AGENDA/KAUPAPA

Te Kaunihera o Te Tairāwhiti
GISBORNE
DISTRICT COUNCIL

P O Box 747, Gisborne, Ph 06 867 2049 Fax 06 867 8076
Email service@gdc.govt.nz Web www.gdc.govt.nz

MEMBERSHIP: Larry Foster (Chair), Colin Alder, Andy Cranston, Debbie Gregory, Ani Pahuru-Huriwai, Rawinia Parata, Aubrey Ria, Tony Robinson, Rob Telfer, Teddy Thompson, Rhonda Tibble, Nick Tupara, Josh Wharehinga and Her Worship the Mayor Rehette Stoltz.

OPERATIONS - INFRASTRUCTURE/NGĀ WHAKAMAHI - TE HANGANGA Committee

DATE: Tuesday 18 February 2025

TIME: 9:00AM

AT: Te Ruma Kaunihera (Council Meeting Room), Awarua, Fitzherbert Street, Gisborne

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Operations – Infrastructure

Reports to:	Council
Chairperson:	Cr Larry Foster
Deputy Chairperson:	Cr Teddy Thompson
Membership:	Mayor and all Councillors
Quorum:	Half of the members when the number is even and a majority when the membership is uneven.
Meeting frequency:	Six weekly (or as required).

Functions

- To provide governance oversight of Council's operational programmes, services, activities and projects (including major projects) related to infrastructural assets.
- To enable the progress of the Council's operational activities, projects and services.

Its scope includes:

Infrastructure Services

- Urban Stormwater
- Wastewater
- Water Supply
- Land, Rivers and Coastal
- Local Roading Network – including associated structures, bridges and retaining walls, walkways, footpaths and road reserve, landscaping and ancillary services and facilities, street lighting and traffic management control.
- Solid Waste – including landfill and transfer stations, recycling and waste minimisation.

Terms of Reference

Operational oversight

- Provide governance direction for the Council's operational activities as outlined in the general purposes and scope section.
- Review and adjust relevant working programme priorities within agreed budgets, activity management plans and levels of service as per the Council's Long Term Plan.
- Receive updates on programmes, major projects/projects and activities.
- To have input into, and make decisions on, operational proposals, options and cost of projects/major projects.
- Contribute to the development of short term plans for community services and community facilities.
- Consider the strategic regulatory and compliance issues.
- Prepare submissions on any matter that is within its rationale and terms of reference for Council approval and submit on behalf of Council when timelines do not allow Council prior approval.

Asset Management

- Oversee the management of all Council's physical assets – including land, buildings and roads.
- Make decisions on infrastructure and assets becoming Council's and on infrastructure and community assets on behalf of Council.
- Progress the sale of properties as approved in the Long Term Plan and Annual Plan.
- Contribute to the development of and oversee delivery of economic development projects.
- Consider proposals to change the status or revoke the status of a reserve as defined in the Reserves Act 1977 (including the hearing of submissions).

Power to Act

To make all decisions necessary to fulfil the role and scope of the Committee subject to the limitations imposed.

To establish subcommittees, working parties and forums as required.

To appoint non-voting advisory members (such as tangata whenua representatives) to assist the Committee.

Power to Recommend

To Council and/or any Council committee as it deems appropriate.

3.1. Confirmation of non-confidential Minutes 7 November 2024

MINUTES

Draft & Unconfirmed

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MINUTES of the OPERATIONS - INFRASTRUCTURE/NGĀ WHAKAMAHI - TE HANGANGA Committee

Held in Te Ruma Kaunihera (Council Meeting Room), Awarua, Fitzherbert Street, Gisborne on Thursday 7 November 2024 at 9:00AM.

PRESENT:

Her Worship the Mayor Rehette Stoltz, Colin Alder, Larry Foster, Debbie Gregory, Ani Pahuru-Huriwai, Aubrey Ria, Tony Robinson, Rob Telfer, Daniel Thompson, Rhonda Tibble, Nick Tupara, Josh Wharehinga.

IN ATTENDANCE:

Chief Executive Nedine Thatcher Swann, Director Lifelines Tim Barry, Acting Director Liveable Communities Kerry Hudson, Director Sustainable Futures Jo Noble, Chief Advisor Māori Gene Takurua Democracy & Support Services Manager Julian Rangihuna-Tuumuli and Committee Secretary Teremoana Kingi.

Secretarial note: Chief Executive Nedine Thatcher Swann, Her Worship the Mayor Rehette Stoltz, Director Lifelines Tim Barry, Chief Advisor Māori Gene Takurua Transport Agency Director Regional Relationships (Central North Island) Linda Stewart attended via audio visual link.

The meeting opened at 10.32am.

The meeting commenced with a prayer/karakia.

1. Apologies

MOVED by Cr Ria, seconded by Cr Robinson

That the apologies from Cr Parata and Cr Cranston be sustained. **CARRIED**

2. Declarations of Interest

There were no interests declared.

3. Confirmation of non-confidential Minutes

3.1 Confirmation of non-confidential Minutes 12 September 2024

MOVED by Cr Pahuru-Huriwai, seconded by Cr Gregory

That the Minutes of 12 September 2024 be accepted.

CARRIED

3.2 Action Register

Noted.

3.3 Governance Work Plan

Noted.

4. Leave of Absence

There were no leave of absence.

5. Acknowledgements and Tributes

There were no acknowledgements or tributes.

6. Public Input and Petitions

There were no public input or petitions.

7. Extraordinary Business

There was no extraordinary business.

8. Notices of Motion

There were no notices of motion.

9. Adjourned Business

There was no adjourned business.

10 Reports of the Chief Executive and Staff for DECISION

10.1 24-302 Reversion of Unsealed Roads

Journey's Infrastructure Manager Dave Hadfield presented.

Questions of clarification included:

- Waingake Road will need a level of service assessment before any decisions can be made regarding its status.
- Providing the key principles of the policy before engaging with the community can be very beneficial. It ensures that everyone has a clear understanding of the operational framework.
- The maintenance of the reverted roads, including grading, will continue as it currently is.
- The road maintenance schedule which includes grading is available on the Gisborne District Council Website.

- The Level of Service policy (LOS) is expected to be completed by the May/June 2025.
- It was acknowledged that Forestry companies have invested into the roads they use.
- Armstrong Road will be reverted in the absence of a road reversion policy.

MOVED by Cr Wharehinga, seconded by Cr Gregory

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Until a sealed to unsealed policy is adopted by the committee, staff continue with site specific community meetings.

CARRIED

11. Reports of the Chief Executive and Staff for INFORMATION

11.1 24-311 Operations Infrastructure Update

Land River and Coastal Operations

Presented by Director Lifelines Tim Barry

There were no questions of clarification.

Urban Stormwater Infrastructure

Presented by Leo Kelso Water Manager

Questions of clarification included:

- The Drainwise Programme is currently underspent and progressing well, as evidenced by the improved performance of the network.

Stormwater Operations

Presented by Leo Kelso Water Manager

Questions of clarification included:

- A photo shown on page 38 of the agenda is an example of the outcomes of the positive outcomes of maintenance work which includes the Paraone Road stormwater swales before and after regrading.
- There is an emphasis on reducing redevelopment levels, which affects the network.
- There is no infiltration in the wastewater, making the situation significantly different from last year.

Wastewater

Presented by Leo Kelso Water Manager

Questions of clarification included:

- The Tertiary Filter trial is due to begin with the supplier actively collaborating with Council to find a resolution. Stage 2 is performing exceptionally well. Efforts to work with the supplier aim to ensure that no additional costs are passed on to the Council.
- The sediment in the dams has mostly settled, but some remains in the Mangapoike Dams within Lake William. While the warmer weather should aid in further settling, it is currently unclear whether this will continue to be a problem.

Water supply

Presented by Leo Kelso Water Manager

Questions of clarification included:

- Grass seeding has been finished, but there are no updates yet on its effectiveness.
- In Kaiti, the drinking water network is not continuously monitored. A review would be necessary for properties concerned about their water quality.
- The water renewals program is set to start in early 2025.
- Council does not make decisions regarding fluoride in the water. For concerns or information about this, please contact the Ministry of Health.

Roads and Footpaths Operations Report

Presented by Journeys Operations Manager Libby Young

- A review of various temporary traffic management practices has been completed with a focus around risk. Trials are ongoing for different scenarios and work types, so there will not be a full roll out of these practices yet. Larger scale works have also been reviewed and trialled, with positive feedback from the Minister.
- There is an opportunity to educate the community about the health and safety aspects of traffic management and the processes around this.
- Maintenance of pavements is ongoing, with damaged pavers being replaced.
- The team were acknowledged for the positive feedback received from the community around the smart work being done and the reduction in road cones.

Road and Footpaths Infrastructure Report for 2024/25

Presented by Journeys Infrastructure Manager Dave Hadfield

- The physical work on the 1000 year bridge should be completed by 12 December 2024 and the opening date is yet to be determined.
- A trigger action plan is being worked through with New Zealand Transport Waka Kotahi (NZTA) and WSP. There are different processes around what work can be done on the William Petty Bridges to remove debris. There is another process during an emergency event.

MOVED by Cr Pahuru-Huriwai, seconded by Cr Wharehinga

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Notes the contents of this report.

CARRIED

11.2 24-298 Procurement of Design Professional Services for St. Legers Bridge

Presented by Director Community Lifelines Tim Barry

Questions of clarification included:

- CIP allocated $23m and NZTA have allocated $56m is for the full bridge rebuild programme and is not the cost of the St Ledgers Bridge.

MOVED by Cr Telfer, seconded by Cr Gregory

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Notes the contents of this report.

CARRIED

11.3 24-294 Actions from the Operations Meeting 23 September 2024

Presented by Journeys Infrastructure Manager Dave Hadfield

Questions of clarification included:

- The revised RoadSafe programme no longer supports the need to recruit a second road safety Support officer.

MOVED by Cr Wharehinga, seconded by Cr Thompson

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Notes the contents of this report.

CARRIED

11.4 24-318 Transport Rebuild East Coat Update

Presented by Richard Bayley New Zealand Transport Agency

Questions of clarification included:

- Staff were recognised for their effective communication with the community, including sending mail drops to those who do not use social media, ensuring the information is tailored to the audience.
- A key performance indicator has been established to ensure that 35% of the work is contracted locally with an 80% result to date. However, a significant amount of specialised work is still needed and there is no local supply.
- There is a strong focus on delivering high-quality work. The quality assurance team ensures that contractors meet these standards.
- There will be changes to maintenance structures and their operations, potentially incorporating some of the processes and systems currently used by the TREC alliance.

- Residents have expressed concerns about the Jeru Culvert. The work by TREC will restore the culvert to its pre-Cyclone Gabrielle service level but will not change or replace it. Any additional work beyond the recovery efforts is outside the scope of the TREC alliance.
- Future maintenance projects will incorporate operational changes, as NZTA is currently undergoing modifications to their maintenance structures.

MOVED by Cr Ria, seconded by Cr Pahuru-Huriwai

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga Committee:

1. Notes the contents of this report.

CARRIED

12. Close of Meeting

There being no further business, the meeting concluded at 12:13 pm.

Larry Foster
CHAIR

3.2. Action Register

Meeting Date	Item No.	Status	Action Required	Assignee/s	Action Taken
7-11-2024	10.0	**Completed**	Provide the Operations Committee a full update on the Central Business District (CDB)revitalisation programme.	Anita Reedy-Holthausen	03/02/2025 This is being delivered by a separate project team outside Community Lifelines who will give the Commitee an update in due course.
7-11-2024	11.3	**Completed**	Provide information about Harmony Pasifika Trust who is mentioned on page 93 of the report.	Dave Hadfield	03/02/2025 An update will be provided at the Operations Infrastructure meeting.

3.3. Governance Work Plan

2025 Operations Environment & Communities

2025 Operations Infrastructure

HUB	Activity	Name of agenda item	Purpose	Report type	Owner	Meeting Dates: 18-Feb	10-Apr	5-Jun	28-Aug	18-Nov
Liveable Communities	Other	Update on the 2024 Natural Heritage Fund	Report on the outcome of projects funded under the 2024 round of the NHF.	Information (I)	Mel Cheetham					
Liveable Communities	Other	Allocation of the Natural Heritage Fund	To approve the allocation of the 2026 round of the NHF.	Decision (D)	Mel Cheetham					
Liveable Communities	Integrated Catchments	Waingake Transformation Programme update.	Waingake Transformation Programme update.	Information (I)	Amy England					
Liveable Communities	Liveable Spaces	**Report 25-17** Maintenance Commitments Reynolds Hall and Tolaga Bay Wharf	In response to Clive Bibby's deputation pull together Reynolds Hall background to inform councillors.	Information (I)	De-Arne Sutherland Libby Young Kellee Tupara					

2025 Operations Environment & Communities

2025 Operations Infrastructure

HUB	Activity	Name of agenda item	Purpose	Report type	Owner	Meeting Dates: 18-Feb	10-Apr	5-Jun	28-Aug	18-Nov
Community Lifelines	Journeys	**Report 25-22** Transport Rebuild East Coast (TREC) Update	The purpose of this report is to provide an update to the committee about Transport Rebuild East Coast (TREC) progress on the state highway network.	Information (I)	Richard Bayley (TREC)					
Liveable Communities	Liveable Spaces	Cemetery Planning Update	Update on the processes underway to secure the future provision of cemetery services in the urban area.	Information (I)	Tyler Kirk					
Community Lifelines	Community Lifelines	**Report 25-26** Operations Infrastructure Update	To provide an update to the Committee about the following infrastructure services - Land Rivers and Coastal; Urban stormwater; Wastewater; Water supply; Local roading network.	Information (I)	Tim Barry					
Liveable Communities	Liveable Spaces	TBC	To report back to the Committee an update around the contract with Belgravia	Public Excluded (I)	Chris Visser					

Te Kaunihera o Te Tairāwhiti
GISBORNE
DISTRICT COUNCIL

25-17

Title:	**25-17 Maintenance Commitments Reynolds Hall and Tolaga Bay Wharf**
Section:	Journeys Operations Liveable Communities
Prepared by:	De-Arne Sutherland - Liveable Spaces Manager
Meeting Date:	Tuesday 18 February 2025

Legal: Yes	Financial: Yes	Significance: **Low**

Report to OPERATIONS - INFRASTRUCTURE/NGĀ WHAKAMAHI - TE HANGANGA for information

PURPOSE - TE TAKE

The purpose of this report is to provide information to the Committee following the public deputation from Clive Bibby at a Council Meeting.

SUMMARY - HE WHAKARĀPOPOTOTANGA

The information included in this report responds to the concerns raised during the public deputation presented by Clive Bibby at the Council meeting on 21 November 2024. They relate to three specific assets, including:

- Reynolds Hall
- Tolaga Bay Wharf structure
- Tolaga Bay Wharf entranceway Waharoa

Reynolds Hall is owned by the Reynolds Hall Trust. The wharf assets are owned by Council.

The decisions or matters in this report are considered to be of **Low** significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS - NGĀ TŪTOHUNGA

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Notes the contents of this report.

Authorised by:

Tim Barry - Director Lifelines

Keywords: Reynolds Hall Trust Deed, Tolaga Bay wharf, Uawa County Council, Council reserve land

BACKGROUND - HE WHAKAMĀRAMA

Reynolds Hall:

1. Reynolds Hall and land are community owned, located in Tolaga Bay. The Hall was opened in 1915 and named 'Reynolds Memorial Hall'. The Hall was registered as a Category II Historic Place in 1984. The hall serves the Tolaga and wider East Coast community as an important venue for community meetings, wananga and other activities.

2. The 1915 Reynolds Hall Trust Deed anticipates that ownership of the hall and land would transfer to a municipal body once one was created for the area. That has not occurred. The Trust Deed anticipates that once the Trustees pass on the hall and land over to the local authority, then the Trust winds up. There is, however, no obligation on a local authority to receive the hall and land. Gisborne District Council (Council) considered receiving the hall in 2017 amongst other options. At that time a Memorandum of Understanding (MOU) with the Trust was deemed appropriate.

3. In October 2017 a Committee of Council resolved to develop a Memorandum of Understanding (MOU) between the Reynolds Hall Trust (Trust) and Council for the purpose of Council staff providing relevant advice/support as capacity allowed, and in line with what support is available for other community facilities (report 17-451). The primary purpose of the MOU was to acknowledge Council's intent to provide advice and support (e.g. asset management advice and support, project management advice and support, funding advice, general management and technical knowledge) and, in return, the Trust would actively consult with Council in relation to the Hall.

4. Although the MOU was approved by the Committee, and the Trust indicated support for the draft MOU as it was prepared, staff have not been able to locate a signed version of the MOU, nor does Council have any evidence of the Trust seeking advice or support since the preparation of the MOU.

5. Although not envisaged by the MOU, Council maintains the Reynolds Hall site through its operational mowing schedule at its own cost as if the land were Council reserve land.

Tolaga Bay Wharf:

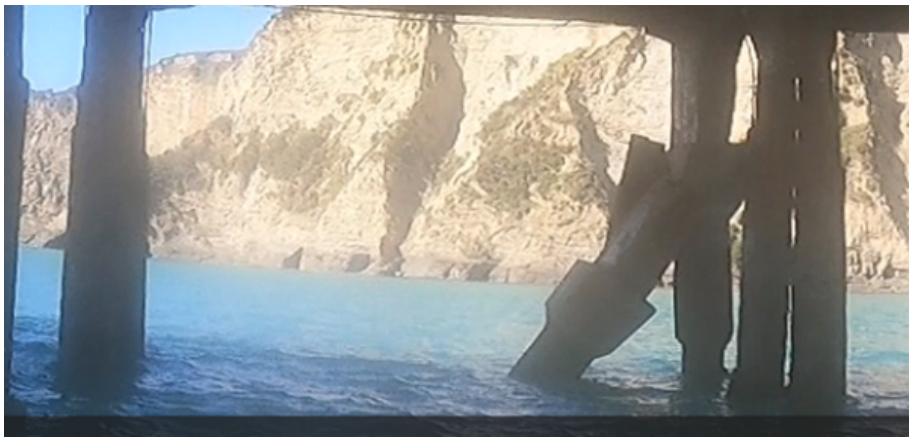
6. Tolaga Bay Wharf is 660m long, built in the 1920s. It has a concrete structure with timber deck. At time of construction the wharf was managed by the Tolaga Bay Harbour Board until the early 1960s when Uawa County Council took on the role. With several Local Government amalgamations since then, ownership and management of the wharf now resides with Gisborne District Council.

7. The Tolaga Bay Wharf is recognised as a Historic Place Category 1[1] structure and is now a regional tourist attraction since shipping from the wharf ceased in 1967.

8. The Tolaga Bay Wharf has received $5.5m of restoration works in approx. 2014 as funding became available from sources such as the New Zealand Lotteries Board, New Zealand Historic Places Trust and Eastland Community Trust, private benefactors and Gisborne District Council. This funding and restoration effort was led by "Save the Tolaga Bay Wharf" Trust.

