraetai Road remove, sell or demolish.
    - (iii) Art Society Building off Maraetai Road- remove or demolish.
    - (iv) Dance Studio off Maraetai Road-demolish.
    - (v) Potter Shed off Maraetai Road-demolish.
    - (vi) Pirates Rugby Club, Memorial Park-demolish
    - (vii) Garage located on County Lane Road reserve, Tirau-demolish.
    - (viii) Veterinary Services: Lot 6 DPS 535, 75 Tirau Street Putaruru-Sell on open market after offering to South Waikato Veterinary Services.
    - (ix) AFC Rangers Club, Nola Street, Putaruru.-Demolish;
    - (x) Putaruru Small Bore Rifle Club, Corner Peace and Meadow Street - Request Smallbore Club to remove at tenants' expense or demolish.
  - f) The maximum cost of the above works, if no community input, is \$400,000.00 and is an unbudgeted expense to be funded from under and overs for the 2022/2023 financial year.

- g) That any funds received from the sale of properties or buildings be offset against the cost of removal or demolition of the buildings identified to be removed or demolished
- h) That proceeds from the sale of Lot 6 DPS 535, 75 Tirau Street Putaruru (Veterinary Clinic) be used to pay down debt.
- i) The following properties/buildings in Councils property portfolio be retained pending further investigation: -
  - (i) Downer Depot, Patetere Street Tirau;-Retain pending feasibility study which will be the subject of a separate report to Council.
  - (ii) Bonaly Street Toilets; -Retain pending outcome of Tokoroa Town Centre Plan.
  - (iii) Tokoroa Library-Retain until new facility constructed and then dispose.
  - (iv) Garage-Ensore Place, Tirau-Retain for period of lease with Lions and then dispose.
  - (v) The Plaza, Putaruru-Retain, re-visit proposal to dispose, subject to seismic assessment.
  - (vi) Bridge Club, Putaruru-Retain and explore options for multi-use to increase community utilisation.
  - (vii) Girl Guides, Tokoroa-Retain and explore options for multi-use to increase utilisation.
  - (viii) Toilet/First Aid room, Glenshea Park-Retain as structure is in good condition and suited for intended purpose.
  - (ix) A&P Jubilee Pavilion, Glenshea Park-Retain suitable for storage for Council. Was used for youth activities (no longer used) and storage for the Axemans Club.
  - (x) Old Noel Leeming Building, Tokoroa-Retain until Tokoroa Town Centre Plan finalised, and strategic benefit assessed.

## **Executive Summary**

- 5. A consultant's report and a visual assessment by Councils Property Services Manager has been undertaken to assess options for rationalisation of Councils building portfolio.
- 6. Options available are to dispose of the buildings or retain them pending further assessment. Staff recommend certain buildings/structures to be disposed of either through removal, demolition or sale. Other properties identified in the Consultant's report for conditional disposal be retained pending additional investigation, as outlined in this report.
- 7. Staff consider the matters contained in this report and the decisions requested of Council have low significance in terms of Councils Significance Policy and that the above recommendations comply with the Council's legal requirements.

## **Context**

- 8. Council holds a significant building portfolio, some of which no longer support Councils vision, or presents a health and safety risk to the community (including anti-social behaviour) and would require significant funds to remediate or mitigate that risk. Some of the buildings are in such a poor state of repair that they also present a reputational risk for the South Waikato District Council.
- 9. The following buildings have been identified as requiring sale, removal or demolition: -