[1] https://www.heritage.org.nz/list-details/3516/Listing

9. The restoration work was primarily focused on the first half of the structure.
10. In addition to visual inspections by staff, Council commissioned wharf inspection reports by qualified structural engineers to monitor the structure's condition. Since the remediation work was completed, inspections have been undertaken annually between 2016 and 2020, then 2022.
11. In 2023/24 due to the extensive damage to the structure from various cyclones, high sea swells and large woody debris in the water, a computer scanning survey was completed. This survey was completed to generate a baseline 3D computer modelled condition of the wharf. Council monitors its ongoing deterioration, because the condition of the structure is making it difficult and time consuming to visually inspect as there are substantial changes each inspection.
12. These condition assessment reports have identified deterioration of structural components over time, primarily on the last half of the structure to the berth. Since 2018 there has been failed piles, substantial concrete spalling, beam deterioration and various lengths of reinforced steel exposed from the structure reaching as far as the water.
13. The Tolaga Bay Wharf has been closed from the halfway point since February 2024. This is because the location and pattern of failed piles is not providing suitable structural support in some sections, particularly in all weather conditions. The structural steel hanging from the wharf is hazardous to recreational water users.
14. Council continues to repair the damaged fence blocking access to the last half of the structure, replaces lifebuoys and ensures the section that is accessible to the public is maintained.
15. Since 2014 Council has spent $233,029.97 on the Tolaga Bay Wharf; $130k (56%) was for physical works to maintain the structure.



Example of failed pile observed in August 2023.



Example of concrete spalling to the underside of the concrete deck and beam deterioration captured in 2023.



Example of exposed and hanging reinforced steel captured in 2023.

Tolaga Bay Wharf Entrance Waharoa:

15. Staff sought a structural engineer assessment of the entranceway structure in December 2024. The report recommends the two taller posts of the Waharoa need replacing and some general maintenance within the next 6–12 months and no further action required regarding closing access to the site.

> "I do not believe the structure or parts of it are likely to collapse as there is sufficient strength remaining for the light loads likely to occur even in windy conditions and the whole structure is appropriately reinforced with galvanised steel framing and bracing." (John Wells, Structural Engineer, Civil Assist, December 2024).

DISCUSSION and OPTIONS - WHAKAWHITINGA KŌRERO me ngā KŌWHIRINGA

Reynolds Hall:

a. Staff will seek to meet with the Reynolds Hall Trustees to understand their expectations and/or seek a letter outlining their request (e.g. to transfer hall/land to Council).

b. Staff will prepare options for Council consideration including likely financial implications, and any other key pieces of information for Council consideration including risk or precedence setting for decision.

c. Staff will continue to offer advice and support as outlined in the MOU, as well as mowing of the Reynolds Hall lawn until otherwise advised/decision of Council.

Tolaga Bay Wharf:

a. Staff will continue to maintain the closure at the halfway point, replace lifebuoys and undertake general maintenance to keep the first half the wharf open to the public.

b. Staff will continue to undertake annual structural inspections by a qualified structural engineer to monitor the ongoing condition.

c. Staff will support any community group that is wanting to source external funding to further remediate the wharf.

Tolaga Bay Wharf Entranceway:

a. Staff will investigate what is required to replace Waharoa at Tolaga Bay Wharf and seek costings and report back to this committee. This work is not currently budgeted in the Three-Year Recovery Plan.

ASSESSMENT of SIGNIFICANCE - AROTAKENGA o NGĀ HIRANGA

Consideration of consistency with and impact on the Regional Land Transport Plan and its implementation.
Overall Process: **Low** Significance
This Report: **Low** Significance

Impacts on Council's delivery of its Financial Strategy and Long Term Plan.
Overall Process: **Low** Significance
This Report: **Low** Significance

Inconsistency with Council's current strategy and policy.
Overall Process: **Low** Significance
This Report: **Low** Significance

The effects on all or a large part of the Gisborne district.
Overall Process: **Medium** Significance
This Report: **Medium** Significance

The effects on individuals or specific communities.
Overall Process: **Medium** Significance
This Report: **Medium** Significance

The level or history of public interest in the matter or issue.
Overall Process: **Medium** Significance
This Report: **Medium** Significance

19. The decisions or matters in this report are considered to be of **Low** significance in accordance with Council's Significance and Engagement Policy.

TREATY COMPASS ANALYSIS

Kāwanatanga

20. Temporary safety mitigations were implemented for reasons of safety. Iwi representatives were consulted on the long-term goals and the temporary mitigations that were made more permanent.

Rangatiratanga

21. With the structure in its current state, health and safety was the forefront of mind. Any significant decisions to the structure that may affect iwi and community groups, engagement will be made.

Oritetanga

22. When making significant decisions that affect iwi, hapu, and community members, the right people and groups will be invited to the table for discussion. Any minor safety decisions such as replacement of ladder, life buoys and safety signage are carried out without consultation.

Whakapono

23. Decisions that could impact any tikanga values will first be discussed with the relevant iwi representatives. Tikanga values are always considered in all decision-making processes.

TANGATA WHENUA/MĀORI ENGAGEMENT - TŪTAKITANGA TANGATA WHENUA

24. In February 2024, prior to the Tolaga Bay Wharf being closed at the halfway point, staff made contact with various representatives from the Hauiti Mana Kaitieki (Uawa Catchment Working Group), to discuss and inform of the proposed closure. Staff committed to making future contact if the status of the wharf was to change.

COMMUNITY ENGAGEMENT - TŪTAKITANGA HAPORI

25. No community engagement regarding the Tolaga Bay Wharf has been undertaken. Council has published various media reports on the wharfs condition and status.

CLIMATE CHANGE – Impacts / Implications - NGĀ REREKĒTANGA ĀHUARANGI – ngā whakaaweawe / ngā ritenga

26. With high sea swells and conditions, along with ongoing woody debris in the water, the Tolaga Bay Wharf is expected to further deteriorate in these conditions.

CONSIDERATIONS - HEI WHAKAARO

Financial/Budget

27. The proposed maintenance to the Tolaga Bay Wharf is within council's operating budget as approved in the 2024-2027 three-year plan. Any additional scope will require additional funding from Council or external sources.

Legal

28. As the Tolaga Bay Wharf is listed as a Historic Place (Category 1) Council has legal obligations under the Historic Places Act 1993.

29. Given the Tolaga Bay Wharf is owned by the Gisborne District Council the Council is responsible for public safety.

POLICY and PLANNING IMPLICATIONS - KAUPAPA HERE me ngā RITENGA WHAKAMAHERE

30. The maintenance of the Tolaga Bay Wharf is consistent with the operational budgets allowed for in the 2024-2027 three-year plan.

RISKS - NGĀ TŪRARU

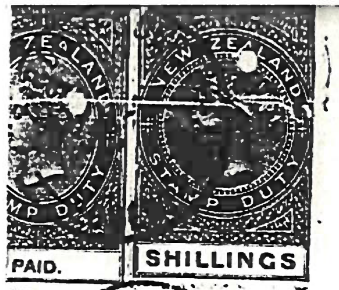
31. Any decision made about the structure may influence how the public views the risk and hazard.

NEXT STEPS - NGĀ MAHI E WHAI AKE

Date	Action/Milestone	Comments
	Report back to this Committee with information from the Reynolds Hall Trust and options.	
	Report back to this Committee with likely costs to undertake repair work to Tolaga Bay Wharf Entrance way Waharoa and seek approval to proceed (e.g. including budget).	

ATTACHMENTS - NGĀ TĀPIRITANGA

1. Attachment 1 - Reynolds Hall 1915 Trust Deed [**25-17.1** - 9 pages]
2. Attachment 2 - Reynolds Hall Trust DRAFT MOU [**25-17.2** - 7 pages]





10/-



TO ALL TO WHOM THESE PRESENTS SHALL COME WE WILLIAM EDWARD HOLDER of Tolago Bay Settler JOHN BENTHAM MORRIS of Tolago Sheepfarmer and JOHN JAMIESON of Tolago Sheepfarmer SEND GREETING WHEREAS certain moneys have been collected and subscribed by persons resident in Tolago and surrounding District with the object of acquiring a site at Tolago for the purpose of erecting thereon a Public Hall for the use and benefit of the people resident in the Township of Tolago and surrounding District AND WHEREAS at a meeting held at Tolago on the third day of April 1914 it was resolved to purchase from the Crown All that parcel of land containing ONE ROOD more or less being Section Twelve Block Fourteen Township of Buckley and being all the land in Provisional Register Volume 17 Folio 116 Poverty Bay Registry and that the said land be vested in the names of the said William Edward Holder John Bentham Morris and John Jamieson as Trustees thereof AND WHEREAS the said section has been so purchased from the Crown and has been vested in the names of the said William Edward Holder John Bentham Morris and John Jamieson as aforesaid NOW THEREFORE THESE PRESENTS W I T N E S S that the said William Edward Holder John Bentham Morris and

John Jamieson (Hereinafter called the Trustees) do hereby respectively declare that they shall stand possessed of the said land hereinbefore described and the building or buildings to be erected thereon IN TRUST for the inhabitants of Tolago and the surrounding District upon the trusts and subject to the terms and conditions following that is to say :-

1. The name of the Public Hall to be erected shall be called "REYNOLDS HALL".

2. The Trustees shall as soon as conveniently can be appoint a Committee of management to consist of Ten persons for the purpose of managing letting and regulating the said Public Hall and the funds and property thereof and for such purpose the Committee of management shall make such Rules and Regulations as a majority of them shall deem necessary or desirable. The Trustees shall be members of the Committee of management by virtue of their office and all meetings and deliberations of the Committee of management shall be presided over by one of the Trustees.

3. The Committee of management so appointed by the Trustees shall retire at the end of each financial year and the Trustees shall appoint a new Committee of management at each Annual Meeting to be held as hereinafter mentioned Provided however that nothing herein contained shall be deemed to prevent the Trustees reappointing any one or more of such retiring Committee for a further term or terms and Provided further that it shall be obligatory on the Trustees to reappoint for a further term or terms

those members of the retiring Committee who have signed the Guarantee to the Bank with respect to the Bank account of the Hall.

4. In the event of a vacancy occuring during any current year in the Committee of management such vacancy shall be filled by the Trustees with all convenient speed.

5. It shall be lawful for the Trustees if and whenever they shall be directed so to do by a resolution of the Committee of management to raise any sum or sums of money by mortgage of the said land and buildings or any part thereof and the moneys to be derived therefrom shall be applicable at the discretion of the Committee of management either in the purchase of other land and buildings or in repairs alterations or improvements or for such other purposes as the Committee of management shall think fit Provided however that in the event of the purchase of other land the same shall be vested in the names of the Trustees for the time being hereof and such land shall be subject in all respects to these presents.

6. It shall be lawful for the Trustees if and whenever they shall be directed so to do by a resolution of the Committee of management to let or demise the said land and buildings or any part thereof which may not for the time being be required for the purposes of the Hall to any person or persons and for such rent and subject to such covenants and conditions as they may think fit and the rent to be received therefrom shall be part

directed so to do by a resolution of the Committee of management to let or demise the said land and buildings or any part thereof which may not for the time being be required for the purposes of the Hall to any person or persons and for such rent and subject to such covenants and conditions as they may think fit and the rent to be received therefrom shall be part of the general funds of the Hall and be applicable accordingly.

7. On the third Wednesday in March in each year a Public Meeting to be presided over by one of the Trustees shall be held in the said Hall provided that fourteen days notice of such meeting shall be advertised in some paper circulating in the District and at such Meeting a Balance Sheet of the years working up to the previous last day of February duly certified to by some competent person to be appointed by the Committee of management shall be submitted and such Balance Sheet shall be subject to such criticism as those present may think necessary and recommendations in respect thereof may be made to the new Committee of management to be elected thereat and it shall be the duty of such Committee of management to duly consider the same.

8. On the Township of Tolago being formed into a Borough or Town Board under "The Municipal Corporations Act 1908" the Trustees shall transfer the land and premises to the said Borough or Town Board and the same shall thereafter be administered by the Borough or Town Board authorities and the Trustees shall be discharged from the Trusts hereof.

9. WHENEVER there shall be a vacancy in the Trusteeship caused by .. death resignation or removal or any other cause it shall be the duty of the surviving or continuing Trustees within one calendar month after such death resignation or removalor otherwise as aforesaid to call a public meeting fourteen days notice of which shall have been advertised in some newspaper circulating in the District and at such public meeting a new ... Trustee shall be elected to fill the vacancy so caused as aforesaid and upon any such appointment the trust property shall be transferred so as to become vested in the Trustees for the time being and every new Trustee appointed as aforesaid shall and may have and exercise all the powers by these presents vested in the Trustees in the like manner as if he had been originally appointed hereby.

10. It is hereby declared that no personal liability shall be incurred by the Trustees for the time being hereof in respect of any liabilities incurred hereunder whether owing on mortgage or otherwise howsoever... PROVIDED however that this exemption shall not be deemed to apply to any liability incurred by a Trustee by reason of his being a guarantor under any Bank Guarantee.

IN WITNESS whereof the parties hereto have hereunto signed their names and affixed their seals this thirtieth day of January

IN WITNESS whereof the parties hereto have hereunto signed their names and affixed their seals this thirtieth day of January One thousand nine hundred and fifteen.

Sealed and Delivered
SIGNED by the said William Edward Holder
in the presence of
P. O. Elliott
Iloqa Bay
Hotelkeeper

W E Holder

SIGNED SEALED AND DELIVERED by the said John Bentham Morris in the presence of
P. O. Elliott
Iloqa Bay
Hotelkeeper

J B Morris

SIGNED SEALED AND DELIVERED by the said John Jamieson in the presence of
Alice Leonora Jamieson

John Jamieson

Operations - Infrastructure - 18 February 2025

Attachment 25-17.1

At a public meeting held at Tolago on the thirtieth day of November 1917 pursuant to Clause 9 of the foregoing Declaration of Trust Harold Weeks of Tolago Medical Practitioner was appointed a Trustee in the place of William Edward Holder who died at Tolago on the tenth day of November 1917.

Dated this thirteenth day of December 1917

Harold Weeks.

Chairman of Meeting

At a public meeting held at Tolago on the day of December 5 1921 pursuant to Clause 9 of the foregoing Declaration of Trust George Morris Reynolds of Ormond Sheepfarmer was appointed a Trustee in the place of John Jamieson deceased.

No. 1386.

RECEIVED for issue in the Land Registration District of Gisborne

14th day of July, 1924

at 10·32 o'clock am

A.M. Macdonald

DLR

LAND REGISTRAR NEW ZEALAND

R. Ulick Burke
Solicitor
Gisborne.

Operations - Infrastructure - 18 February 2025

Attachment 25-17.1

(8)

of the Ingoing Workmen of Omund Sheppherd
Geoge Hennis Reynolds of
was appointed a Justice in the Place of
John Jamieson deceased.
Dated this 22nd Day of May. 1922
Harold Beedle
Chairman of Meeting

(9)

Dated 30th January 1915.

W. E. Holder 1st part.
J. B. Morris 2nd part
John Jamieson 3rd part.

Declaration of Trust

18-413 Appendix 1

Draft Cover Page

Memorandum of Understanding
Between
Gisborne District Council
And
Reynolds Hall Trust

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DEFINITIONS 1

1 PURPOSE 1

2 BACKGROUND 1

2.1 The Trust owns and administers Reynolds Hall. However, the Trust Deed requires the ownership of the Land and buildings to be passed to the local authority. 1

2.2 The Gisborne District Council is not currently able to assume ownership of the Reynolds Hall Trust assets but is able to provide assistance with management and funding advice. 1

2.3 The Gisborne District Council recognises the need for local community facilities to remain functional in those communities. 1

2.4 This Memorandum of Understanding (MOU) formalises the working relationship between the parties and sets out their respective responsibilities. 1

2.5 This MOU will be the umbrella document that connects all other collaborative agreements that are or will be put in place, including an agreements for specific services or funding. 1

2.6 The parties aim to enhance the Hall facility through mutual co-operation. 1

3 GOALS AND PRINCIPLES 1

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Definitions

Name	Description
The Parties	Gisborne District Council and the Reynolds Hall Trust
The Council	Gisborne District Council
The Trust	Reynolds Hall Trust
Reynolds Hall	9 and 11 Monkhouse Street, Tolaga Bay, Gisborne
Facility	Hall and surrounding land

1 PURPOSE

The purpose of this document is to provide the basis for a positive working relationship between the Council and the Trust for the strategic direction and on-going support required by the Reynolds Hall Trust for facility known as Reynolds Hall (as shaded red on attached Plan as Appendix 1).

2 BACKGROUND

2.1 The Trust owns and administers Reynolds Hall. However, the Trust Deed requires the ownership of the Land and buildings to be passed to the local authority.

2.2 The Gisborne District Council is not currently able to assume ownership of the Reynolds Hall Trust assets but is able to provide assistance with management and funding advice.

2.3 The Gisborne District Council recognises the need for local community facilities to remain functional in those communities.

2.4 This Memorandum of Understanding (MOU) formalises the working relationship between the parties and sets out their respective responsibilities.

2.5 This MOU will be the umbrella document that connects all other collaborative agreements that are or will be put in place, including an agreements for specific services or funding.

2.6 The parties aim to enhance the Hall facility through mutual co-operation.

3 GOALS and PRINCIPLES

3.1 The Parties record their intention and commitment to establish a positive relationship exercising good faith, cooperation and responsiveness in working together. The Parties agree to direct the positive working relationship towards the future improvements of the Reynolds Hall. The following principles will guide how the Parties conduct themselves. The Parties will:

- Treat each other with mutual respect in all meetings, dealings and encounters regardless of the purpose.
- Act in good faith.
- Demonstrate trust in each other through communicating openly and honestly.
- Demonstrate a commitment to working towards the agreed purpose.

- Work cooperatively on common issues to achieve the purposes listed above, while recognising and respecting each other's needs and the need to operate independently to achieve some specific outcomes and timings.
- Share information openly, in response to specific queries and proactively.

3.2 This MOU is not intended to be legally binding between the parties.

3.3 This MOU is not intended to act as an agreement for the purposes of funding. There is still an expectation that the Trust, with the guidance and advice of the Council, will apply for any grants or funding they see fit.

3.4 Any statements of intent by or obligations on the Parties in this MOU are subject to the discretion and obligations of the Parties to act as necessary to perform their legal functions or obligations and to exercise any statutory powers.

4 RESPONSIBILITIES OF THE PARTIES

4.1 General

The Parties agree:

a. The Reynolds Hall trust is the building owner and landowner.

b. The Council's role is to provide advice and support on a day-to-day basis in line with other privately owned Community Facilities.

c. The Parties will meet on an annual basis to discuss current needs and Council's ability to contribute to those. This will depend each year on budgets.

4.2 Responsibilities of the Council

The Council agrees to support the development of Reynolds Hall by:

a. Providing Officer support to the Reynolds Hall for the purposes of the following:
   - Asset Management advice and support
   - Project Management advice and support
   - Funding advice
   - General management and technical knowledge

4.3 Responsibilities of the Reynolds Hall Trust

The Reynolds Hall Trust agrees to:

a. Actively consult with the Council officers on any major hall developments of Reynolds Hall and activities that may affect on-going support that the council provides.

b. Ensure that all relevant applications for funding are managed through the appropriate channels to ensure that funding is secured.

DRAFT

5 RELATIONSHIP MANAGEMENT

5.1 Consultation

The Parties will consult whenever it may be appropriate; concerning the matters covered by this MOU and use their best endeavours to ensure that both Parties are well informed about the activities of the other.

5.2 Dispute Resolution Process

If any issue or dispute arises between the partners concerning the matters covered by this Memorandum, the Parties will use their best endeavours to resolve the dispute promptly.

5.3 Statutory Requirements

This MOU shall be governed by and construed in accordance with New Zealand Law

6 PERIOD OF AGREEMENT and MODIFICATION/TERMINATION

6.1 Effectiveness of MOU

This MOU will become effective and commence on the date of signatures of both Parties.

6.2 Modification

This MOU is freely entered into by both Parties in a spirit of goodwill and in accordance with the goals and principles set in Part Three of this MOU. The Parties recognise the benefits to themselves, to the community and the District's environment.

The MOU is a statement of intention and is intended to form the basis of a meaningful relationship for the purposes of the Reynolds Hall.

It may be amended or expanded by written agreement of the Parties.

6.3 Termination

Either party may terminate this MOU by giving at least three months' notice in writing to the other party at any time.

6.4 Review

This MOU will be reviewed within 12 months of its effective start date.

SIGNED by Nedine Thatcher Swann

Signature:_____

As Chief Executive
of GISBORNE DISTRICT COUNCIL

Date: _____

SIGNED by

Signature: _____

as Chair
of the Reynolds Hall Trust

Date: _____

DRAFT

Appendix 1: Reynolds Hall



Te Kaunihera o Te Tairāwhiti
GISBORNE
DISTRICT COUNCIL

25-22

Title: **25-22 Transport Rebuild East Coast Update**

Section: Journeys Infrastructure

Prepared by: Gael Alderton – Team Leader Project & Administration Support

Meeting Date: Tuesday 18 February 2025

Legal: No	Financial: No	Significance: **Low**

Report to OPERATIONS - INFRASTRUCTURE/NGĀ WHAKAMAHI - TE HANGANGA for information

PURPOSE - TE TAKE

The purpose of this report is to provide an update to the committee about Transport Rebuild East Coast (TREC) progress on the state highway network.

SUMMARY - HE WHAKARĀPOPOTOTANGA

Richard Bayley from the NZ Transport Agency will attend today's meeting to update the committee about TREC's state highway recovery, operational and maintenance works.

The decisions or matters in this report are considered to be of **Low** significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS - NGĀ TŪTOHUNGA

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga Committee:

1. **Notes the contents of this report.**

Authorised by:

Tim Barry - Director Lifelines

Keywords: TREC, Recovery, Operational, Maintenance

Te Kaunihera o Te Tairāwhiti
GISBORNE
DISTRICT COUNCIL

25-26

Title: **25-26 Operations - Infrastructure Update**

Section: Community Lifelines

Prepared by: Gael Alderton - Team Leader Project & Administration Support

Meeting Date: Tuesday 18 February 2025

Legal: No	Financial: No	Significance: **Low**

Report to OPERATIONS - INFRASTRUCTURE/NGĀ WHAKAMAHI - TE HANGANGA for information

PURPOSE - TE TAKE

The purpose of this report is to provide an update to the Committee about the following infrastructure services.

- Land Rivers and Coastal
- Urban stormwater
- Wastewater
- Water supply
- Local roading network.

SUMMARY - HE WHAKARĀPOPOTOTANGA

This report will focus on the operational and infrastructure services adopted in the Three-year plan (3YP).

Over the last quarter staff have started engaging with iwi and the community about operational issues or matters from the last 3YP. Some of the topics are generic and include rivers and land drainage programmes, the strategic review of the roading network, upcoming resource consent applications and any work programmes.

During the holiday period a major power outage in the eastern region and the Boxing Day rainfall event required wastewater, stormwater and roading support. I would like to acknowledge the operational staff and contractors who were recalled back from leave to manage these events.

The decisions or matters in this report are considered to be of **Low** significance in accordance with the Council's Significance and Engagement Policy.

RECOMMENDATIONS - NGĀ TŪTOHUNGA

That the Operations - Infrastructure/Ngā Whakamahi - Te Hanganga:

1. Notes the contents of this report.

Authorised by:

Tim Barry - Director Lifelines

Keywords: Water supply, Land Rivers and Coastal, Urban Stormwater, Wastewater, local Roading Network.

BACKGROUND - HE WHAKAMĀRAMA

1. The Operations Infrastructure Committee functions, terms of reference, asset management, power to act and recommend are clearly defined by the Governance Structure – Delegations to Committees. These reports assist the Committee in governance oversight and asset management of infrastructure services.

DISCUSSION and OPTIONS - WHAKAWHITINGA KŌRERO me ngā KŌWHIRINGA

2. The format has changed this financial year to reflect the adopted 3YP. An overarching report will be provided, and the following infrastructure services will be providing attachments.
   - Land Rivers and Coastal
   - Urban stormwater
   - Wastewater
   - Water supply
   - Local roading network.
3. The appropriate staff will then present their reports to the Committee, the reports will discuss updates since the last report and provide a forward focus of their respective work programmes.

ASSESSMENT of SIGNIFICANCE - AROTAKENGA o NGĀ HIRANGA

4. The decisions or matters in this report are considered to be of **Low** significance in accordance with Council's Significance and Engagement Policy.

TREATY COMPASS ANALYSIS

Kāwanatanga

5. Resources and training have been secured to support the Hub in delivering the outcomes of the Treaty Compass.

Rangatiratanga

6. Resources and training have been secured to support the Hub in delivering the outcomes of the Treaty Compass

Oritetanga

7. Resources and training have been secured to support the Hub in delivering the outcomes of the Treaty Compass.

Whakapono

8. Resources and training have been secured to support the Hub in delivering the outcomes of the Treaty Compass.

TANGATA WHENUA/MĀORI ENGAGEMENT - TŪTAKITANGA TANGATA WHENUA

9. This report relies on the Three-Year Plan (3YP) community engagement process, but the details will require further discussions with Māori.

COMMUNITY ENGAGEMENT - TŪTAKITANGA HAPORI

10. This report relies on the Three-Year Plan (3YP) community engagement process, but the details will require further discussions with Māori.

CLIMATE CHANGE – Impacts / Implications - NGĀ REREKĒTANGA ĀHUARANGI – ngā whakaaweawe / ngā ritenga

11. The impact of climate change is being considered and site-specific details will be raised in the appropriate infrastructure services report.

CONSIDERATIONS - HEI WHAKAARO

Financial/Budget

12. Now the 3YP is adopted, project managers are working with the finance team to forecast project expenditure over the next 12 months.

Legal

13. Major repairs to fix infrastructure damaged because of a rainfall event may trigger the emergency provisions of the Resource Management Act. There was discussion as to whether the powers available to the Recovery Manager under Part 5A, Civil Defence Emergency Management Act 2002 is also available. Our legal team have provided clear instructions as to how and who can authorise each piece of legislation. Training will be provided to the Hub so that legal requirements are managed/met.

POLICY and PLANNING IMPLICATIONS - KAUPAPA HERE me ngā RITENGA WHAKAMAHERE

14. The details of these reports relate to the Gisborne District Councils (Council) adopted 3YP.

RISKS - NGĀ TŪRARU

15. Each infrastructure service has its own specific risks that need to be addressed and mitigated. These will be highlighted in the appropriate report.

NEXT STEPS - NGĀ MAHI E WHAI AKE

Date	Action/Milestone	Comments
18 February 2025	Answer any requests on the action sheet	

ATTACHMENTS - NGĀ TĀPIRITANGA

1. Attachment 1 - Land Rivers and Coastal Operations [**25-26.1** - 3 pages]
2. Attachment 2 - Urban Stormwater Operations [**25-26.2** - 3 pages]
3. Attachment 3 - Urban Stormwater Infrastructure [**25-26.3** - 3 pages]
4. Attachment 4 - Wastewater Operations [**25-26.4** - 3 pages]
5. Attachment 5 - Wastewater Infrastructure [**25-26.5** - 3 pages]
6. Attachment 6 - Water Supply Operations [**25-26.6** - 3 pages]
7. Attachment 7 - Water Supply Infrastructure [**25-26.7** - 4 pages]
8. Attachment 8 - Land Transport Operations [**25-26.8** - 2 pages]
9. Attachment 9 - Land Transport Infrastructure [**25-26.9** - 7 pages]
10. Attachment 10 - Land Transport Procurement Strategy 2025 2027 (1) [**25-26.10** - 37 pages]

Te Whenua, ngā Awa, me te Takutai

Land, Rivers and Coastal

Operations Report for 2024-25

What we do

Land, Rivers and Coastal (LRC) minimise and prevent damage to Tairāwhiti from floods and erosion. We do this by providing advice on preventative works, maintenance to open drains across the Poverty Bay Flats, monitoring changes to river/stream channels and the coast, providing essential river and stream maintenance, and maintaining foredunes and coastal protection structures in alignment with the Wainui Beach Erosion Management Strategy.

About this report

This report summarises key LRC outcomes and contains the following sections:

1. Updates since the last report
2. Focus for next three months
3. Risks

1. Updates since the last report

1.1 ANZAC Park Contract:

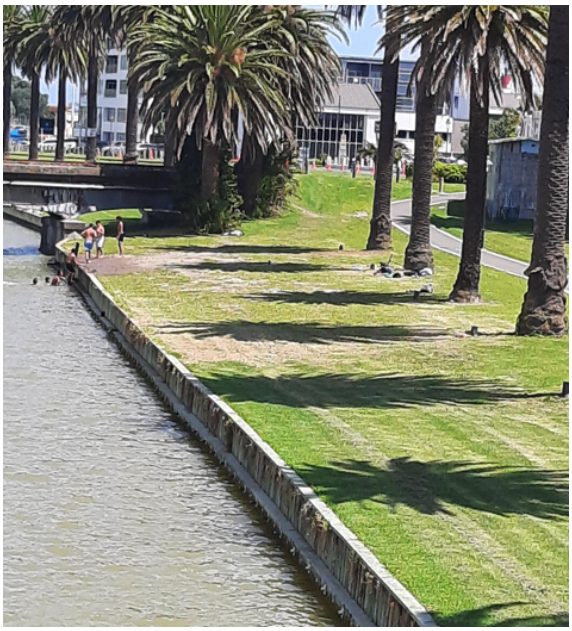
ANZAC Park revetment replacement was completed within the budget and handed over to the Parks and Reserves Team. The estimated cost was $710,000. The total cost for the project on completion was $707,000 and fully covered under insurance. Additionally, the steps next to the revetment were also replaced and repaired. This improvement will allow community to use the park and boat ramp safely, as they couldn't use it since Cyclone Gabrielle.



1.2 Rail Bridge site slumping– Turanganui River:

The slumping at the reserve next to the rail bridge and damage to the river revetment was fixed and work competed in December 2024. An additional tie back series was installed, and revetment wall was pulled back to its original position. A new storm water system was installed as a part of the work. Community can use the park safely after completion of the project.





1.3 Makeretu Stream

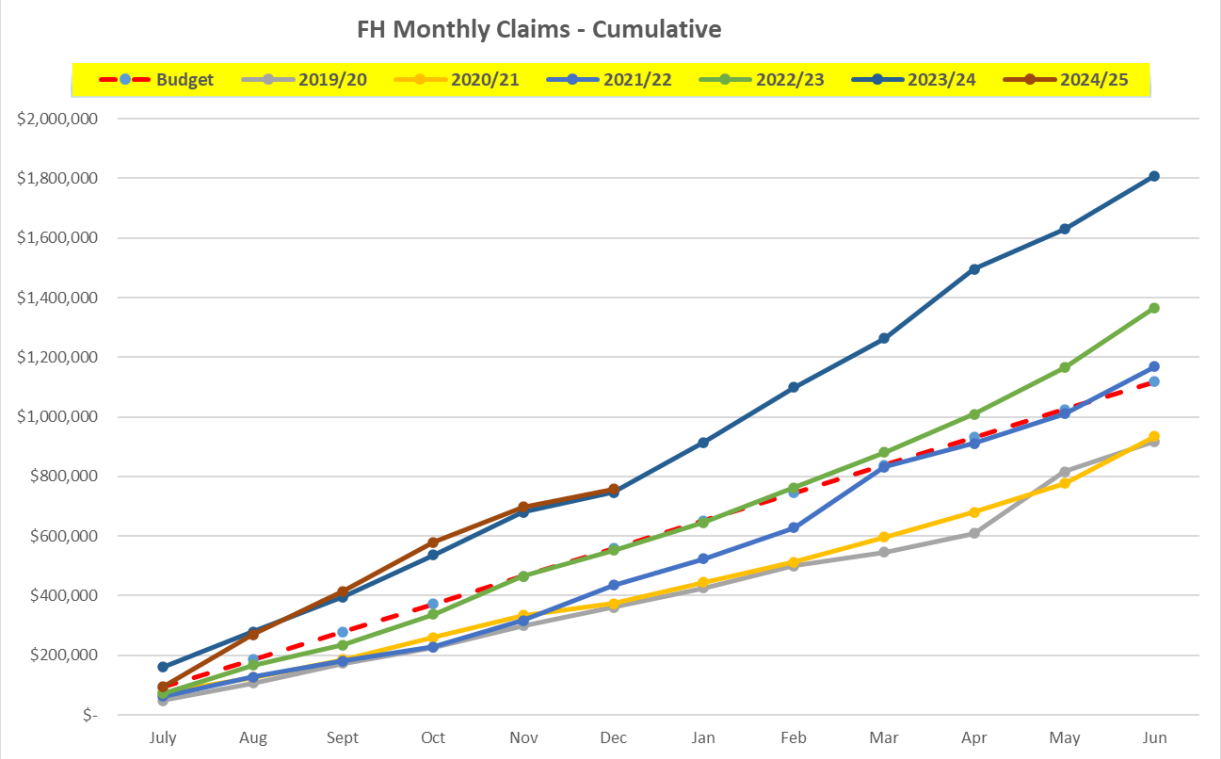
Makeretu Stream regrades completed in October 2024. The total length completed was 1100m. 200m shady part of the stream was left for fish habitat improvements and eels.





1.4 LRC Maintenance Contract

LRC Maintenance Contract progress since 2019 is as below. The financial progress of the contract from July to December 2024 (Q1 & Q2) was 68%.



2. Focus for next three months.

Due to the unfavourable weather conditions the routine spraying programme was delayed and LRC maintenance work will get started at multiple locations when the weather is favourable. The priorities during the next three months are outlined below:

- Complete the mowing and spraying Waipaoa Stopbank as the weather was not favourable in Q1 &Q2.
- Complete the Stopbank inspections, and reporting.
- Te Arai willow management rotation is planned from April – May - Q4

3. Risks

- Repeated extreme weather events.
- Additional budget requirement, as the financial progress is 68% and 32% left for Q3 and Q4.
- Planned regrade work kept on hold due to financial restrictions.
- Ecological conditions such as inanga spawning sites restricting work during summer months.
- Consenting restrictions to work on inanga spawning areas.
- Budget restrictions limiting maintenance activities.

Waiāwhā Taone

Urban Stormwater Operations

Operations Report for 2024/25

What we do

Urban stormwater is about providing our city with services that protect people and properties from flooding and manage the quality of our stormwater. The stormwater network includes 172 kilometres of stormwater pipes, 32 kilometres of channels and swales, 6390 stormwater sumps, and other assets across the city and townships. We want to continue to maintain and develop stormwater services that improve, promote and protect public health and the mauri of the waters.

About this report

This report summarises key Urban Stormwater Operations outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Controllable Operating Expenditure	Annual Budget	Status
Operational	$864,000	Green
Repairs & Maintenance	$720,000	Green

Stormwater budget

Controllable operational expenditure is on track year to date.

Stormwater network

From 1 Oct 2024 to 31 Dec 2024 a total of 82 request for service have been attended to and resolved, including 22 urgent requests.

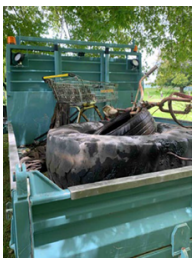
Open drains and streams maintenance for conveyance and debris removal:

Month	Lineal length Maintained
October 2024	6733 m
November 2024	6493 m
December 2024	2762 m

Urban sumps maintenance and debris removal:

Month	No. of Sumps Maintained
October 2024	756
November 2024	72
December 2024	172

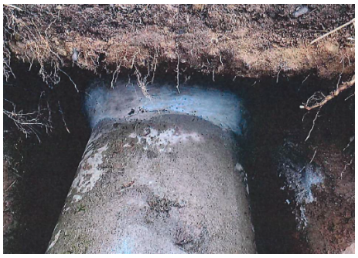
Debris removed from Reynolds drain, which included tyres of various sizes, a shopping cart, and other items.

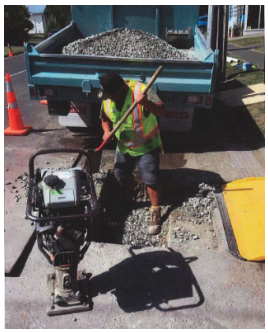


Stormwater pipe upgrade in Judd Street.





Tomo repair at the corner of 225 Ormond.

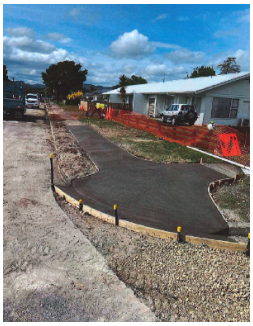


Remove old redundant stormwater pipe in Macdonald Road.

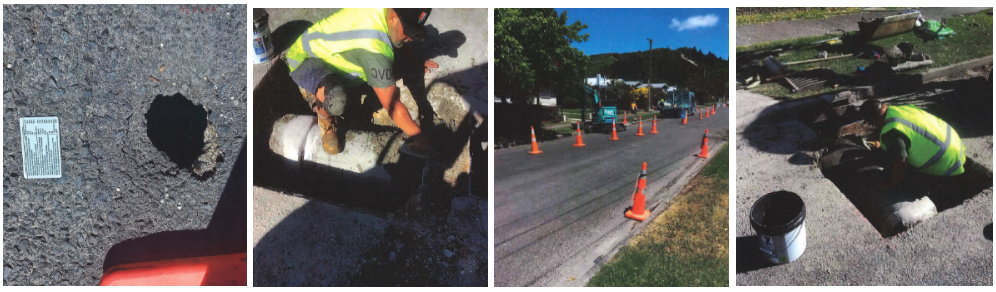







Stormwater Tomo repair in Glasgow Crescent



Blocked culvert cleared in Crawford Road.



2. Focus for next three months

- Stormwater network maintenance programme.
- Rural Stormwater customer centric timely response.
- A focus to resolve any outstanding Requests for Service (RFS).