Building/Property Name	Indicative renewal/maintenance costs \$	Current Lease	Recommendation	Removal/demolition Cost \$
Airport Tower	91,823	no	Demolition	20,000
Chapel	60,060	no	Move or demolish	50,000
Art Society	150,150	no	Move or demolish	45,000
Dance Studio	377,685	no	Move or demolish	45,000
Potters Shed	70,140	no	Move or demolish	20,000
Pirates Rugby Club	503,475	no	Demolition	75,000
Garage	48,300	no	Demolition	10,000
Veterinary Services	86,835	yes	Sale	-
AFC Rangers Club	530,408	no	Demolition	75,000
Putuaruru Small Bore Rifle Club	99,750	their building	Move or demolish	Move at tenants expense
Downers Depot	130,800	yes runs out 30/6/22,	Sale subject to feasibility study	-
Bonaly St Toilets	8,400	N/A	Retain for nine months pending development Town Centre Plan. In the interim chemwash building and building surrounds. Paint building	3,000
	2,157,825			343,000

### Airport Tower

- Structure presents Health and Safety risks and requires a structural assessment to ensure structural integrity in a seismic event. The cost of investigation and mitigation of risk is of the order of \$92,000.00. It is estimated that the cost of demolition would be of the order of \$20,000.00.
- The recommendation is to offer the structure for removal, failing which it will be demolished.

### Chapel

- The building is in a moderate to good condition, situated on land identified for Tokoroa Business Park. The church indicate that they believe the building has been gifted them and are looking for proof of ownership. They have few funds and would be happy for Council to relocate the building on a suitable piece of land.
- The building will require an investment of approximately \$60,000.00 over the next 5 -10 years to retain its condition rating. Removal costs would be of the order of \$30,000.00 if moved locally. Demolition costs would be of the order of \$45,000.00.
- The recommendation is to offer the building for removal or to demolish the building. Both costs are likely to be borne by Council.

### Art Society

- The building is in a moderate to poor condition with health and safety concerns for users particularly at night. It is situated on land identified for the Tokoroa Business Park. The Society have indicated anecdotally that they are happy to move to another location and have suggested the Bonaly Street toilets. There appear to be some art and craft focussed organisations in Tokoroa, and in accordance with general workshop discussions, it is proposed that the Art Society look to amalgamate with one of these groups.
- The building will require an investment of approximately \$150,000.00 over the next 5 – 10 years to bring up to a moderate standard. Demolition costs would be of the order of \$50,000.00.
- Recommendation is to demolish the building.

### **Potter Shed**

18. The building is in a poor condition with health and safety concerns for users particularly at night. It is situated on land identified for the Tokoroa Business Park. The Society have indicated anecdotally that they are happy to move to another location and have suggested the Bonaly Street toilets. There appear to be a few art focussed organisations in Tokoroa, and in accordance with general workshop discussions, it is proposed that Potters look to amalgamate with one of these groups.
19. It is understood that the Pottery Group are a subset of the Art Society and store pottery kilns and wheels in the Potters Shed. The building will require an investment of approximately \$70,000.00 over the next 5 – 10 years to bring up to a moderate standard.
20. Demolition costs would be of the order of \$20,000.00.
21. Recommendation is to demolish the building.

### **Dance Studio**

22. The building is in a poor condition with significant health and safety concerns. It is situated on land identified for the Tokoroa Business Park. The owner of the dance studio business has indicated that they are happy to vacate the premises but are looking for a site to use for dance examinations. They require a 12X12 meter sprung floor. Examiners come from overseas and they have an examination scheduled for later in the calendar year. No demolition of the building will be undertaken until after the examinations.
23. The building would require an investment of approximately \$378,000.00 over the next 5 – 10 years to bring up to a moderate standard. Demolition costs would be of the order of \$45,000.00.
24. Recommendation is to demolish the building after dancing examinations have been held for the 2022 year.

### **Pirates Rugby Club Building**

25. The building is in an overall poor condition with significant health and safety concerns. It will continue to deteriorate unless investment in renewal and repairs and maintenance of approximately \$498,000.00 is made over the next 5 – 10 years.
26. Approximate demolition costs are estimated to be \$75,000.00.
27. Recommendation is to demolish the building.

### **Garage: County Lane, Tirau**

28. The building is in poor condition and has some health and safety concerns and is aesthetically inappropriate for the surrounding area.
29. The building would require an investment of approximately \$48,000.00 over the next 5 – 10 years to bring up to a moderate standard. Demolition costs would be of the order of \$10,000.00.
30. Recommendation is to demolish the building.

### **Veterinary Building, Putaruru**

31. The building is in a moderate to good condition although the adjoining shed is in poor condition.
32. The building would require an investment of approximately \$84,000.00 over the next 5 – 10 years to maintain a moderate/good standard.
33. In the absence of a strategic purpose to retain the building, it is recommended that the property be sold on the open market with the current lease in place. It is Zoned "Business" and is currently leased to the veterinary Clinic. In the event it is sold it would be sold with the existing lease in place.

34. Recommendation is to sell the property on the open market after offering it to the Veterinary practise at market valuation. Proceeds from the sale will be used to pay down debt.

#### **AFC Rangers Clubrooms**

35. The property is in a poor condition and is structurally unsafe and appears to be used for anti-social activities. The state of the building reflects poorly on Council as owner.
36. The building would require an investment of approximately \$530,000.00 over the next 5 – 10 years to bring up to a moderate standard.
37. Demolition costs would be of the order of \$75,000.00.
38. Recommendation is to demolish the building.

#### **Putāruru Small Bore Club**

39. The building is on Council land identified for a future wetland area.
40. This building is owned by the Small-Bore Club, and they are required to remove the building off site. Whilst every effort will be made to ensure they abide by the lease there is a possibility that the club could walk away from its obligations, necessitating Council to remove or demolish the building.
41. The building would require an investment in renewals and maintenance of approximately \$100,000.00 over the next 5 – 10 years to bring up to a moderate standard.
42. Demolition costs would be of the order of \$45,000.00.
43. Recommendation is to have the Club remove the building, or failing which Council demolish the building.

#### **Downers Depot, Tirau**

44. The buildings on site range in condition from moderate to poor.
45. Buildings would require an investment in renewals and maintenance of approximately \$131,000.00 over the next 5 – 10 years to bring up to a moderate standard.
46. The depot is currently leased to Downers on a month-to-month basis and in the absence of a strategic reason to retain the buildings and property the site should be sold.
47. It is understood that in the past the property has been offered for sale and this has proved unsuccessful. It may be appropriate to undertake a feasibility study to determine demand for the site and possible redevelopment to take advantage of possible demand for differentiated industrial sites.
48. It is recommended that the property be retained in the short-term pending the production of a feasibility study to determine the most benefit for Council and then the property be sold. This recommendation would be the subject of a separate report to Council.

#### **Bonaly Street Toilets, Tokoroa**

49. The building is in poor condition, has not been used for a few years, and is tagged frequently. The toilet will require approximately \$8,400.00 in the short term to make it useable. Cost to demolish the toilet would be of the order of \$15,000.00.
50. The Arts Society have indicated that they would like to make use of this building when they are required to vacate the Arts Society building in Maraetai Street. It is recommended that this request be declined, and the Society encouraged to co-locate with other like-minded clubs in Tokoroa.

51. Given Council is shortly to embark on a Town Centre Plan for Tokoroa it may be opportune to await the outcome of the Plan prior to demolition of the toilet, given the scope of the Plan would include the Bonaly Street area. In the interim the Property Team will undertake some basic works to make the building more attractive.
52. It is recommended:
  - a) That the property be retained in the short-term pending development of the Tokoroa Town Centre Plan.
  - b) That the Arts Society be consulted with regarding their building, and also advised that their request to relocate to the Bonaly Street toilets is declined.
  - c) That the Property Team be requested to undertake some basic works to enhance the toilet block and surrounding area.