3. Risks

- Repeated weather events impacting our network, operational activity, and budgets.
- Maintenance schedules not achieved, impacting on network performance.
- Risk to residents, contractors, staff through not following correct health and safety protocols.
- Not achieving expected level of service.

Waiāwhā Taone

Urban Stormwater

Infrastructure Report for 2024/25

What we do

Urban stormwater is about providing our city with services that protect people and properties from flooding and manage the quality of our stormwater. The stormwater network includes 172 kilometres of stormwater pipes, 32 kilometres of channels and swales, 6390 stormwater sumps, and other assets across the city and townships. We want to continue to maintain and develop stormwater services that improve, promote and protect public health and the mauri of the waters.

About this report

This report summarises key Urban Stormwater Infrastructure outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Stormwater Renewals

Part of the DrainWise programme is to renew stormwater pipes to improve network performance. Priority is determined based on critical risk analysis of factors such as pipe age, capacity, consequence of failure, and likelihood of failure.

Two projects identified for renewals are:

1. MacDonald Road where the pipeline joints have separated leading to pavement failure.
2. Shelley Road, recurring problems with flooding due to limited pipe capacity creating localised flooding.

Shelley Road project is currently at the procurement stage. MacDonald Road project has been procured with construction scheduled to start in January 2025.

The project budget is $355,000, expenditure is within budgeted forecast.

Public Drains on Private Property (PDPP)

PDPP is a part of the DrainWise programme with the purpose of extending the public stormwater network to reduce flood water from entering the sewer network.

608-610 Wainui Road project construction was substantially complete prior to Christmas 2024. Minor cleanup works are scheduled to be completed early 2025.

818 Gladstone Road construction commenced in January 2025.



818 Gladstone Road Project

The key risks for this programme are identifying projects that provide the most benefit for the expenditure, procuring suitable engineering resources, obtaining resource consent and landowner approvals.

There are several other project locations at the design phase, likely to be constructed in the 2025/26 financial year onwards.

The project budget is $750,000, expenditure is within budgeted forecast.

Whataupoko Stormwater

This multi-year project aims to improve stormwater management in Whataupoko. The 2023/24 budget has been allocated to investigation and design work to inform the construction projects for 2024/25 and the 2025/26 budget years.

Stormwater modelling has identified several areas within the Whataupoko and Mangapapa area where the existing public stormwater network is not able to meet levels of service.

Project designs are currently being review with initial construction works to commence in 2025.

The project budget is $436,400, expenditure is within budgeted forecast.

Graham Road / De Latour Stormwater

This project aims to relieve a longstanding flooding issue for houses at the intersection of De Latour Road and Graham Road.

Detailed design for the stormwater upgrade has been peer review and subsequent modifications to the design are currently underway. The project has the potential for significant impact on the community and Te Wharau school, particularly with traffic and access, which will be a critical factor when scheduling construction.

With the delay in design review procurement is planned to start early 2025.

The project budget is $1,700,000, expenditure is within budgeted forecast.

Stormwater Resilience

This programme of works has a focus on identifying projects that improve resilience within our stormwater network. Design work has been completed on a Stout Street project, procurement is underway, with construction planned to commence in February/March.

The project budget is $300,000, expenditure is within budgeted forecast.

2. Focus for next three months

- Complete design activities for 2024/25 programme.
- Preparing consent applications.
- Complete procurement.
- Project construction and management.
- Forward planning for 2025/26.

3. Risks

- Consenting – many of the activities in proximity to waterways require resource consent. There have been recent changes to how consents for internal projects are processed but a risk remains to both programme and scope.
- Resources – Post Gabrielle there was significant demand for engineering, project management and construction resources in the region. Conditions have stabilised somewhat but there are constraints around locally available good engineers and project managers.
- Weather – construction works are weather dependent. Higher than average rainfall in summer will reduce the number of projects that can be constructed.
- Traffic and Community – the Graham/De Latour Road stormwater project will reduce access to Te Wharau school and residents along Graham Road Marian Drive and Ann Street.

Waikino

Wastewater Operations

Operations Report for 2024/25

What we do

We are providing Te Tairāwhiti with reliable and sustainable wastewater services to protect both the health of our people and our waterways. Gisborne City and Te Karaka are reticulated by Council-owned and administered wastewater systems. We also own and administer three septage disposal sites at Te Araroa, Ruatoria (Waiapu) and Te Puia Springs. The Council wastewater network includes 327 kilometres of wastewater pipes, 3007 manholes, 46 pumps stations, a Wastewater treatment plant, an oxidation pond, and other assets across the city and townships. We want to continue to provide a service to collect, treat and dispose of wastewater in a safe, healthy and sustainable way.

About this report

This report summarises key Wastewater Operations outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Controllable Operating Expenditure	Annual Budget	Status
Operational	$2,950,000	Green
Repairs & Maintenance	$1,800,000	Green

Wastewater Budget

Controllable operational expenditure is on track year to date.

Wastewater Treatment Plant (WWTP)

All domestic wastewater is processed through our screens, biological trickling filter, clarifier, solids removed for composting, and ultra-violet disinfection. Following a focused stage 2 plant optimisation programme over the last year Total Suspended Solids (TSS) ex the clarifier stage now consistently achieves target influent levels for the tertiary filter. Subsequent tertiary filter trials in late November and early December 2024 provided performance data that has been collated and shared with the supplier. Following an assessment of the additional information has been requested and an onsite visit agreed for early February 2023. The focus is to deliver design performance.

Wastewater Network

From 01 October 2024 to 31 December 2024, a total of 91 requests for service have been attended to and resolved, including 61 urgent requests.

Stanley Street Pump Station

The 110-year-old Stanley Street wastewater pump station access stairs and gantry have been replaced.



Broken sewer lateral replacement in Hinaki Street.



Broken lateral repair in Townley Street.



Sewer lateral repair on the corner of Gordon and Winter Streets.



Clearance of a bloakage at Oak Street pump station. Debris built up creating a dam like structure that required specialist equipment, multiple plant and personnel to clear.



Lateral replacement in Pine Street.



2. Focus for next three months

- Resolution of the WWTP Tertiary filter performance issues.
- Network maintenance programme.
- DrainWise property inspections, gully trap repairs, downpipe removal from gully traps.

3. Risks

- Repeated weather events impacting our network, operational activity, and budgets.
- Not meeting WWTP or Wet Weather / Dry Weather overflow consent conditions.
- Maintenance schedules not achieved, impacting on network performance.
- Risk to residents, contractors, staff through not following correct health and safety protocols.

Waikino

Wastewater

Infrastructure Report for 2024/25

What we do

We're providing Tairāwhiti with reliable and sustainable wastewater services to protect both the health of our people and our waterways. Gisborne City and Te Karaka are reticulated by Council-owned and administered wastewater systems. We also own and administer three septage disposal sites at Te Araroa, Ruatoria (Waiapu) and Te Puia Springs. The Council wastewater network includes 327 kilometres of wastewater pipes, 3007 manholes, 46 pumps stations, a Wastewater treatment plant, (WWTP) a oxidation pond, and other assets across the city and townships. We want to continue to provide a service to collect, treat and dispose of wastewater in a safe, healthy and sustainable way.

About this report

This report summarises key Wastewater Infrastructure outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Wastewater Treatment Plant – Stage 2 Upgrade

This $32m project includes the addition of clarification, filtration, ultraviolet disinfection, and solids removal after stage 1's screening and biological trickle filter treatment.

Civil works and cold commissioning of the new plant has been completed. Following a focused plant optimisation programme Total Suspended Solids (TSS) ex the clarifier stage now consistently achieves target influent levels for the tertiary filter. Subsequent tertiary filter trials in late November and early December 2024 provided performance data that has been collated and shared with the supplier. Following an assessment of the data additional information has been requested and an onsite visit agreed for early February 2023. The focus is to deliver design performance.

Currently the plant is close to achieving consent compliance targets, if the performance issues with the tertiary filter can be resolved compliance should be achieved.

The 2023/24 project budget is $500,000, expenditure is within budgeted forecast.



Wastewater Treatment Plant

Wastewater Pipeline Renewals

Existing wastewater pipes and manholes are renewed to reduce stormwater infiltration into the sewer network and ultimately reduce the risk of overflows and unwanted discharges. Prioritisation is based on analysing critical risks such as pipe age, consequences of failure, and likelihood of failure. The works are primarily 'cured in place' lining of the existing network.

The 2024/25 renewal programme includes sites in Peel Street, Grey Street, Childers Road, Ranfurly Street, Stanley Road, Fox Street, Whitaker Street and Clifford Street. Contracts have been awarded. Work commenced in October 2024 and is planned to be completed April 2025. To date 57% of the contract work has been completed.

A further piece of work has been identified at the Wainui Pump Station to be constructed in 2024/25. This will increase the pumping capacity across the Turanganui River and reduce the likelihood of scour valve opening and/or emergency overflows.

This work is in the design/planning stage.

The project budget is $3,000,000, expenditure is within budgeted forecast.

Tologa Bay Septage Site

The project involves the establishment of a new septage disposal site near Tolaga Bay.

Concept design has been completed, and negotiations for land purchase are progressing. Detailed design is underway. Construction timeline to be advised following completion of the land acquisition and project consultation process.

The project budget is $775,000, expenditure is within budgeted forecast.

2. Focus for next three months

- Concluding the WWTP project. This includes the final completion of the principal construction contract and resolving the performance issue of the tertiary filters.
- Wastewater pipeline renewals project.
- Tolaga Bay Septage project consultation and progressing land acquisition.

3. Risks

- WWTP design performance – the performance of the tertiary filters is preventing the full commissioning of the WWTP.
- Weather – construction works are weather dependent. Higher than average rainfall in summer will reduce the number of projects that can be constructed.
- Consenting – management and treatment of wastewater is a significant cultural and consent issue. Various forums are being used for discussing these issues with Tangata Whenua and the wider community, but the risk remains that solutions acceptable to everyone will be difficult to achieve.

Whakaranea Wai

Water Supply

Operations Report for 2024/25

What we do

Council provides water supply services to Gisborne City, Te Karaka, Whatatūtū, Mākaraka, Mantūkē, and water collection facilities at Muriwai and Patutahi. We are responsible for the intake at Te Arai Bush Catchment and the Mangapoike dams which are the main sources of water for the Gisborne scheme. The team manage the water treatment plants located at Waingake, Bushmere (on the Waipaoa River), Te Karaka, and Whatatutu; 250 Kilometres of water pipe, 7 reservoirs, and other assets across the city and townships. We implement our Water Safety Plans to demonstrate meeting our legislative requirements to deliver water supply services that are safe, healthy, and sustainable.

About this report

This report summarises key drinking water supply outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Controllable Operating Expenditure	Annual Budget	Status
Operational	$2,300,000	Amber
Repairs & Maintenance	$1,203,653	Amber

Drinking water budget

Controllable operational expenditure is 8% over year-to-date budget, a result of undertaking critical Dam access road work while conditions were suitable.

The wet cooler end to 2024 and into January 2025 kept water demand down resulting in lower expenditure for power at pumping stations, and improved levels in the city Dams, allowing the Waipaoa treatment plant to be shutdown.

Overall expenditure will be managed to meet budget by the end of the financial year.

Drinking water network

Patutahi Pipeline was commissioned, bringing a supply of treated water to a filling station in the middle of the community. Te Whanau A Kai Trust instigated and completed this community scheme project and then vested the pipeline with Council for operating. The filling point has been well utilised in dry periods.

Cyber firewalls are in the process of installation at the water treatment plants and pump stations. This is a critical risk management addition for the water treatment plants. Project is targeted for completion for the Waingake facilities early 2025.

Mangapoike dam safety review completed. Medium Potential Impact Classification (PIC) determined for our Williams and Clapcott dams. Sang dam considered potentially dangerous due to an unstable dam wall. Safety protocol implemented and draining the dam to Clapcott manages the risk of uncontrolled breach until the dam wall is repaired (a CAPEX project in 2025).

A significant pipeline repair was completed under urgency in October 2024 on the raw water pipeline at Triple Creek on the Mangipoike River. The breach was caused by the river undermining the pipeline and a critical bend caused by Gabrielle Cyclone altering river alignment across part of the pipeline route. The repair moved the river back to pre-cyclone alignment, and the pipeline section is again on land and not within the riverbed or on the riverbank margin.



Triple Creek untreated water pipeline repair October 2024. The rock in the picture below is the pipe repair location.



2. Focus for next three months

- Annual compliance reporting to Taumata Arowai, the New Zealand water regulator, due in February.
- Completing review of the councils Water Safety Plans – Required under the Water Services Act. Implementation of the actions from the reviews.
- Progress development of operational response plans for water supply emergencies.
- Continue with renewal of water meters and backflow on connections but within budget restraints.
- Progress engagement about a Te Arai River water take in readiness for preparation of a consent application. Consent required by June 2026. Te Arai River provides up to 30% of Gisborne water supply.

3. Risks

- Harvest consents pending for the standing forests along the Te Arai water supply pipeline route. Woody debris and significant land subsidence risk continues to present uncontrollable risk to supply pipeline.
- Budget restrains curtailing operations in the last quarter of the financial year.

Whakaranea Wai

Water Supply

Infrastructure Report for 2024/25

What we do

Council manages the supply of drinking water services to Gisborne City, Te Karaka, Whatatūtū, Mākaraka, Mantūkē, and Muriwai. We are responsible for the Te Arai Bush Catchment and the Mangapoike dams which are the main source of water that supplies the Gisborne area; and the drinking water treatment plants located at Waingake, Bushmere (on the Waipaoa River), Te Karaka, and Whatatutu; 250 Kilometres of water pipe, seven reservoirs, and other assets across the city and townships. We want to continue to meet our legislative requirements to deliver water supply services that are safe, healthy, and sustainable.

About this report

This report summarises key Water Supply Infrastructure outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Watermain Renewals

This is a programme focused on the progressive renewal of water mains that have reached the end of their useful lives. Renewals are based on age, criticality of failure and where a higher-than-normal level of maintenance is required.

The water pipeline assets are generally in good condition. A significant portion of our network was constructed from Asbestos Cement pipe (25% of our 304km network) from the 1960's. This material is known to deform and break after 50-60 years of service life and is where most of the renewals programme is currently targeted. 15km of water mains and laterals have been replaced in the renewals program since 2017.

Watermain renewals are programmed for Stout Street, Massey Road, Jellicoe Street, Argyll Street, Seddon Crescent, Dillon Bell Road and Churchill Crescent.

Contract has been awarded, and works will commence in February 2025.

The project budget is $1,145,000, expenditure is within budgeted forecast.

Residential Backflow Prevention

This programme is to progressively install backflow prevention to meet regulatory requirements for the water supply network. The works allow for future connection of water meters, if required. The programme also includes some reactive work on water tobies, using fault repairs as an opportunity to install backflow prevention.

To date a total of 9,570 backflow prevention devices have been installed in this multi-year programme out of a total target of 16,563 (58%).

2024/25 contract has been awarded and works commenced in December 2024 at Iranui Road and Gardiner Place.

The project budget is $424,0000, expenditure is within budgeted forecast.

Reinstate Waingake Projects Post Cyclone Gabrielle

Final reinstatement works of the Waingake water supply pipeline are being completed.

This budget line incorporates multiple recovery projects for the Waingake Treatment Plant and raw and treatment water pipelines. This includes pipeline repairs, pipeline and dam road reinstatement, and pipeline bridge repairs.

Works are now substantially complete and final completion is expected early 2025.



Pipe Bridge 4 looking downstream, pipe wrap (Waingake School)

This work relates to Gabrielle related damage and is subject of an insurance claim.

Water Supply Upgrades – Southern Taruheru Watermain Extension

This infrastructure acceleration project provides a level of service (LOS) increase and allows for growth in housing in the Back Ormond, Nelson Road, and Cameron Road areas.

Project design and procurement have been completed and contract awarded. Construction of this project is planned to start February 2025.

The project budget is $650,000, expenditure is within budgeted forecast.

Te Karaka Township Watermain Renewals

Much of the water infrastructure installed at Te Karaka has reached the end of its useful life. The works to install backflow prevention, renew laterals and mainlines have been designed, procured, and contract awarded.

The 2024/25 project has been divided into two phases, the first encompassing a value of works to $650,000, and the second phase requiring the approval of reallocation of $110,000 from another budget. Construction started in November 2024 with work forecast to be completed in May 2025.

The project budget is $650,000, expenditure is within budgeted forecast to date. Additional budget of $110,000 has been requested.

The two phases will complete the installation and connection of laterals and backflow prevention, the drilling of new mainlines, and select streets connection to new mainlines. Budget will be requested in future financial years to complete mainline connection.

Waingake Dam Works

Several improvement and resilience projects are programmed for the three water supply dams at Waingake. This will include the removal of landslide debris, grout filling of construction joints on the Clapcott Dam to reduce leakage and structural repair of the Sang Dam wall and overflow structure.

An experienced specialist consultant firm has been appointed for both projects. The Sang design is forecast to be completed by March 2025 end, with procurement to follow. Investigation and concept work is underway for the Clapcott and includes a consultant and Council water team workshop in March 2025.



The project budget is $718,000, expenditure is in line with forecast.

Infiltration Gallery

New water intake infiltration galleries are proposed for the Waipaoa and Te Karaka Water Treatment Plants. This will allow the treatment plants to operate over a larger range of water quality conditions by filtering the sediments for the raw water before it reaches the treatment plant.

Concept design and preferred options have been selected for both sites. Te Karaka will require a resource consent.

The project budget is $1,250,000, expenditure is within budgeted forecast.

2. Focus for next three months

The focus of activity for the next three months includes:

- Complete design activities for 2024/25 programme.
- Understanding resource consent risks and preparing consent applications.
- Complete procurement.
- Project construction and management.
- Forward planning for 2025/26.

3. Risks

- **Consenting** – many of the activities in proximity to waterways require resource consents changes, we are working with our consenting arm to work through our forward works programme and raise our upcoming consents at community meetings, but a risk remains to both programme and scope.
- **Resources** – Post Gabrielle there was significant demand for engineering, project management and construction resources in the region. Conditions have stabilised somewhat but there are constraints around locally available good engineers and project managers. We are working with People and Capability to help reduce this risk.
- **Weather** – construction works are weather dependent. Higher than average rainfall in summer will reduce the number of projects that can be constructed.
- **Community** – significant Cyclone Recovery works are underway in the region, particularly in Te Karaka. Whilst the proposed renewals are considered 'business as usual' there is the potential that the sheer amount of works places unwanted strain on the Te Karaka community.

Ngā Rori me ngā Ara Hīkoi

Roads and Footpaths

Operations Report for 2024/25

What we do

This activity is responsible for the extensive land transport network in our region, all operational elements of road maintenance and renewals, capital projects, walkways, and cycle ways. Council also manages the two public bus services, nine school bus services, and road safety education initiatives, including campaigns for wearing seat belts, and against drink driving and speeding.

The local road network forms 85% (1899km) of Tairāwhiti's roads and equals the same distance as driving from Kaitaia to Invercargill; 87% of the roads are rural and 54% are unsealed. Other assets include 413 bridges, culverts, and drains, 263km of footpaths, footbridges, 3703 streetlights 20 roundabouts, 10.9km of cycleway shared paths, street signs, railings, retaining walls, one set of traffic lights, and bus shelters. Waka Kotahi provides 2/3rds funding for these assets from the National Land Transport Plan (NLTP) with the exception of some non-assisted assets such as carparks and wharves.

The Land Transport Management Act 2003 requires Council as a regional authority to have a Regional Land Transport Plan and a Regional Public Transport Plan. These plans are reviewed every three years, at the same time as the Long-Term Plan, and is our bid to the NLTP funding.

About this report

This report summarises key Roads and Footpaths outcomes and contains the following sections:

1. Recent updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

Road Maintenance Activities

Road maintenance is currently being delivered within 3 Year funding arrangements.

Council's urban streetlight network has been under a substantial repair programme since the end of November 2024 the work will be ongoing for weeks to come.

The road line marking programme has commenced and is scheduled to be completed ahead of schedule. Special high reach mowing to reduce the vegetation encroaching into the road corridor is ongoing. A substantial sealed road repair campaign is ongoing although challenging with the wet weather impacting on days available to undertake sealed road repairs. Council is investing into permanent repairs which is discussed in the Journeys Infrastructure Update. Since July 2025 13,000+ potholes have been attended to with 4,000+ being in the city area. 1,059 culverts have had inlets and/or barrels cleared. 262 footpath faults have been resolved, mostly tripping hazards. 1,794 road signs have been repaired which includes missing/broken signs, 29,000+km of grading has been completed and 131+km of roadside drains have been cleared or fully re-constructed.

Public Transport and Total Mobility

The new bus contract is currently under evaluation. Implementation of Ridewise for Total Mobility has commenced for a 1 July 2025 go live date. Bus services are being delivered within funded levels of service and funding arrangements.

Temporary Traffic Management (TTM)

The Gisborne District Council operating procedures for TTM has been received with varied responses this was expected as we are in a transitional phase, we are implementing changes at the planning and implementing levels.

The strategic move was first around the various traffic management plans typically designed with CoPTTM examples towards a more reduced or minimalization of the CoPTTM examples (signs, cones and staffing levels and personal competency's around managing TTM), this has meant a reduction of cost for this documentation and approvals internally.

The next step is the actual implementation on the roading network this has proven the next stepping point of mainly tier 1 contractors who are following more of a national approach given various works both on NZTA and various other local road networks where their preferred approach is a blanket implementation to suit a national approach, although talks with various other local bodies seems to be as varied for each branch (regions) of tier 1's.

An example of this was where a tier 1 proposed the cost of $2,500.00 per day for TTM (based on road closure and stop/go) local road Turanga network compared to a tier 3 contractor who supply's TTM (coast based) being able to cost at $900.00 per day for the same TTM approach. The tier 3 was able to apply the GDC operating procedures where the tier 1 was not prepared to alter their national companies approach to TTM.

It is difficult summarise overall cost break downs for TTM applications general as equipment and labour costs fluctuate between various providers however what we do seem to see is that the cost of documentation and then implementation can be reduced through the GDC approach to TTM.

Focus for next three months

For the next three months, focus will be on:

- Maintain road network levels of service.
- Continuation of developing, trialling and implementing local operating procedures for temporary traffic management.

2. Risks

- Vulnerability of the transport network whilst recovery is ongoing.
- Funding levels do not achieve expected levels of service

Ngā Rori me ngā Ara Hīkoi

Roads and Footpaths

Infrastructure Report for 2024/25

What we do

This activity is responsible for the extensive land transport network in our region, all operational elements of road maintenance and renewals, capital projects, walkways, and cycle ways. Council also manages the two public bus services, nine school bus services, and road safety education initiatives, including campaigns for wearing seat belts, and against drink driving and speeding.

The local road network forms 85% (1899km) of Tairāwhiti's roads and equals the same distance as driving from Kaitaia to Invercargill; 87% of the roads are rural and 54% are unsealed. Other assets include 413 bridges, culverts, and drains, 263km of footpaths, footbridges, 3703 streetlights 20 roundabouts, 10.9km of cycleway shared paths, street signs, railings, retaining walls, one set of traffic lights, and bus shelters. Waka Kotahi provides 2/3rds funding for these assets from the National Land Transport Plan (NLTP) with the exception of some non-assisted assets such as carparks and wharves.

The Land Transport Management Act 2003 requires Council as a regional authority to have a Regional Land Transport Plan and a Regional Public Transport Plan. These plans are reviewed every three years, at the same time as the Long-Term Plan, and is our bid to the NLTP funding.

About this report

This report summarises key Roads and Footpaths Infrastructure outcomes and contains the following sections:

1. Updates since the last report.
2. Focus for next three months.
3. Risks.

1. Updates since the last report

East Cape Road

This was the last remaining Provincial Growth Fund project valued at $10m. The contractors have finished the project which includes site rail installation, minor dropout repairs and site clean-up. It is now in defects liability period and will not be reported in future reports.





1000 –Year Bridge

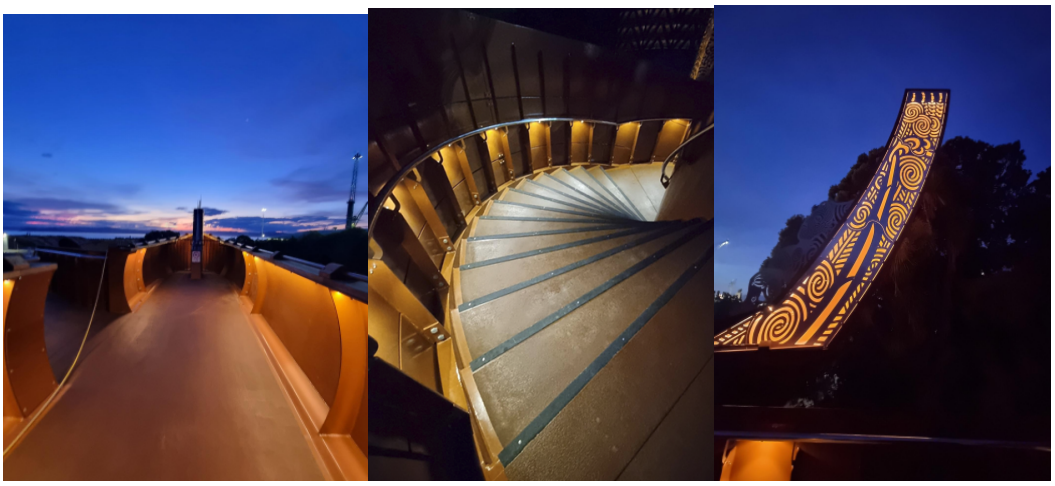
A storytelling project in partnership with Ngāti Oneone that highlights our regions first arrivals and great navigations with a project cost of $2.68m.

Since the last report our contractors have finished, structural and electrical certificates submitted, as-builts delivered. Ngāti Oneone have expressed that additional touches are required to complete the waka which weren't budgeted for so were not included in the contract documents. They would like to see these addressed before participating in an official opening until this is finalised the waka remains closed.

Photos of the waka are shown below.







National Resilience Fund (NRF)

Projects funded under NRF to minimise isolation for communities and residents.

Hill road has restarted after the Christmas Break with the main retaining structure completed, kerb and channel is soon to be installed the forecast finishing date is 26 February, the project is progressing well



Fig 1 – Retaining wall progress

Tauwharepare Road at 9.4km mark

Detailed designs and engineers estimates are complete we have two phases to complete before this project can be tendered. A safety audit (a condition of funding) and resource consent these are in progress. The residents have been updated with progress.



Roading 3YP capital programme

Major roading construction work is programmed for Kings, Farmers, Waingake, Tiniroto, Wharekopae, Lavenham, Ormond, Back Ormond and Whatatutu roads between January and March, over 60,000m2 will be fully reconstructed.

We have programmed 24.2 kms of reseals works over 53 streets and roads, we are 56% completed. Our reseal teams have asked to divert from nighttime sealing back to daytime operations. The reason is the weather has been inconsistent, and some nighttime temperatures are outside the preferred sealing envelopes. This will inconvenience traffic users but needs to be completed. Budgets are within 3-year plan allocations.



Gladstone reseals prior to Christmas



Waiomatatini Road reseal

Roading level of service (LOS) review

The roading review will produce the following outcomes:

1. Assess where future roading resilience risks are highest and compare that to routes which are of highest importance to the region. This is 95% complete and will be reported to the next operations meeting.
2. Produce a list of roads showing the proposed category for the maintenance Level of Service.
3. Outline an affordable and prioritised future investment programme which will set out where roading resilience funding will be spent.

Staff have started early engagement with our partners and the community, one of the challenges we face is the roading review will be used as a business case for future funding to NZTA. Some of the technical language within the business case will be difficult to communicate in a concise manner. We are working with our comms team to reduce this risk.

Land Transport Procurement Strategy 2025-27

The Land Transport Management Act 2003 states that Council must have procurement procedures for its land transport activities. Our existing land transport procurement strategy is on the website Procurement Policy | Gisborne District Council.

Our new strategy details how our funding from government and rate payers will be procured to market. The first draft has been submitted to NZTA for comment, a draft is attached for the Commitee's information.

Other projects

Grey Street stormwater gardens and the Army Hall footpath repairs have now been completed.

A bespoke application for the NIWE –recovery works has been submitted to NZTA.

2. Focus for next three months

Similar comments to other infrastructure teams within the HUB our activities are dependent on clear weather for access and working conditions. Works are generally undertaken in summer and autumn when rainfall and flows are lows. The focus of activity for the next three months is to ensure all the preliminary works are completed to allow maximum use of the drier months. This includes:

- Finalising project delivery plans including scope, programme, budgets, and risks.
- Engaging consultants and completing design activities.
- Understanding resource consent risks and preparing consent applications.

3. Risks

- Weather – construction works are weather dependent. Higher than average rainfall in spring and summer will reduce the number of projects that can be constructed. Especially if the transition is back to a La Nina conditions.
- Financial forecasts – a key deliverable that over the next three years is that project managers align external funding applications with project expenditures. As Council cannot act as a banker for externally funded projects.
- Health and Safety – a continual focus, to ensure there are no deaths or serious accidents, there is always a risk that we lose focus on this important matter.

Rautaki Whiwhinga Waka Whenua 2025–2027

Land Transport Procurement Strategy 2025–2027



Quality Statement

Prepared by	Dave Hadfield Journeys Infrastructure Manager	January 2025
Submitted to NZTA for formal assessment	NZTA procurement team	January 2025
Amended/updated as per initial comments from NZTA	Dave Hadfield Journeys Infrastructure Manager	
Endorsed by NZTA		
Adopted by Council		

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1.0 Executive summary

1.1 Summary statements of key issues and opportunities to obtain best value for money

Section 25 of the Land Transport Management Act 2003 (LTMA) states that an approved organisation must have procurement procedures that are designed to obtain the best value for money spent. Gisborne District Council's (Council) principle of best value for money in the context of procurement as embodied in its organisation-wide procurement policy is consistent with the LTMA concept.

Section 20 of the LTMA provides for the funding of land transport activities. Council through its Land Transport Business Unit - Journeys, receives NZTA funding subsidies for most of its land transport activities. Approved organisations that receive funding from NZ Transport Agency Waka Kotahi (NZTA) are required to provide:

- A land transport procurement strategy that documents an approved organisation's long-term integrated approach to the procurement of transport sector activities that are funded under Section 20 of the LTMA.
- The procurement strategy will enable Council to comply with the procurement procedures for infrastructure, planning and advice, public transport and total mobility services set out in the NZTA Procurement Manual - Amendment 6.

The Council has combined both its own and NZTA procurement policies, guidelines and processes to obtain the best value for money spent as legislated under Section 25 of the LTMA.

Council's rural roading network was closed during Cyclone Hale and Cyclone Gabrielle. Some communities were cut off for weeks with 8 bridges destroyed, 54 with major damage and significant slips and over 200 major dropouts, leaving a repair bill stretching into the hundreds of millions of dollars.

Roading maintenance has been difficult as Council has reprioritised resources and funding to reopen and repair roads following multiple storm events. Maintenance will continue to be challenging, so Council plans to prioritise school bus routes and freight routes, ensuring these critical pathways are maintained first. Council will plan and model for a resilient, safe, and affordable network, as part of its strategic roading network review.

This procurement strategy outlines what Council will procure and how Council intends to go about it to deliver a significant programme focused on recovering from multiple storm events including professional services and physical works to rebuild, repair and maintain the local roading network. This procurement strategy also includes the procurement of public transport bus services and total mobility services.

While the next major review of the procurement strategy is planned for the 2027–2037 Long Term Plan and Regional Land Transport Planning cycles, minor amendments may occur due to ongoing reviews of Council's organisation-wide procurement policy.

In summary the outcomes of the land transport procurement strategy can be summed up in a whakatauki that reflects our aspirations for recovery.

Whītiki maranga ake, te tihi o ngā taumata tiketike o Te Tairāwhiti - ko te whiwhi ko te oranga, whiua ki te rangi, whiua ki te ao, whiua ki ngā iwi katoa, tihei mauriora!

Hold steadfast and alight the numerous summits of Te Tairāwhiti - grasp the opportunities and cast them to the heavens and to the world that they may descend upon and benefit all our people. Alas, the breath of life.

1.2 Recommendations

It is recommended that NZTA:

1. Endorse the long-term programme wide procurement strategy for Council entitled Land Transport Procurement Strategy 2025–27 covering land transport activities funded in partnership between NZ Transport Agency Waka Kotahi and Council in terms of Procurement manual, section 10.4 Procurement strategies.
2. Approve under section 25(1) of the LTMA, the continued use of a variation to the rules in Procurement manual, section 10.21 Maximum term of a term service contract for infrastructure or planning and advice to allow Council to use a maximum contract term of seven years (5+2 years) for the following term service contracts:
   - Hikurangi Region Road Maintenance Contract
   - Uawa Region Road Maintenance Contract
   - Turanga Region Road Maintenance Contract
   - Waipaoa Region Road Maintenance Contract
   - Vegetation Control (Network Wide) Contract
3. Note that Council has determined that it is appropriate, under section 25(1) of the LTMA, to use the direct appointment supplier selection method to appoint ElectriNET to deliver streetlight maintenance as a monopoly supplier in accordance with Procurement Manual, section 10.10 Direct appointment of a monopoly supplier.
4. Approves under section 25(1) of the LTMA, the continued use of a variation to Procurement Manual, section 10.24 Contract term of public transport units allowing Council to vary the term arrangements of its two public transport unit contracts to Go Bus from a current expiry date of 30 June 2022 and 2023, to a new expiry date of 30 June 2025.
5. Approves the continued use of a supplier panel by Council for the procurement of professional services in accordance with Procurement Manual, section 10.5 Procurement procedure advanced components and, in addition, approves a variation to Procurement Manual, section 10.21 Maximum term of a term service contract for infrastructure or planning and advice for the supplier panel to be for a maximum term of six years as approved by the Transport Agency in November 2018.
6. Approves the use of a supplier panel by Council for the procurement of physical works entitled the recovery programme slips and dropouts contractor panel in accordance with Procurement manual, section 10.5 Procurement procedure advanced components for a maximum term of five years (3+1+1 years).
7. Approves the use of a supplier panel by Council for the procurement of professional service entitled the programme and project management panel (professional services) in accordance with Procurement manual, section 10.5 Procurement procedure advanced components for a maximum term of five years (3+1+1 years).
8. Approves the use of a supplier panel by Council for the procurement of physical works entitled the recovery programme Council's bridge repair physical works panel in accordance with Procurement manual, section 10.5 Procurement procedure advanced components for a maximum term of four years (2+1+1 years).
9. Approves the continued use of in-house professional services by Council in accordance with section 26 of the LTMA.

2.0 Policy context

2.1 Council's strategic objectives and outcomes

The unique geography, geology and social and economic environment present many challenges to providing and maintaining the large transport network for our region. Predicted changes to climate, demographics and freight volumes will also impact how Council manages the regions roads and the service they have to provide.

Council's Te Tairāwhiti Regional Land Transport Plan 2024–2034 identifies three priority investment areas:

- Community resilience and asset management
- Road and community safety
- Mode shift and accessibility

The Te Tairāwhiti Regional Land Transport Plan 2024–2034 provides a description of each priority area and can be viewed at: Regional Land Transport Plan | Gisborne District Council (gdc.govt.nz)

2.2 Strategic objectives and outcomes for the procurement strategy

This strategy aims to use procurement as an 'enabler' in delivering the work programme (i.e., it's not a handbrake), build procurement capability and capacity within Journeys, give assurance to funders that Council is achieving their outcomes, strengthen and clarify procurement practices and using this 3-year recovery period as an opportunity to deliver commercial and regional benefits.

The Council has hired additional resources both new staff and consultants to deliver the recovery programme so the Journeys team can focus on maintenance and renewal activities. Due to the large work programme, there will be challenges to ensure 'consistency' and to keep aligned to the Procurement Manual. This will be mitigated by ensuring project managers are well briefed with this strategy and reinforcing that procurement plans are a fundamental step in delivering a successful project.

2.3 Procurement policy content

Gisborne District Council (Council) definition of procurement is clearly detailed in the Council's Procurement Policy 2019 - Procurement Policy | Gisborne District Council (gdc.govt.nz)

The Procurement Policy covers all aspects of acquiring and delivering goods, services and works (both refurbishment and new construction). It starts with identifying the need and finishes with either the conclusion of a service contract or the end of the useful life and disposal of the asset. Procurement also includes the contract and relationship management with chosen suppliers. Collectively, this is what is referred to as the procurement lifecycle.

Council receives land transport funding from external sources like NZ Transport Agency Waka Kotahi (NZTA), Ministry of Business, Innovation and Employment (MBIE) and from its residents through rates. Over the next three years, Council will spend some $320M on land transport activities. While much of the expenditure will be under Council's existing maintenance contracts, some $210M will be procured through panel contracts and new contracts that are yet to be procured. Council's expenditure includes activities funded through the National Land Transport Programme (NLTP) and through Crown Infrastructure Partners (CIP).

This includes determining and specifying the needs required to deliver the land transport work programmes, agreed levels of services and outcomes detailed in:

- 2024–2027 Three Year Plan: Healing Our Region for Our Future
  Three Year Plan | Gisborne District Council (gdc.govt.nz)
- Te Tairāwhiti Regional Land Transport Plan 2024–2034
  Regional Land Transport Plan | Gisborne District Council (gdc.govt.nz)
- Te Tairāwhiti Regional Public Transport Plan 2024–2034
  Regional Public Transport Plan | Gisborne District Council (gdc.govt.nz)

Developing and maintaining our infrastructure, including roads, footpaths, and bridges, is essential. We will prioritise projects that improve connectivity and access, making sure they are well-defined, realistic, and have clear timeframes. Council will also plan and model a resilient, safe and affordable network considering the best use of limited resources.