**The following buildings were proposed for conditional disposal: Recommendation:**

- Tokoroa Library-Retain until new facility constructed and then dispose.
- Garage-Ensore Place, Tirau-Retain for period of lease with Lions and then dispose.
- The Plaza, Putaruru-Retain, re-visit proposal to dispose, subject to seismic assessment.
- Bridge Club, Putaruru-Retain and explore options for multi-use to increase community utilisation. Raukawa have indicated interest in purchasing this property. However it is considered to be located in a prime position with ample parking, situated between a Council Playground and the Garden of Remembrance and over the road from Councils Putaruru office.
- Girl Guides, Tokoroa-Retain and explore options for multi-use to increase utilisation.
- Toilet/First Aid room, Glenshea Park-Retain as structure is in good condition and suited for intended purpose.
- A&P Jubilee Pavilion, Glenshea Park-Retain suitable for storage for Council. Was used for youth activities (no longer used) and storage for the Axeman's Club.
- Old Noel Leeming Building, Tokoroa-Retain until Tokoroa Town Centre Plan finalised, and strategic benefit assessed. Currently leased to Raukawa Charitable Trust, for community purposes to 31 March 2023.

**Discussion**

53. If the recommendations for disposal are not approved, the buildings will continue to present health and safety risks to the community, reputational risk for the South Waikato District Council, the Tokoroa Business Park development may be delayed, and the buildings will continue to require maintenance.
54. The properties identified for conditional retention be retained in Council ownership until such time as the reasons for conditional retention have been met. At that time, they will be the subject of a further report to Council recommending either final disposal or retention.

**Options**

55. Council could choose not to proceed with the recommendations to have buildings removed, sold or demolished but the impact would be as outlined in paragraph 10 above. OR
56. Staff have assessed that there are limited options for Council to consider. The options are either to remove the structures/buildings or retains them and fund maintenance and renewals necessary for compliance with the Health and Safety Act 2015, and compromise development of the Tokoroa Business Park.
57. Staff recommend disposition of the buildings/structures as outlined in this report as per the recommendations made to Council.

## **Linkage to Strategic Plan Priorities**

58. The sale or demolition of these structure/buildings is required to provide safe durable infrastructure for Council and its community.

## **Consultation (Internal and External)**

59. Staff will meet with affected parties prior to the buildings being removed.
60. Internal discussions have occurred with the Executive Team, staff, and a Council Workshop.

## **Financial Considerations**

61. The total costs to complete the required renewal and maintenance is approximately \$2.16 million over \$5 – 10 years with the bulk of expenditure occurring in the first 3 – 5 years. This would be an unbudgeted item as no provision for these works has been made in the Long-Term Plan.
62. If tenants do not contribute to remove/demolish their buildings, the cost of demolition and removal of buildings identified in this report would be of the order of \$400,000.00 including a small contingency. This is also an unbudgeted item, and it is proposed to fund the work out of under and overs for the 2022/2023 financial year.
63. Demolition and removal costs will be operational expenditure.

## **Risks**

64. There are minor risks associated with the demolition of buildings, but it is considered removal or demolition of the properties indicated will reduce the Councils overall risk profile.

## **Significance & Engagement Policy**

### **Significance**

65. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report for the sale or demolition of these structure/buildings will not breach the Councils Significance Policy.

### **Engagement**

66. Staff have already met with some affected organisations and will continue to work through any issues associated with Councils decisions and when the sites need to be vacated by.

## **Reference**

SWDC Building Rationalisation Report Doc Set ID 586813

Property Utilisation Powerpoint Doc Set ID 591221

## 8.3 Te Waihou Walkway Development

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### Document Information

Report To:	Council
Meeting Date:	Thursday, 11 August 2022
Author:	Ted Anderson
Author Title:	Group Manager Assets
Group Manager Lead:	Ted Anderson
Report Date:	Wednesday, 3 August 2022

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### Purpose

1. To inform the Council of the Te Mauri o Waihou Project.
2. To advise Council of issues identified regarding Council assets within the Te Puna area and cost implications.

### Recommendation

3. That Council:
  - a) Receives Report 2022-592963, Te Waihou Walkway Development.
  - b) Supports the Te Mauri o Waihou Project concept and outcomes.
  - c) Approves funding of \$113,000 to mitigate the structural integrity risks relating to the viewing platform within the Te Puna area of the Te Waihou Walkway.
  - d) That this mitigation work is funded from the *Te Waihou co-management* budget of \$30,000 carried over from 2021/22, plus 2022/23 "Te Waihou co-management" budget of \$38,400, \$22,700 from the *Joint Projects- Raukawa* funding budget leaving a shortfall of \$21,900 which can be funded from the remaining balance of the \$5m ex SWIF reserve.
  - e) Agrees to fund the ongoing maintenance of new assets installed as part of the Te Mauri o Waihou Project when the Project ends in 2024.

### Executive Summary

4. The Raukawa led, Department of Conservation (DoC) funded Te Mauri o Waihou Project is currently underway within the Te Waihou Walkway, that includes upgrading of the Te Puna (Blue Spring) area. Issues/risks have been identified regarding the retaining wall within the Te Puna area that needs addressing to maintain structural integrity and prevent delay and possible loss of future funding to the Project.
5. Staff recommend the remedial work, as detailed in paragraph 15 below, is undertaken as soon as possible.
6. Staff consider the matters raised in this report have high significance and that the recommendations comply with the Council's legal requirements.

## Context

7. The Te Waihou Walkway and Te Puna (Blue Springs), was once a hidden gem, visited by around 10,000 people a year. Between 2014 and 2016, images and text noting the purity and beauty of Te Puna (the Blue Spring) went viral on the internet and social media pages and is now a very popular destination for local, national and international visitors. Tracking devices have recorded that over the last five years an average of 105,411 visitors per year have visited the Walkway, putting strain on the infrastructure at Te Puna.
8. Upgrades within the Walkway and at Te Puna by Council is an on-going project with track re-metalling, boardwalk upgrading, construction of a retaining wall/viewing platform and installing of a toilet at the Te Puna (Blue Spring) area and installing of seating and planting works being undertaken. Council upgraded the vehicle/pedestrian bridge to ensure safe access to the water supply headworks in 2020.
9. In 2015 the Raukawa Charitable Trust (RCT) raised concerns around the impact visitor numbers were having on Te Puna. In 2016 the Raukawa Charitable Trust began working with SWDC to protect the environment, including asking visitors to refrain from swimming in the spring and the aquatic habitat recovered markedly.
10. The RCT and SWDC also began working on the development of a landscape design project to enhance the cultural, social and environmental features including the enhancement of the amenity, landscape and built form of the Walkway. From this initial draft concept design plans were developed by a landscape designer. Engagement with multiple parties were then undertaken with several concerns and opportunities identified.
11. In 2021 Raukawa RCT applied for and was successful in securing funding from the Department of Conservation under the *Jobs for Nature* programme. The funding application was supported by the SWDC, as it was seen as a way to enable some of the planned Landscape design. The project is named Te Mauri o Waihou (TMoW) Project with funding of \$992,000 secured over a three- year duration.
12. The intention of the Te Mauri o Waihou Project is to build on the progress already made, enhancing the environment, improving infrastructure and managing visitors in a way that improves their experience and further reduces their impacts.
13. The objectives of the Project are twofold:
  - To implement a landscape design plan and a biodiversity management plan to create a space that reflects the cultural and environmental values associated with Te Puna and Te Waihou, including the enhancement of the amenity, environment, habitat, landscape and built form of the Te Waihou walkway and surrounds; and
  - To implement a Kaitiaki (ranger) monitoring and environmental management programme focused on animal and plant pest control, habitat protection, the integration of mātauranga Raukawa environmental assessments and monitoring and enhancement of visitor experience.
14. The Project involves a staged approach over three years:
  - Appointment of a Project Manager and two Kaitiaki
  - Development of Design Plans (Walkway, Puna (Blue Spring) area, and Carpark) and Biodiversity Management Plan (BMP)
  - Upgrading of the viewing platform
  - Planting and pest control
  - Carpark improvements
  - On-going monitoring and implementation of the BMP.
15. An Advisory Group was established that consists of two representatives from the various stakeholders involved, being landowners, RCT, SWDC, Waikato Regional Council, Department of Conservation and Waka Kotahi. Council's two representatives appointed to the Advisory Group are the Parks and Reserves Manager and the Community Development Planner. This project is led by Raukawa, but