2.4 Procurement development and key documents that guide Council

There are existing legislative requirements surrounding procurement including:

- Section 14 of the Local Government Act 2002 (LGA) amended in 2012 which details procurement principles.
- Section 17a of the LGA which details when Council must formally review the cost effectiveness of current arrangements, including contracts for the supply of goods, services and works.
- Section 20 of the LTMA states that Council is required to provide a procurement strategy.
- Section 25 of the LTMA states that Council must have procurement procedures that are designed to obtain the best value for money spent.

However, procurement continues to develop as central and local government require additional outcomes from their investment and to reflect good procurement practice.

In 2008, The Office of the Auditor-General introduced the "Procurement Guidance for Public Entities" that continues to guide the Council and promotes good procurement discipline across the Council's land transport activities.

In October 2019, central government signalled a change to the procurement landscape through its updated MBIE Government Procurement Rules (4th Edition) that included the project charter, broader outcomes and minimum time periods, amongst other requirements.

In December 2019, Council reviewed its Procurement Policy as it was deemed not fit for purpose to promote regional value objectives which align with Council's vision, values, and strategy and community outcomes. The next review is scheduled to commence in July/August 2025.

In April 2022, NZTA revised the Procurement Manual that must be used for activities funded through the National Land Transport Programme (NLTP). This document applies when Council is purchasing land transport infrastructure, planning and advice, and public transport services.

In September 2020, NZTA released its Framework for Delivering Broader Outcomes and then in March 2021, released its Broader Outcomes Procurement Strategy. Broader outcomes are defined as the pursuit of secondary benefits including social, cultural, environmental and economic outcomes that are generated by the way a good, service or work is produced or delivered.

2.5 Core principles and objectives

The principles and objectives as defined by the Office of the Auditor General: Procurement Guidance for Public Entities for this procurement strategy need to be consistent with Council's organisation-wide procurement policy (2019). Council will procure works, goods or services following the basic principles governing public spending:

- Accountability
- Openness
- Lawfulness
- Fairness
- Integrity
- Sustainability

The Government Procurement Charter directs Council to approach the procurement of land transport activities (through its inclusion in the NZTA Procurement Manual) in certain ways, including seeking new and innovative solutions, avoiding the transfer of all risk to suppliers, and supporting greater collaboration. When procuring land transport activities, Council should:

- Seek opportunities to include New Zealand businesses.
- Undertake initiatives to contribute to a low emissions economy and promote greater environmental responsibility.
- Look for new and innovative solutions.
- Engage with businesses with good employment practices.
- Promote inclusive economic development within New Zealand.
- Manage risk appropriately.
- Encourage collaboration for collective impact.

In addition to the core principles outlined above, Council has broken down its existing best value for money principle and has identified its own procurement objectives which align with Council's vision, values, strategy and community outcomes.

These objectives are part of Council's decision-making framework and are intended to promote regional value for the Tairāwhiti region and inform sustainable procurement decision-making.

2.5.1 Economic development

Council will use resources effectively, economically and without waste, with due regard for the total costs and benefits of an arrangement, and its contribution to the outcomes Council is trying to achieve to facilitate economic development. Achieving economic development through Council's procurement activity includes:

- Increasing direct employment opportunities in the Tairāwhiti region and improving employment opportunities for disadvantaged populations
- Improving viability of existing businesses and/or creating new businesses.

2.5.2 Social responsibility

Council will consider the social costs and benefits to the Tairāwhiti region as part of its procurement decision-making process to facilitate socially responsible procurement. Achieving social responsibility through Council's procurement activity includes:

- Enabling and building capability in the local workforce, including:

- Providing opportunities for youth and under-represented people groups to transition positively into the work force.
- Providing training and apprenticeship opportunities to foster career development.
- Providing opportunities for lower socio-economic communities in the Tairāwhiti region to empower its people with greater skills and capabilities to facilitate economic and social development.
- Increasing regional as well as national resilience to effectively navigate changes outside of Council's control.

2.5.3 Environmental sustainability

Council is committed to taking responsibility for leading the community now and into the future. This means Council will consider environmental costs and benefits to the Tairāwhiti region as part of its procurement decision-making processes to facilitate environmentally sustainable procurement. Achieving environmental sustainability through Council's procurement activity includes:

- Requiring use of sustainably produced goods/materials where appropriate and available.
- Looking for carbon reduction opportunities.
- Looking for opportunities to minimise waste, conserve resources and save energy throughout the procurement project lifecycle.

2.5.4 Cultural sustainability

Council is committed to fostering the Tairāwhiti region's cultural heritage, assets and diversity.

Achieving cultural sustainability through Council's procurement activity includes:

- Better use of iwi assets and assisting Māori development.
- Promoting cultural diversity.
- Fostering use of te reo Māori.
- Acknowledging and applying tikanga Māori in decision-making where appropriate.

2.5.5 Climate change

In Council's procurement policy, climate change considerations are listed under environmental sustainability criteria. Usually, they include ways to mitigate climate change such as a direct mention of greenhouse gas emissions, alongside waste minimisation and energy conservation practices.

Council updated its climate change considerations on 30 September 2021 to:

- expressly state Council's commitment to consider climate change implications in all decision-making, including procurement.
- help us look for opportunities to reduce Greenhouse Gas (GHG) emissions in procurement processes.
- encourage suppliers to meet relevant environmental sustainability standards that support our climate change response.

The outcome is these considerations would help Council make procurement decisions that align with its climate change direction.

2.6 Public value

NZTA has amended its Procurement manual to include broader outcomes, and the concept of public value includes the social, environmental, cultural and economic outcomes that deliver long term value to New Zealand and the Tairāwhiti region.

Council's procurement policy calls these regional benefits. In other Council documents they are called social outcomes. For the purposes of this document the readers should interpret these as the same.

The key components of public value are depicted in the diagram below:

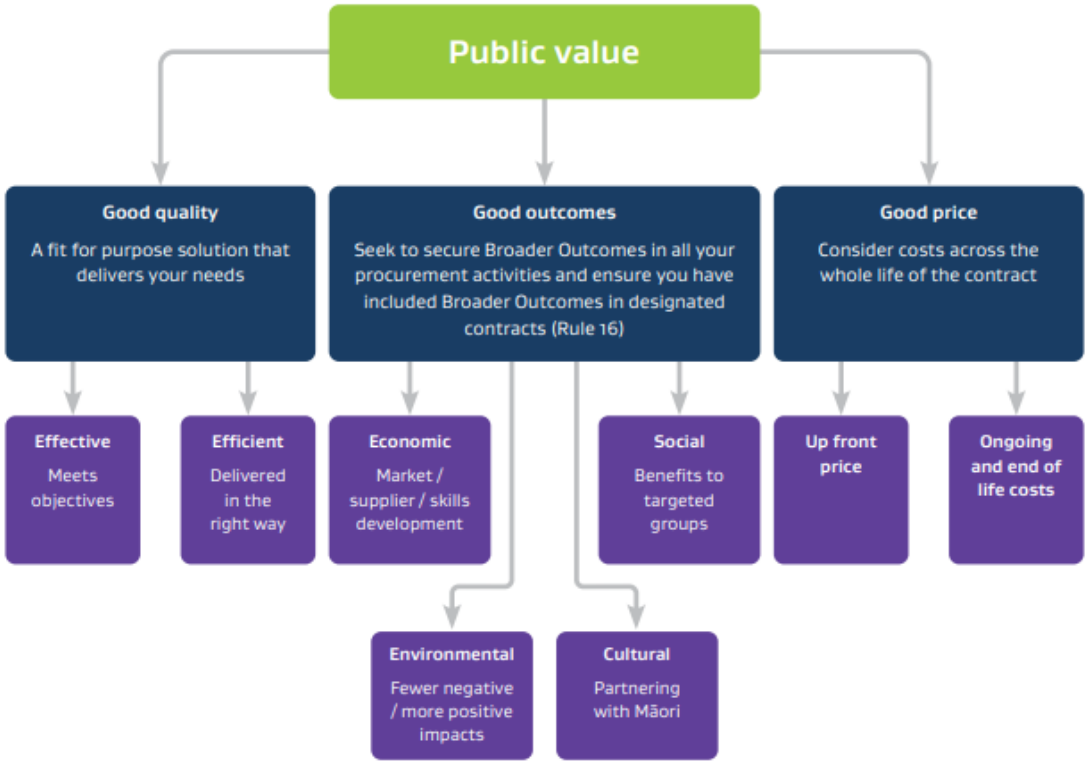


Figure 1 – Public value, extracted from the Government Procurement Rules, 4th Edition.

2.7 NZTA procurement requirements and what they mean for Council

2.7.1 Best Value for Money

Procurement procedures must be designed to obtain best value for money spent and approved by NZTA. Council's definition of "best value for money spent" in the context of procurement is embodied in its organisation-wide procurement policy "Value for money" principle. This has been further expanded to incorporate the following objectives intended to promote regional value for the Tairāwhiti region:

- Economic development.
- Social responsibility.
- Environmental sustainability (including climate change).
- Cultural sustainability.

The revised "Best Value for money" principle is highlighted below:

The principle of value for money when procuring goods or services does not necessarily mean selecting the lowest price or using a competitive tender, but rather the best possible outcome (including regional outcomes) for the total cost of ownership (or whole of life cost).

The LTMA 'best value for money' concept is aligned with Government's procurement concept of 'public value'.

Specific measures that Council take to achieve best value for money are outlined below:

- Open and effective competition is the primary mechanism for achieving value for money with effective competition stimulated by the quality of the specification, the transparency of the process and the quality of the engagement with the supplier markets.
- Asset management planning to identify an effective work programme and provide a whole-of-life approach to asset management.
- Use of the most appropriate selection and engagement processes that suit the individual procurement and its level of risk.
- Successful delivery of the goods, services and works. The right outcome, at the right time, in the right place, and at the right price (within budget).
- Optimising asset life while meeting appropriate services levels.
- Promotion of regional value for the Tairāwhiti region.

2.7.2 Competitive and efficient markets

- Council will consider the use of a two-stage procurement process and the establishment of panels, where appropriate, to encourage efficiency.
- Tender periods will be appropriate to ensure complete and comprehensive tenders are submitted.
- Clear specifications will be developed and engagement with the supply markets will be professional and transparent.
- The time between awarding of tenders and commencement is appropriate to enable suppliers to resource and programme with confidence.

2.7.3 Fair competition

- Council will ensure that its forward procurement programme is communicated to the supplier market as soon as possible after it is finalised by the Council, allowing for early contractor/supplier engagement.
- The process for assessing and awarding contracts will be open, transparent, clear, logical and defensible.

2.8 Te Tiriti Compass

Acknowledging that over half the rohe is Māori, it is clear that the promises of Te Tiriti o Waitangi are central to our region flourishing. Merely considering Te Tiriti principals does not suffice; Council is actively embedding these principles into daily work to foster true partnership.

Council's future vision includes strengthening the collaborative ties with iwi and hapū, ensuring they have a sustained and influential role in the region's planning and decision-making. Council aims to continue nurturing these relationships through various Kaupapa, facilitated by the Te Tiriti compass tool, which supports Council's journey towards genuine Tiriti-based partnership.

In 2021, Council undertook a journey of improved understanding of the Te Tiriti o Waitangi context in Tairāwhiti. This journey resulted in the creation of the Te Tiriti Compass, a tool used to centre our intent on honouring Te Tiriti and shaping how we, as Council, engage in partnerships under Te Tiriti o Waitangi and function as a Tiriti partner.

2.9 Health and safety

Council is committed to providing a healthy and safe work environment for employees and others that may be affected by its workplace activities. In assessing its corporate risk, contractor management has been identified as one of Council's major risks. Building health and safety into the procurement lifecycle is non-negotiable. Council achieves this by maintaining positive partnerships through consultation, cooperation and coordination. Council follows the Worksafe NZ guidance on how Person Conducting a Business or Undertaking (PCBUs) should work together, which includes the following requirements:

2.9.1 Scoping of the required works

Council will work with contractors and landowners to understand what work needs to be done and where, and to share information about what hazards and risks will be involved.

2.9.2 Pre-qualification of suppliers

Council is committed to working with our suppliers to ensure a safe and healthy workplace. Council expects our suppliers to have an adequate health and safety management system that includes:

- safe systems of work
- safe work environments
- safe plant and equipment
- adequate health and safety training and supervision.

All suppliers undertaking work for us must declare their health and safety systems. Where an activity includes moderate or high-risk activities, contractors and/or suppliers will be required to be accredited under the Local Authority Health and Safety Scheme (SHE Pre-qualification) or Tōtika (with a score greater than 75%).

In summary, Council – Journeys will not procure any physical work unless the supplier or contractor is SHE or Tōtika qualified. The only exemptions are for low-risk activities like the purchase of materials or have bespoke skillsets that require signoff from our Health and Safety team.

2.9.2 Health and safety management

Council may undertake several initiatives or require additional information from suppliers to ensure good health and safety performance, including:

- site specific safety plans (SSSPs)
- key results areas (KRAs) and key performance indicators (KPIs)
- site audits and attendance at contractor tailgate sessions
- accident, incident and monthly reporting

2.10 Procedural audits

On 18 November 2024, a procedural audit was completed by NZTA. The final audit report is pending; however, Council understands that the results of the audit will show a high level of compliance with the NZTA Procurement Manual existing procurement strategy, noting that that procurement strategy was developed and endorsed prior to Cyclone Gabrielle and is clearly outdated. Council, NZTA and MBIE continue to promote inclusivity, transparency and sustainability in the procurement processes.

The previous procedural audit was completed on 2 November 2020. The results are tabled below:

Procedural Audit - Audit Rating Assessment

Financial Processes	Effective
Procurement Procedures	Effective
Professional Services	Effective
Provincial Growth Fund	Effective
Contract Management	Some improvement needed
Total Mobility and SuperGold schemes	Some improvement needed
Public Transport Contract Management	Significant improvement needed
Overall	Some improvement needed

More recently, an emergency works procedural audit was completed on the 20 February 2024. The results are tabled below:

Emergency Works Procedural Audit - Audit Rating Assessment

Financial Processes	Some improvement needed
Procurement and Asset Management Controls	Some improvement needed
Overall	Some improvement needed

3.0 Procurement programme

The 2024-2027 National Land Transport Programme (NLTP) was confirmed late 2024 and Council's land transport activities are summarised below:

Committed or approved activities (NLTP/Council)

Work Category	Description	Funding Available 2024–2027	Proposed Delivery Method
Local Roads Operations	For the purpose of investment in the ongoing maintenance and operations of the local road network	$33,654,230	Through existing road maintenance contracts.
Local Roads Pothole Prevention	For the purpose of investment in resealing, rehabilitating and drainage maintenance on the local road network.	$70,542,312	Through existing road maintenance contracts.
Walking and Cycling Improvements	Footpath and cycleway maintenance and renewals	$665,000	Through existing road maintenance contracts.
Regional Functions	Public Transport services and regional land transport management	$3,851,240	Public transport services tendered to the open market.
Low cost/ low risk	Network improvements to align with GPS[1]	$1,795,000	Tendered to the open market.
Resilience	Resilience improvements that align with the GPS	$3,000,025	Designs commissioned by Council's professional services panel and physical works tendered to the open market.
Pre and Post Cyclone Gabrielle – Emergency Works	Repairs to the roading network due to weather events.	$12,327,969	Designs commissioned by Council's professional services panel and physical works tendered to the open market.
Cyclone Gabrielle Recovery Works – Bridge Repairs	Repairing damaged bridges	$14,500,000	Designs commissioned by Council's professional services panel and physical works panel established with 8 contractors who tender on work packages.
Cyclone Gabrielle – Recovery Works – Bridge Rebuild Tranche 1	New bridge replacements	$21,250,000	Designs commissioned by Council's professional services panel and physical works tendered to the open market.
Cyclone Gabrielle – Recovery Works – Dropouts	Repairs to the local road network	$40,100,000	Designs commissioned by Council's professional services panel and physical works panel established with 15 contractors who tender on work packages.

In addition, the following activities are funded through Crown Infrastructure Partners (CIP):

[1] Ministry of Transport (2024). *Government Policy Statement on land transport 2024*. Downloaded from https://www.transport.govt.nz/area-of-interest/strategy-and-direction/government-policy-statement-on-land-transport-2024 on the 11 January 2025

Committed or approved activities (CIP)

Work Category	Description	Funding Available 2024–2027	Delivery Method
Slips and dropouts	Repair slips and dropouts to pre-cyclone levels of service at 393 locations across the local roading network	$11,340,000	Designs commissioned by Council's professional services panel and physical works panel established with 15 contractors who tender on work packages.
Community roading improvements	Improve resilience and mitigate the risk of restricted evacuation options in the case of severe weather events	$36,876,000	Designs commissioned by Council's professional services panel and physical works tendered to the open market.
Tiniroto Road	Deviate road around the Hangaroa Bluffs to enable a secure alternative to SH2	$45,000,000	Designs commissioned by Council's professional services panel and physical works tendered to the open market.
Cyclone Gabrielle – Recovery Works – Bridge Repairs	Repairing damaged bridges	$15,001,600	Designs commissioned by Council's professional services panel and physical works panel established with 8 contractors who tender on work packages.
Cyclone Gabrielle – Recovery Works – Bridge Rebuild	New bridge replacements	$12,782,000	Designs commissioned by Council's professional services panel and physical works tendered to the open market.

The full details of the NZTA 2024–27 NLTP and Council's Te Tairāwhiti Regional Land Transport Plan 2024–2034 can be viewed on their respective websites.

2024–27 National Land Transport Programme | NZ Transport Agency Waka Kotahi (nzta.govt.nz)

Regional Land Transport Plan | Gisborne District Council (gdc.govt.nz)

Overall, Council do not deem the activities to be particularly complex or technically challenging, there is however significantly more activity as a result of Cyclone Gabrielle. Council is in the process of establishing a separate team of project managers to support the recovery from Cyclone Gabrielle that will enable the Journeys team to focus on business-as-usual activities.

4.0 Procurement environment

4.1 Supply side market analysis

4.1.1 Road maintenance

The following suppliers have been awarded contracts and deliver road maintenance, reseals and rehabilitations, streetlight maintenance and vegetation control activities to Council:

Region/Contract	Suppliers
Hikurangi	H Blackbee Contractors
Uawa	Downer NZ Ltd
Waipaoa	Fulton Hogan Ltd
Turanga	Fulton Hogan Ltd
Vegetation control	Inline Group Ltd
Reseals & rehabilitation	Fulton Hogan Ltd
Street lighting	ElectriNET Ltd

4.1.2 Slips and dropouts

The following suppliers have been awarded contracts and form the Council's slips and dropouts physical works panel. This work is primarily focused on the recovery from Cyclone Gabrielle. The suppliers include:

Suppliers	
Complex	Non-Complex
GeoStabilisation NZ Limited	Inline Group Ltd
Fulton Hogan Ltd	Troy Wheeler Contracting Ltd
Curries Consortia	AF Thompson Contracting Ltd
Siteworx Civil Ltd	BBL Contracting Ltd
H Blackbee Contractors Ltd	Fulton Hogan Ltd
CLL Solutions Limited	Curries Consortia
Groundfix Limited	Siteworx Civil Ltd
Ritchie Civil Limited	Earthwork Solutions Ltd
Spiral Drillers Civil Limited	H Blackbee Contractors Ltd

4.1.3 Bridge repair works

The following suppliers have been awarded contracts and form Council's bridge repair physical works panel. This work is primarily focused on the recovery from Cyclone Gabrielle. The suppliers include:

Suppliers	
CR Taylor Ltd Limited	Siteworx Civil Ltd
Fulton Hogan Ltd	Ritchie Civil Limited
Curries Construction Ltd	Kuru Contracting Ltd
Downer NZ Ltd	

4.1.4 Other works

The Council's maintains a list of suppliers that are SHE prequalified and therefore met the Council's health and safety requirements. The suppliers will have undertaken projects for the Council previously and therefore have a track record of successful delivery.