they have been working cohesively with Council's Parks and Reserves Manager who in turn has liaised with other relevant Council departments.

## Discussion

16. As part of the viewing platform upgrade work Raukawa engaged a landscape designer, who recommended a structural assessment be completed on the platform area, at Te Puna, including the retaining wall and upper viewing platform. The structural engineer identified issues/risks associated with the retaining wall and provided a recommended solution.
17. The risk to the viewing platform is the pressure on the platform structure's retaining wall which has been built on a sandy riverbed. The retaining wall is showing signs of movement (bowing), and if left unchecked has the potential to fail.

The engineer suggests that the movement of the retaining wall could be a combination of:

- Insufficient pole embedment depth within the riverbed
  - Silty conditions within embedment soils offering little/reduced lateral support to the poles
  - The presence of pipe services promoting soil support failure adjacent to the retaining wall poles.
  - The infiltration of surface water from the hillside south of the platform and from the descending east walkway. This infiltrated water can contribute to overloading the retaining wall if undissipated via effective wall drainage behind.
18. The solution is to rectify the existing wall to enhance the long-term use of the river asset rather than replace the wall entirely which in doing so would have greater negative effects on the environment/awa. The recommended solution for the retaining wall are:
    - Excavate and install a surface water cut off drain near the base of the hill to the south. This cut off drain should extend to the east and incorporate a drain across the east pathway. A durable and removable trench grate should be incorporated in this drain. Discharge of the collected waters should be downstream of the pump facility buildings.
    - To correct the instability of the pole retaining wall, excavation behind the retaining wall should be completed to the level of the stream bed and an inspection of the rear planking undertaken. Tie backs should be installed using either reinforced concrete (a 'dead man' wall) or alternatively tied back to the decking piles.
    - Free draining material/poly rock backfill should be installed behind the renovated pole wall and the area prepared for the proposed board walk.
  19. The unknown technical issues identified with the viewing platform were not anticipated in the initial design phase and has delayed the final design being ready for RCT to confirm contractors for the build. The funding that has been obtained by Raukawa for this project is dependent on reaching KPIs on each phase. The KPI for the viewing platform upgrading works is to be completed by December 2022.
  20. Being a Council installed asset, RCT had approached Council to approve the mitigating works, and to provide funding for this work to be completed as soon as possible to prevent further delay and meet the Project's milestones set by DoC and subsequently remove the risk of DoC funding for Years 2 and 3 being pulled.
  21. DoC have reiterated the focus for their Jobs for Nature funding is around environmental and employment outcomes only but have indicated their preference for the viewing platform issue to be dealt with now, due to the risk of the platform eventually failing and public safety being compromised, with a recognition that this may cause a necessary delay in the Project's milestone dates being reached for the works related to the Puna.
  22. RCT's approach to Council to fund the mitigation works associated with the viewing platform has raised the greater issue of Council's continued investment in the Walkway as a whole, and the willingness of Council to commit to the ownership and management of new assets being installed as part of the Te Mauri o Waihou Project, alongside the commitment to continue to fund ground maintenance works being undertaken under the Open Spaces Maintenance Contract.



23. New assets that will be needing to be maintained would include the viewing platform's decking and balustrade fencing, vertical markers and signage, bench seating, timber inlays within the accessway, and new plantings at the Te Puna area. For the duration of the TMoW Project to 2024 the maintaining of new planted areas and new assets can be undertaken by the two kaitiaki, however, at the completion of their employment under the Project these assets will need to be maintained by Council and will need to be funded in 2024-34 LTP.
24. It should be reiterated that the Te Waihou Walkway is a very well utilised walkway within the South Waikato Community and is a source of immense pride for the district. The awa and puna are also of huge cultural and traditional significances to Raukawa and Mana Whenua.
25. The Te Waihou Walkway Strategy is being developed between RCT, SWDC, and other representatives within the current Advisory Group forum set up under the TMoW Project. The Strategy will determine co-management responsibilities, long-term funding sources, maintenance, and the determination of required future works such as the upgrading of tracks and boardwalks to SNZ HB 8630:2004 standard, for this desirable asset within our district.
26. Deferring the repairs to the retaining wall to later years could result in the integrity of the structure continuing to worsen. This will increase the possibility for the failure of the retaining wall and viewing platform putting public safety at risk. Maintaining adequate vehicular access for water services at the headworks will also be put at risk. Rectifying the retaining wall now will cost less than having to replace the wall later and reduce potential negative effects on the puna environment and awa.
27. With the evidence of the retaining wall already starting to fail it can be expected that DoC funding and support of the TMoW Project will be pulled as they will not support any project where the risk to public safety is not appropriately managed.
28. Improvements of the Te Mauri O Waihou Project being made as part of the puna area upgrade include decking, balustrade, vehicle/pedestrian surfacing, vertical markers, and signage. These might need to be removed and reinstated or replaced if the retaining wall work is deferred to a later date.

## Options

29. Staff have assessed that there are no other viable options for the Council to consider. Staff consider the solutions put forward by the professional engineer are the best means to rectify the issues and risks, and that doing nothing or deferring works will be to the detriment of the public, Council, and relevant stakeholders involved in the Walkway in terms of safety, accessibility to necessary water assets, collaboration, and Council reputation.

## Linkage to Strategic Plan Priorities

30. Matters raised in this report link to the following strategies adopted by Council for the 2021-31 LTP:
  - Vibrant culture: Strong relationships with Iwi and Māori, Pacific Peoples and other cultures
  - Durable infrastructure: Infrastructure and services that are fit for purpose
  - Healthy, proud and connected community: A community that has good access to recreation and leisure services and is connected as a community and a good connection to Council.
  - Environmental sustainability: Support environmentally friendly practices and technologies and consider the physical environment when making decisions.

## Consultation (Internal and External)

31. Te Waihou Walkway stakeholders via the Advisory Group forum.

## Financial Considerations

### Costs

32. An overall cost of the viewing platform work has been estimated to be \$344,119. Of that estimate, Council's contribution for re-stabilising works directly attributed to Council's viewing platform will be \$113,000.
33. The OSM Contractor has indicated that the estimated cost to maintain the proposed new assets and planting at the puna site will be an additional \$6,200 annually. This cost would require matching funding from 2024 onwards.