The above lists are intended to demonstrate supplier market diversity and is not an exhaustive list of all contractors in the supplier market. Council welcome new contractors that met mandatory health and safety requirements and have the necessary capabilities and capacity to support delivery of the work programme.

4.1.5 Professional services consultants

Professional services consultants provide value for money through specialised skillsets and additional resourcing which the Council does not possess. Although Council has regional outcomes in its organisation-wide procurement policy, Council recognises that professional services providers do not always have to be based in Gisborne. Council does not have in-house staff to complete all its land transport programme. It engages professional services providers for investigation, preliminary design, detailed design and programme/project/contract management phases for all its capital works activities. These professional services include:

- Soil samples and investigations
- Resource consents – geotechnical investigations and land drainage issues
- Road safety audits
- Roading design, testing and quality assurance
- Site supervision and contract management
- Tender evaluation

Council has established a Transport Professional Services Engineering Panel. Successful organisations were selected for the core engineering services include:

Organisations	
WSP	LDE
GHD	Stantec

There were also panel members for specialised transport skills:

Technical Skill Areas	Organisations	Organisations
Business Case Writer	Abley Transportation	GHD
Economic Analyst	Abley Transportation	GHD
Health and Safety	Cardno	GHD
Transport Planner	Abley Transportation	Cardno
Asset Valuer	GHD	MWH/Stantec

To supplement the skillsets provided by the Transport Professional Engineering Panel, Council has recently established a Programme & Project Management Panel to support delivery of the recovery remediation work programme. The panel is focused on the following service areas:

- Programme management
- Project management
- Design management
- MSQA
- Resource consenting
- Stakeholder management

Successful organisations that were selected for the panel include:

Organisations	
Beca Limited	Civil Assist Limited
Civil Projects Limited	LDE Ltd
RoadNoise Ltd	Seven Rivers
WSP NZ Ltd	

4.2 Demand side market analysis

4.2.1 Transport Rebuild East Coast[2]

The Transport Rebuild East Coast (TREC) Alliance was set up to plan, organise and deliver much of the recovery and rebuild work needed on the highway and rail networks in Te Tairāwhiti (Gisborne) and Te Matau a Māui (Hawke's Bay), in conjunction with local businesses and contractors.

This recovery work is funded. Following $384M of funding announced in 2023, the May 2024 Budget saw an additional $250M allocated for recovery work on Hawke's Bay and Tairāwhiti state highways

The TREC Alliance members include the NZTA, KiwiRail, Downer, Fulton Hogan and Higgins. The Alliance works alongside local businesses and contractors.

The East Coast has a strong pool of hard-working, skilled and experienced contractors, consultants and suppliers who understand both road and rail building and the East Coast whenua. NZTA advise that TREC is complementing – not replacing – existing resource within the region, using an 'East Coast first' philosophy for physical works, with specialists from other regions brought in as required.

4.2.2 NZTA Network Outcomes Contract

The incumbent NZTA Network Outcomes Contractor is Downer. The current contract commenced on the 1 July 2015 and expires on the 31 March 2026, and will be tendered to the open market in February 2025. If the incumbent contractor is successful. The new Integrated delivery contract will start September 2025. If a new contractor is successful, the start date will be 1 April 2026.

[2] NZ Transport Agency Waka Kotahi (2024). *Transport Rebuild East Coast.* Downloaded from https://www.nzta.govt.nz/projects/transport-rebuild-east-coast/ on the 13 January 2025.

4.2.3 Wairoa District Council

Wairoa District Council (WDC) has a sealed pavement maintenance contract with Fulton Hogan that expires 30 June 2025. There is also an unsealed pavement maintenance contract with Quality Roading Services (QRS) that expires at the same time.

Council do not believe that the retendering of either contract will impact delivery of the Council's work programme.

4.3 Market analysis - summary

With the downturn in forestry, and commercial build and a revised NZTA work programme for Transport Recovery East Coast there is sufficient capacity in the supplier market to meet Council's current work programme.

Specialist contractors will be required for Council's bridge rebuild programme that may have to mobilise from outside the region. An open market procurement approach will be used for the bridge rebuild programme and supplier market capacity will be assessed further as part of the procurement planning process.

5.0 Approach to delivering the work programme - Infrastructure

5.1. Road maintenance

Following a series of Council workshops and an extensive period of market engagement, new maintenance contracts that take a regional approach were competitively tendered using a two-stage procurement process, a staged delivery model and a price-quality supplier selection method. The contracts are based on NZS3917:2013 using measure and value with some lump sum items.

The scope of the new road maintenance contracts includes local roads operations, local roads pothole prevention, and walking and cycling improvements.



Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
Hikurangi Region Road Maintenance Contract	H Blackbee Contractors	01/07/2022	30/06/2027	+2 Years (Max. 7 Years)
Uawa Region Road Maintenance Contract	Downer	01/07/2022	30/06/2027	+2 Years (Max. 7 Years)
Turanga Region Road Maintenance Contract	Fulton Hogan	01/07/2022	30/06/2027	+2 Years (Max. 7 Years)
Waipaoa Region Road Maintenance Contract	Fulton Hogan	01/07/2022	30/06/2027	+2 Years (Max. 7 Years)

5.2 Vegetation control

At the same time as Council established the new road maintenance contracts, Council also competitively tendered vegetation control taking a network wide approach. The new contract was procured using a two-stage procurement process, a staged delivery model and a price-quality supplier selection method. The contract is based on NZS3917:2013 using measure and value with some lump sum items.

Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
Vegetation Control (Network Wide) Contract	Inline Group	01/07/2022	30/06/2027	+2 Years (Max. 7 Years)

5.3 Pavement rehabilitation and reseals

In addition, Council also competitively tendered the annual pavement rehabilitation and reseals programme at the same time as the new road maintenance contracts. It also takes a network wide approach. The new contract was procured using a two-stage procurement process, a staged delivery model and a price-quality supplier selection method. The contract is based on NZS3917:2013 using measure and value with some lump sum items.

Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
Annual Pavement Rehabs and Reseals (Network Wide) Contract	Fulton Hogan	01/07/2022	30/06/2025	+2 Years (Max. 5 Years)

5.4 Streetlight maintenance

Firstlight Network is the electricity lines company for Gisborne, Wairoa and the East Coast. They own the poles, wires and underground cabling used by electricity retailers to supply customers with electricity. Up to 30% of Council's streetlights are attached to an Firstlight Network asset.

For health and safety reasons, Firstlight Network only allow one supplier onto their assets and that is ElectriNET, a member of the Horizon Energy Group.

The example above qualifies as a monopoly supplier and Council proposes to enter into an open book tender process with ElectriNET to deliver streetlight maintenance in accordance with Procurement manual, section 10.10 Direct appointment of a monopoly supplier.

5.5 Bridge repairs

On the 15 March 2024, Council released a Request for Proposal to establish a panel to deliver bridge repair physical works. The panel is specifically focused on the remaining 47 bridges that were not repaired as part of the Cyclone Gabriele initial response. The scope of work is varied and specific to each site, but generally involves solutions that may require:

- Superstructure repairs (concrete and steel).
- Retaining structure – drilling and piling.
- Retaining structures – sheet piling.
- Retaining structures – rock anchors / soil nails.
- Scour protection (gabion walls / rip rap / earthworks).
- Bridge furniture (site rails, signage, handrails).

The panel was procured using a single stage procurement process and a quality-based supplier selection method. The panel has been established for an initial term of 2 years with two 1-year rights of renewal (maximum term 4 years, 2+1+1 years). The following suppliers have been appointed to the panel:

Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
Bridge repair physical works panel	CR Taylor Gisborne Ltd	1/7/2024	30/6/2026	+1 +1 years (max. 4 years)
	Curries Construction Ltd			
	Downer NZ Ltd			
	Fulton Hogan Ltd			
	Kuru Contracting			
	Ritchie Civil Ltd			
	Siteworx Civil Ltd			

5.6 Slips and dropouts

On the 16 August 2024, Council released an open market Request for Proposal to establish a panel to deliver slips and dropouts remediation physical works. The panel is specifically focused on the 340 slip and drop out sites through-out the Tairāwhiti local road network. The sites have been identified as requiring either simple non-complex works (300 sites) or technical complex works (40 sites) that may also require additional design.

Non-complex sites have been separated into three regions, including:

- Hikurangi
- Uawa
- Waipaoa

Complex sites are being managed across the Tairāwhiti local road network as a whole and therefore form a single category.

The panel was procured using a single stage procurement process. The non-complex category was procured using a price-quality supplier selection method, while the complex category used a quality-based supplier selection method. The panel has been established for an initial term of 3 years with two 1-year rights of renewal (maximum term 5 years, 3+1+1 years). The following suppliers have been appointed to the panel:

Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
Slips and dropouts physical works panel – Complex	Geostabilisation NZ Ltd	1/10/2024	30/9/2027	+1 +1 years (max. 5 Years)
	Fulton Hogan Ltd			
	Curries Consortia			
	Siteworx Civil Ltd			
	H Blackbee Contractors Ltd			
	CCL Solutions Ltd			
	Ritchie Civil Ltd			
	Spiral Drillers Civil Ltd			
Slips and dropouts physical works panel – Non-Complex	H Blackbee Contractors Ltd	1/10/2024	30/9/2027	+1+1 years (max. 5 Years)
	Troy Wheeler Contracting Ltd			
	AF Thompson Contracting Ltd			
	BBL Contracting Ltd			
	Fulton Hogan Ltd	1/10/2024	30/9/2027	+1+1 years (max. 5 Years)
	Curries Consortia			
	Siteworx Civil Ltd			
	Earthwork Solutions Ltd			
	H Blackbee Contractors Ltd			

5.7 Road and infrastructure improvements and emergency works (procurement procedure 1)

For all other land transport activities, including emergency works, that are not delivered under the existing maintenance contracts or panels, Council will apply the following procurement procedures from the NZTA Procurement Manual. Procurement procedure 1 applies to the following (refer Section 3.0 Procurement programme):

- Resilience.
- Pre and post Cyclone Gabrielle – Emergency works.
- Cyclone Gabrielle Recovery Works – Bridge rebuild tranche 1.
- Community roading improvements.
- Tiniroto Road.
- Cyclone Gabrielle Recovery Works – Bridge rebuilds (CIP funded activity).

Staged delivery model, supplier selection methods

Physical works - Emergency works, road improvement or infrastructure projects

Procurement	Supplier Selection Methods		
	Direct Appointment*	Lowest price conforming	Price quality
Physical works	√	√	√
Emergency works inclusive of professional services		√	√

NOTE: A quality-based supplier selection method is an advanced procurement procedure when used for infrastructure and requires approval from NZTA in accordance with Procurement manual, section 10.5 Procurement procedure advanced components.

The supplier selection method will be guided by the estimated contract value. If the contract value is less than or equal to $100,000, direct appointment or lowest price conforming supplier selection methods will be used. Where applicable, quotes will be requested from three preferred SHE or Tōtika qualified suppliers.

Direct appointment - contract value of ≤$100,000.

For direct appointments where the estimated contract value is ≤$100,000, the preferred supplier is selected on the basis of their experience, skills and past performance on activities of the same or similar nature and performance judged by PACE evaluations.

The supplier contract terms are then directly negotiated with the preferred supplier and a contract is established to obtain the best value for money.

Competitive (open) tendering - if estimated contract value is >$100,000.

For competitive (open) tendering, where the estimated contract value is over $100,000 an RFT - Request for Tender (physical works) will be advertised on Government Electronic Tendering Service (GETS) inviting suppliers to submit proposals or tenders for physical works.

The two supplier selection methods, i.e. lowest price conforming and price quality will be applied for procurements with an estimated contract value of >$100,000.

Evaluation procedures for proposals from suppliers are those described in Chapter 10 Rules of the NZTA Procurement Manual.

Competitive (closed) tendering - if estimated contract value is >$100,000.

For competitive (closed) tendering, where the estimated contract value is over $100,000 an RFT - Request for Tender (physical works) will be advertised on the Government Electronic Tendering Service (GETS) inviting suppliers to submit proposals or tenders for physical works.

This is not often used but is for specialised skillsets or has a high health and safety risk profile.

The two supplier selection methods, i.e. lowest price conforming and price quality will be applied for procurements with an estimated contract value of >$100,000.

Evaluation procedures for proposals from suppliers are those described in Chapter 10 Rules of the NZTA Procurement Manual.

5.8 Regional outcomes for road and infrastructure improvements and emergency works (Procurement procedure 1)

To introduce regional outcomes into the market the following attributes and proposed weightings are proposed for price quality supplier selection methods for projects that are open tendered. The proposed weightings give serious consideration to regional outcomes and send a strong signal to the industry that for central and local government this is the future.

Price/Quality

Attribute	Weighting
SHE or Tōtika Qualified	Pass/Fail
Relevant Experience & Track Record	To be determined on the type of project
Relevant Skills	To be determined on the type of project
Methodology	To be determined on the type of project
Regional Outcomes	15-20%
Price	30%

Lowest Price Conforming

Attribute	Weighting
SHE or Tōtika Qualified	Pass/Fail
Relevant Experience & Track Record	Conforming
Relevant Skills	Conforming
Methodology	Conforming
Regional Outcomes	Conforming
Price	

5.9 Land transport activities – externally funded

For externally funded projects from other bodies such as:

- the Provincial Growth Fund (PGF)
- the Regional Infrastructure Fund (RIF)
- Crown Infrastructure Partners (CIP)
- 100% Council rate funded projects
- Trust Tairāwhiti

Journeys will continue to use the NZTA Procurement Manual and procure the work as a staged delivery model.

6.0 Approach to delivering the work programme – Professional services

6.1 Transport engineering consultancy services panel

In 2018, Council established a Transport Professional Services Engineering Panel. Successful organisations were selected for the core engineering services and/or specialised transport skills. Panel members include:

Contract	Organisation	Contract Commencement	Contract Current Expiry	Rights of Renewal
Transport Professional Services Engineering Panel	GHD	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	LDE			
	Stantec			
	WSP			
Business Case Writer	Abley Transportation	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	GHD			
Economic Analyst	Abley Transportation	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	GHD			
Health and Safety	Cardno	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	GHD			
Transport Planner	Abley Transportation	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	Cardno			
Asset Valuer	GHD	1/7/2019	30/6/2023	+1+1 Years (Max. 6 Years)
	Stantec			

6.2 Programme & project management panel

Council has recently established a Programme & Project Management Panel to support delivery of the recovery remediation work programme. The panel is focused on the following service areas:

- Programme management
- Project management
- Design management
- MSQA
- Resource consenting
- Stakeholder management

The panel was established using a single stage procurement process and a price quality supplier selection method. The panel has been established for an initial term of 2 years with two 1-year rights of renewal (maximum term 5 years, 3+1+1 years).

Panel members include:

Contract	Organisation	Contract Commencement	Contract Current Expiry	Rights of Renewal
Programme & Project Management Panel	Beca Limited	16/12/2024	16/12/2027	+1+1 Years (Max. 5 Years)
	Civil Projects Limited			
	RoadNoise Ltd			
	WSP NZ Ltd			
	Civil Assist Limited			
	Seven Rivers			
	LDE Ltd			

6.3 Planning and advice (infrastructure and public transport) (Procurement procedure 2)

The procurement procedure for professional services for planning and advice projects will be a staged delivery model using the supplier selection methods for professional services. Even with the professional services panel there are sometimes specialised skillsets required to deliver the NLTP. Planning and advice consultants may be procured for:

- Asset inspections, e.g. Levels 1, 2 and 3 bridge inspections
- Asset data capture
- Bridge capacity assessments
- RAMM data management
- RAMM Data improvement services
- Traffic monitoring or traffic count surveys
- Roughness and condition rating surveys
- Road safety education programmes
- Passenger transport studies and strategies
- Investment management and planning services management plans, regional land transport plans, strategic policy documentation.

Staged delivery model, supplier selection methods

Professional services - Emergency works, road improvement or infrastructure projects

Procurement	Supplier Selection Methods			
	Direct Appointment*	Lowest price conforming	Price quality	Quality based
Professional services	√	√	√	√

7.0 Approach to delivering the work programme – Public transport

7.1 Public transport bus services

To align with the requirements and principles of the Land Transport Management Act and Public Transport Operating Model (PTOM), Council has identified that the appropriate mechanism for procuring its public transport services is a partnering delivery model. Which is appropriate for scheduled public transport services identified as units in the Te Tairāwhiti Regional Public Transport Plan 2021.

Council has two bus services – GizzyBus for commuters and the Waka Kura school bus service. The current GizzyBus and Waka Kura bus contracts are operated by Go Bus Limited and will expire on 30 June 2025.

Contract	Contractor	Contract Commencement	Contract Current Expiry	Rights of Renewal
EW12-11 Gisborne City Commuter Bus Service	Go Bus Ltd	1/7/2013	30/06/2025	Nil
EW14-08 Gisborne City School Bus Services	Go Bus Ltd	1/7/2014	30/06/2025	Nil

The current operator also operates Ministry of Education school bus routes in Gisborne. There are no other suppliers in the district. The current patronage rate for the GizzyBus is declining while the Waka Kura bus service has stable patronage numbers. This has been bolstered by Ministry of Education and Council initiatives to subsidise fares.

The current GizzyBus public transport urban network features long one-way loop routes that aim to provide high coverage from a very limited budget. However, this approach results in poor service levels across the network, where routes run at low frequencies for limited ours on Mondays to Fridays. Most services are hourly or less, even at peak times, with last buses commencing service just after 5pm on weekdays. There are currently no evening or weekend services. This makes the overall service offering inconvenient and unattractive for most potential users.

The existing service will be replaced by three cross-city routes that are more direct and have lower lengths of one-way loops. A Request for Proposal was issued on the 4 October 2024 using a partnering delivery model and a price-quality supplier selection method seeking to appoint an operator for the urban and school bus routes for a term of nine years.

It is envisaged that the new routes will run with a peak vehicle requirement (PVR) of nine (3x PVR urban, 6x PVR school services).

The minimum vehicle specification that has been included in the Request for Proposal is:

- **GizzyBus Urban:** Euro 6 diesel, minimum 37-seats.
- **GizzyBus School:** Euro 4 diesel, minimum 47-seats.