### Budgets

34. In the 2021/22 Financial Year (and subsequent years of the LTP) SWDC has an operational funding of \$88,290 allocated for the Te Waihou Walkway to undertake mowing, vegetation control, refuse collection, hard surface maintenance, grounds maintenance, bridge maintenance, planting, fencing repairs, signage, vandalism, pest control building/structure repairs and toilet-related cleaning. This budget covers the annual cost of maintaining the existing infrastructure.
35. In addition to the budget above, operational project funding for "Te Waihou co-management outcomes" was approved within the 2021-31 LTP of \$30,000 in Year 1 and again in Year 2, \$20,000 from 2023/24 to 2029/30, and ongoing opex of \$8,400 allocated from 2022/23 to 2030/31.
36. LTP commentary for the co-management funding stated the funding was being applied for in order to achieve the following outcomes:
  - Security of cultural asset resulting in the walkway remaining open, well-used and respectful of the Waihou's cultural significance
  - Enhanced security, particularly in parking, through use of technology
  - Continued development of existing SWDC infrastructure - e.g., boardwalk, paths, carpark, toilets, signage - in ways that achieve joint goals: economic, maintenance, cultural/tikanga, security, informational/storytelling
  - User-donation initiatives to recover operating costs and investments e.g., tap-to-donate/text-to-donate
  - Develop a charter, structure and actions for joint governance, management and operational delivery
37. The \$30,000 *Te Waihou co-management outcomes* budget was unspent in 2021/22 and could be carried over to part fund Council share of the "retaining wall" cost. The Year 1 carry over combined with the funding in Year 2 will provide \$68,400. Unspent funding of \$22,700 remain within the *Joint Projects- Raukawa* budget that potentially could also be carried over to provide total funding of \$91,100 towards the overall cost of mitigating the terrain/retaining wall issues, leaving a shortfall of \$21,900 which can be funded from the remaining balance of the \$5m ex SWIF reserve.

### Risks

38. With movement of the retaining wall now being identified this informs Council that the structural integrity of the wall is failing. If mitigating works are deferred the integrity of the wall will continue to worsen and is likely to mean the viewing platform will eventually fail completely, putting public safety at risk. This will also put at risk vehicular accessibility for works associated with the water headworks located at the puna area.

## **Significance & Engagement Policy**

### **Significance**

39. Staff have considered the key considerations under the Significance and Engagement Policy and have assessed that the recommendation(s) in this report is high given the following considerations:
- Whether the proposal or decision will affect a large portion of the community
  - The likely impact on present and future interests of the community
  - The likely impact on Māori cultural values and their relationship to land and water
  - Whether the proposal affects the level of service of a significant activity
  - Whether the likely consequences are controversial and has a likely impact on the reputation of Council.

### **Engagement**

40. Council's policy is to identify people who will or may be affected by, or have an interest in, the decision, and to provide them with reasonable access to relevant information in an appropriate format on the process. The forum established for consultation of all relevant Te Waihou Walkway stakeholders, the Te Mauri o Waihou Advisory Group, have been informed of relevant information for the issues presented in this report for the Te Puna's viewing platform.

### **Attachments**

Te Mauri o Waihou Te Puna Boardwalk & Viewing Area Design (final draft) - ECM 591762

## **9. Members Information Requests**

## 10. Public Excluded - Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

### Recommendations

1. *That the Council Public Excluded Business will commence at the conclusion of the Council Public Business.*
2. *That the public be excluded from the following parts of the proceedings of this meeting.*

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution</b>	<b>Ground(s) Under Section 48(1) for the passing of the resolution</b>
<i>Council public excluded minutes 28 July 2022,</i>	<i>Reason(s) for excluding the public are recorded in the public minutes of the meeting 28 July 2022.</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>
<i>Maraetai Road Intermodal Business Park Design B Report</i>	<i>This report is <b>CONFIDENTIAL</b> in accordance with section 46A (8) and 46A (9) of the Local Government Official Information and Meetings Act 1987, being a report that the Chief Executive of the South Waikato District Council reasonably expects will be discussed with the public excluded. That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to enable the local authority holding the information to carry on, without prejudice or disadvantage, commercial activities – Section 48(1)(a); Section 7 (2)(h)</i>	<i>The public conduct of this part of the meeting would be likely to result in the disclosure of information for which there is good reason for it being withheld. Section 48(1)(a)</i>

*This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public.*

## Council Outcomes

**Growth** - Activities and strategies that facilitate sustainable economic growth and lift community pride.

**Resilience** - A resilient district with good infrastructure, services, a sound financial position, rates affordability and a healthy environment that has the ability to anticipate, resist, respond to and recover from significant change or events.

**Relationships** - Strong relationships with Iwi and Māori, Pacific Peoples and community and business groups that can achieve growth and a resilient community.