The routes that form the new urban and school bus services are described below:

Route	Summary Description
1	City Centre – Kaiti Mall – Kaiti South – City Centre – Gladstone Road supermarkets – Elgin Shops – Gladstone Road supermarkets – City Centre
2	City Centre – Kaiti North – De Lautour Road shops – City Centre – Gladstone Road supermarkets – Aberdeen Road – Lytton Road – Gisborne Hospital – Aberdeen Road – Gladstone Road supermarkets – City Centre
3	Kiwa Pools – Awapuni – Grey Street – City Centre – Ormond Road – Gisborne Hospital – Ormond Road – City Centre – Grey Street – Awapuni – Kiwa Pools
101: Gisborne Boys' High School	**Hirini Street**, Crawford Road, Parau Street, Ranfurly Street, Endcliffe Road, Wainui Road, Murdoch Road, **Paraone Road**, Matthews Road, Wainui Road, Rutene Road, non-stop from William Pettie Bridge to **Gisborne Boys' High School.**
102: Gisborne Girls' and Boys' High School	**Tyndall Road / Huxley Road**, Huxley Road, Pickering Street, Dalton Street, Tyndall Road, Owen Road, **De Lautour Road**, non-stop between Ilminster Intermediate School and William Pettie Bridge, Ormond Road, **Wi Pere Street**, Roebuck Road, Aberdeen Road, Stanley Road, **Gisborne Girls' High School, Gisborne Boys' High School.**
103: Lytton High School	**Hirini Street**, Crawford Road, Parau Street, Ranfurly Street, Endcliffe Road, Wainui Road, **Rutene Road**, non-stop from William Pettie Bridge to **Lytton High School.**
104: Lytton High School	**Murdoch Road**, Paraone Road. Matthews Road, Wainui Road, Rutene Road, Tyndall Road, Huxley Road, Pickering Street, Dalton Street, Tyndall Road, Owen Road, **De Lautour Road**, non-stop between Ilminster Intermediate School and **Lytton High School.**
105: Gisborne Intermediate School	**Wainui Road (Hirini Street),** Wainui Road, London Street, Ranfurly Street, Endcliffe Road, Wainui Road, Matthews Road, Newton Street, Alice Street, **Ida Road**, Tyndall Road, Huxley Road, Pickering Street, Dalton Street, Tyndall Road, Owen Road, **De Lautour Road**, Rutene Road, Ormond Road, Lytton Road, Childers Road, Roebuck Road, **Gisborne Intermediate School.**
106: Lytton High School and Campion College	**Wainui Road (Hirini Street)**, Wainui Road, London Street, Ranfurly Street, Endcliffe Road, Wainui Road, Matthews Road, Newton Street, Alice Street, **Ida Road**, Huxley Road, Pickering Street, Dalton Street, Tyndall Road, Owen Road, **De Lautour Road**, Rutene Road, non-stop from William Pettie Bridge to **Lytton High School**, Lytton Road, Gladstone Road, **Campion College**.

7.2 Total mobility services

Council has agreed to a principles-based approach to the procurement of total mobility services in the region and aligns this with Chapter 9 of Waka Kotahi Procurement Manual - total mobility scheme.

The general principles are as follows:

- Ensuring best value for money
- Enabling a competitive and efficient marketplace of total mobility providers where, if possible, customers have a choice of providers
- Fair, transparent and open methods of fare setting
- Availability of data and auditability of fares charged for journeys
- Fares that do not compromise operator sustainability.

The contracts used by Council are based on the NZTA Total Mobility Scheme: a guide for local authorities. Currently there are three local suppliers (that comply with the total mobility best practice guidelines) that Council has contracts with.

All contracts with providers are open-ended and therefore do not expire until one or both parties agree to terminate the contract. However, all contracts are reviewed at least every three years in accordance with the requirements of the Procurement Manual. The next review is scheduled for 2025.

Specialist skills are required for total mobility services in the form of vehicles with wheelchair hoists and drivers with disability awareness training.

In addition to funding assistance for the carriage of disabled persons, Council may provide funding assistance for one vehicle per year (up to a maximum of $16,000 for each vehicle) for the provision of new or refitted wheelchair hoist equipment.

Total mobility services will also be included in the public transport review as the existing fare structures have not been reviewed for six years, annual expenditure is $75,000.

Any company which meets the scheme and contract requirements qualifies as a service provider. There are three companies which provide the service. All contracts with providers are open-ended and therefore do not expire until one or both parties agree to terminate the contract, but all contracts have to be reviewed at least every three years. Now that the NLTP is confirmed this process can start in year one.

In addition to funding assistance for the carriage of disabled persons, Council may provide funding assistance for one vehicle per year for the provision of new or refitted wheelchair hoist equipment.

7.3 Public transport technology

Council do not currently envisage procuring any public transport technology during the tenure of this procurement strategy. The procurement of Motu Move, the national ticketing solution, and Ridewise2 are both being led by NZTA.

Should Council identify a requirement for public transport technology the Government Procurement Rules and Council's Procurement Policy will form the basis of the procurement procedure as public transport technology does not form part of the scope of the NZTA Procurement Manual.

7.4 Public transport bus services (Procurement procedure 3) and Total mobility (Procurement procedure 4)

To align with the requirements and principles of the LTMA and Sustainable Public Transport Framework (SPTF), Council has identified that the appropriate mechanism for procuring urban Public Transport services is a partnering delivery model which is appropriate for scheduled public transport services identified as units in the Regional Passenger Transport Plan.

As previously outlined, Council has recently procured the GizzyBus public transport bus service. No other procurement activities for public transport bus services are envisaged during the tenure of this procurement strategy.

Council intends to conduct a review of total mobility services. Further requirements for total mobility services will be procured in accordance with the NZTA Procurement Manual, Procurement procedure 4.

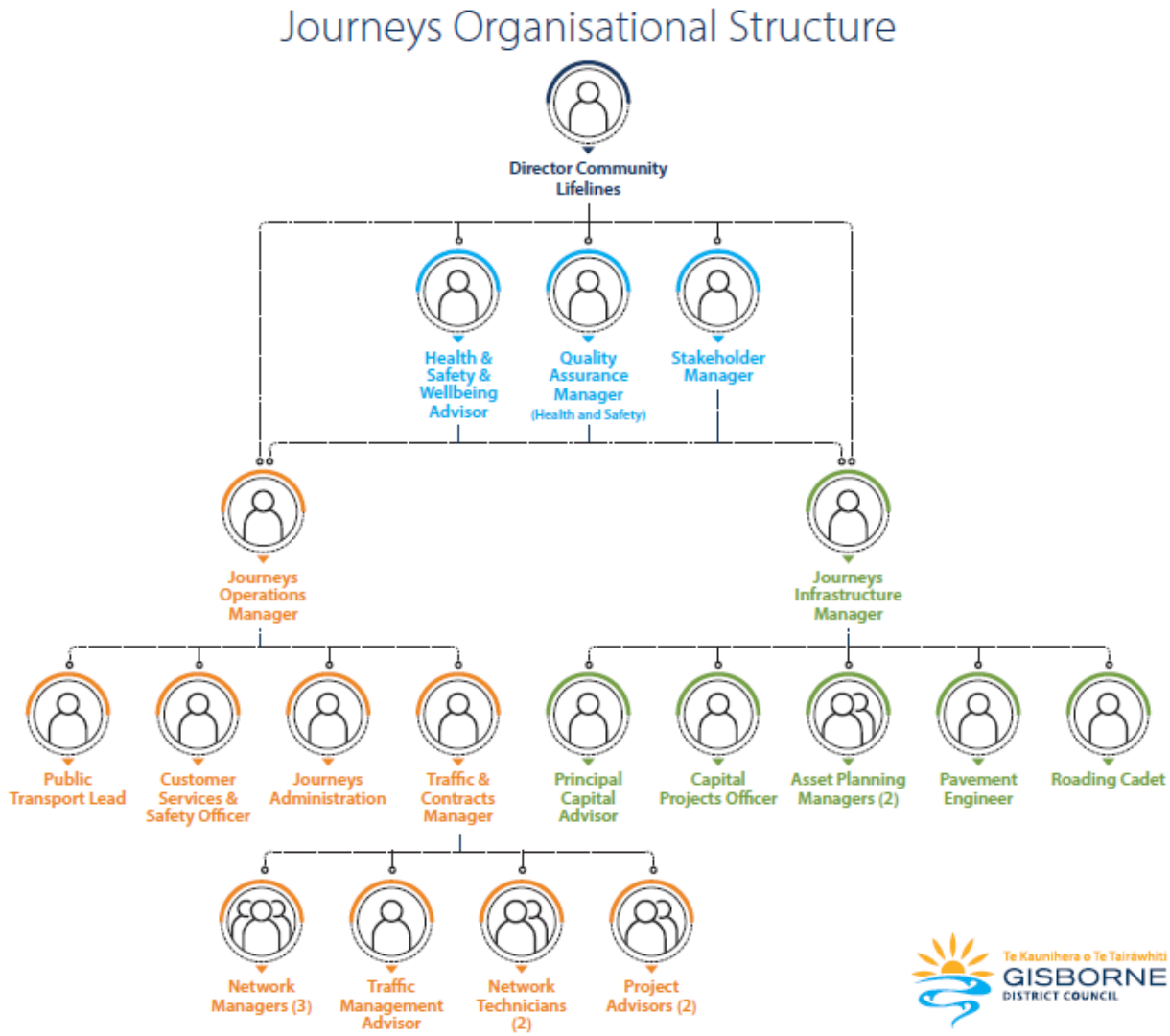
A summary of the delivery models and supplier selections methods that Council use for public transport this is tabled below:

Activity	Delivery Model	Supplier selection method
Bus Services	Partnering	Price quality
Total Mobility	Staged	Not applicable
Professional Services	Staged	Direct Appointment (≤$100k) Lowest price conforming
Other Transport Services/Infrastructure, e.g. bus shelters	Staged	Direct appointment (≤$100k) Lowest price conforming

8.0 Implementation

8.1 The implementers

Council is responsible for the effective and efficient delivery of the local roading network. With a focus on customers and a commitment to a commercial oriented approach to provide more efficient road management. Council work in collaboration with NZTA to find efficiencies in contractor delivery. Council achieves this with its Land Transport Business Unit called Journeys.



There are 16 full-time staff with the following roles and responsibilities below:

Position	Roles and responsibilities
Director Community Lifelines	Responsible for the effective management of the Council's capital and infrastructure assets and the provision of all associated services – including roads, bridges, roading, rivers and flood control system, stormwater, land drainage, wastewater, buildings and property.
Journeys Operations Manager	Responsible for the effective delivery of Council roading maintenance contracts.
Public Transport Lead	Responsible for the implementation of the Regional Public Transport Plan
Customer Services & Safety Officer	Responsible for customer interactions
Journeys Administration	Administration support for the Journeys team including contract payments and data management.
Traffic & Contracts Manager	Management of maintenance contracts and delivery and compliance of traffic management plans to align with GPS.
Network Managers 3x	The Network Managers are responsible for activities on the network, contract inspections resource consents, annual planning and emergency works recover.
Traffic Management Advisor	Delivery and compliance of traffic management plans to align with GPS.
Network Technician 2x	Processes corridor access requests for Local Roads and assists the network managers with maintenance and operational activities.
Project Advisors 2x	To provide technical support to the Journeys operations team and linkages to the Cyclone recovery teams.
Journeys Infrastructure Manager	Responsible for the effective delivery of Council roading capital work programme.
Principal Capital Advisor	Responsible for the effective delivery of Council bridge repairs and emergency works programme
Capital Projects Officer	Responsible for project monitoring and health and safety compliance.
Asset Planning Managers (x2)	Responsible for asset management plans, valuations, financial management, budget forecasting, policy direction preparing compliance documents and reporting.
Pavement Engineer	Delivery of reseal and rehabilitation programmes
Roading Cadet	To provide support to the Journeys Infrastructure team

The team has grown substantially since Council submitted the previous land transport procurement strategy for endorsement. This is primarily in response to the enlarged work programme.

The team has a mix of experienced and qualified staff with a diversity of abilities and life skills. This provides best value for money to Council and NZTA by ensuring information is passed on to all team members and different ideas can be discussed.

There is a clear separation between operational and infrastructure delivery, for instance, operations can be a reactive activity - dealing with emergency events, whereas infrastructure can be more phased. One team can focus on the present while the other is forward focused but combined it makes an effective team.

Being located within Council there is also greater liaison and coordination with other Council staff (consenting, financial and three waters), consultants and suppliers which allows for innovation, risk sharing and enhanced delivery.

With the Provincial Growth Fund requirements to include broader social outcomes as part of contract deliverables, the Journeys team has a practical understanding of how this can be implemented.

Staff turnover within Journeys is low which shows a supportive culture within Council. Part of this is due to providing ongoing opportunities for growth, encouraging all team members to be familiar with the total network and not just their respective areas, and providing ongoing mentoring.

NZTA also has specialists who are willing to assist Council staff over a variety of topics and web-based support like planning and investment knowledge base.

As part of in-house staff development two staff within Journeys are 12 months into their NZQA Procurement Qualification. This may take 2–3 years to complete but the outcome is to obtain greater in-house procurement understanding. Three staff within Journeys hold NZQA procurement qualifications.

Council engages specialist skillsets and additional capacity, as and when required, to support delivery of the work programme through the transport professional services engineering panel and the recovery programme and project management panel.

8.2 Internal procurement processes

Council has a delegation manual which defines individual Council officers and committee spending authority consistent with the organisation-wide procurement policy - "No person shall enter into a contract or funding arrangement on behalf of Council unless they have specific delegation to do so or by formal resolution of Council".

Journeys physical works contracts are based on NZS 3910:2013, NZS 3915:2005 and design and build contracts based on NZS 3916:2013. This provides certainty to the market locally and nationally.

New maintenance contracts will be based on NZS 3917:2013 where historically they were NZS 3910:2013. For professional services contracts, Journeys uses the ACENZ Conditions of Contract for Professional Services or the IPENZ/ACENZ Short Form Agreement, whichever is appropriate.

The internal procurement processes are tabled below.

Direct appointment - contract value of ≤$100,000

Procurement Stage	Timeline proposed	Process
Pre-Tender	1–2 weeks	Preparation of Procurement Plan • Approval from delegated authority of plan and commence with procurement process.
Tender period	1–2 weeks	Preparation of brief description of service request and email to suppliers • Email to request for quotation from preferred suppliers for physical works or request an Offer of Service from preferred supplier for professional services.
Tender evaluation	Within 1–2 weeks upon receipt of quotation or Offer of Service	Negotiation with supplier offering service with best value for money.
Tender award	1 week	Preparation of contracts for signing • ACENZ Conditions of Contract for Consultancy Services or ACENZ IPENZ Short Form Agreement for Consultancy Services. • NZS 3910:2013, NZ S3915:2005 contract documents for physical works or NZS 3916:2013 for emergency works. • NZS 3917:2013 for term services. • Email acceptance and decline notices to suppliers.

Competitive (open) tendering - if estimated contract value is > $100,000

Procurement Stage	Timeline proposed	Process
Pre-Tender	1-2 weeks	Preparation of Procurement Plan • Approval to commence with procurement process. • Preparation of RFP/RFT documentation.
Tender period	3–4 weeks	Tender advertisement online via GET. • Late tenders not accepted, (GETS does not allow you to upload tender past tender close time)
Tender evaluation	Within 2 weeks from receipt of tenders	Minimum of two panel members to evaluate proposals/tenders. For projects where the estimated contract price exceeds $200,000, one member of the evaluation team must hold (Rule 10.19 Transport Agency Procurement manual) one of the following: • The National Certificate in Civil Engineering – Asset Management (Competitive Pricing Procedures), the National Certificate in Transport Agency Procurement Procedures or the New Zealand Certificate in Infrastructure Procurement Procedures; or • Another relevant qualification approved by the NZTA; or • Is approved by the NZTA as a proposal evaluator. All members of Tender Evaluation Team (TET) to sign Conflict of Interest forms before commencing evaluation.

Procurement Stage	Timeline proposed	Process
		Tender evaluation using appropriate process for supplier selection method. • Preparation of report on tender appraisal to delegated authority for approval to award tender to preferred supplier.
Tender award	Within 2 weeks following approval	Preparation of tender acceptance notice and contracts for signing: • ACENZ Conditions of Contract for Consultancy Services or ACENZ IPENZ Short Form Agreement for Consultancy Services. • NZS 3910:2013, NZS 3915:2005 contract documents for physical works. • NZS 3917:2013 for term services • NZS 3910:2013, NZS 3915:2005 contract documents for physical works or NZS3916:2013 for emergency works. Preparation of Tender decline notice to unsuccessful tenderers.

8.3 Engagement with NZTA

Journeys and NZTA equivalents have a monthly 'get together' in the NZTA office. Forward work programmes are discussed to gain best value for money. Information is shared in a trust and no surprises environment.

8.4 Performance measurement and monitoring

While NZTA conducts audits of Journeys performance in relation to infrastructure safety assessments, technical reviews, procedural and financial audits, the long-term goal is to ensure good procurement behaviours are entrenched and become business as usual activities. This can often come down to ongoing development of staff if there are gaps, and excellent record keeping.

Councils are required by the Local Government Act 2002 to establish performance measurement and monitoring systems which are documented in the Long Term Plan. Council's Long Term Plan has levels of service and performance measures for land transport which are audited annually by Ernst & Young on behalf of the Auditor-General.

The latest audit report was presented to Council on the 5 December 2024.

Being a unitary authority the Council operates a Regional Transport Committee under Section 106 of the Land Transport Management Act. The role of the committee is to oversee, prepare and monitor:

- Regional Land Transport Plan
- Regional Public Transport Plan

The latest 2020/21 monitoring report was presented to the committee on 28 November 2024.

8.4 Communications plan

This procurement strategy will be communicated through the following channels:

- Internal stakeholders – Journeys team, Senior Legal Counsel, Council's Community Lifelines and Central Organising Roopu and Audit & Risk Committee.
- Transport Professional Services Engineering Panel.
- Programme & Project Management Panel (Professional Services).
- Physical works contractors.
- Surrounding roading authorities – Wairoa District Council.
- NZTA – A copy of the procurement strategy has been circulated to Gisborne Senior Network Manager.
- The endorsed land transport procurement strategy will be available on Council's website alongside Council's organisational wide procurement policies.

8.5 Implementation plan

The timeline for implementation of this procurement strategy is as follows:

January 2025	Peer review within Council
January 2025	Send draft to the NZTA Procurement team for initial comments
January 2025	Review suggestions and update draft procurement strategy
February 2025	Send revised procurement strategy for the NZTA for endorsement
February 2025	NZTA endorsement
March 2025	Made public on Council's website

8.6 Corporate ownership and internal endorsement

This procurement strategy will be owned by Council's Land Transport business unit called Journeys who will use this procurement strategy on an ongoing basis. This procurement strategy will be reviewed once every three years (at a minimum). This will align with the next Long Term Plan and Regional Land Transport Programme planning cycle.

This strategy has been endorsed by NZTA and subsequently adopted by Council as its procurement strategy for its land transport activities. The next review of this strategy will be in the 2027/28 financial year.