



**Contract: TC1/14**  
**Reserves Walkways Maintenance**  
**Tauranga City Council**

**Monthly Report**  
**April 2018**



**Recreational Services**  
YOUR PARKS AND GREEN SPACES SPECIALISTS

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## 1. Overview

In general, April has been quite dry, apart from a wet and windy start and a wet finish in the last 3 days of the month. This allowed for a lot of work to be achieved in ideal conditions. With temperatures still being on the mild side grass growth has continued but has definitely tapered off from the extremes Recreational Services was dealing with through February and March. The continued growth has meant continued spraying work has been required which on some tracks hasn't happened quick enough, leading to track edges becoming over grown. This was partly due to a new staff member joining the team who required training however, Recreational Services should have had another staff member carrying out this duty in the meantime to keep all tracks in specification. This has now been corrected and our new staff member is booked into a Growsafe course in mid-May to enable him to carry out this work going forward as and when needed.

An area that will need spraying in May is through K Valley and in particular the service tracks (see photo below) which were only recently reach mown and sprayed. One job completed at the end of the month by a reach mower was at Cambridge Park which cut back the top of the drain line and also areas away from the track that the ride on mower is unable to access. (see second photo below).



75mm of rain came to the Tauranga region over the last weekend of the month. There was minor scouring on some sites and some localised track surface flooding but with prior settled weather most sites have recovered quickly with surface water draining away into fairly dry ground. The ride on mowing areas will be left in the first week of May to dry out so that all mowing can be completed the following week in better conditions.

The first photo below shows an area of wash out at Marshall Street in K Valley which has been filled in roughly but may require a proper repair and possible drain install to fix the problem. Other weather related issues from earlier in the month can be seen in the second photo, these were ongoing tree issues that started in late March where arborists were required for tree removal work at Faulkner and Novella Place, where work carried on into early April. This photo shows the Daisy Hardwick side of Waikareao West having a tree come down and needing urgent work to tidy it up for the track network to get its access back.

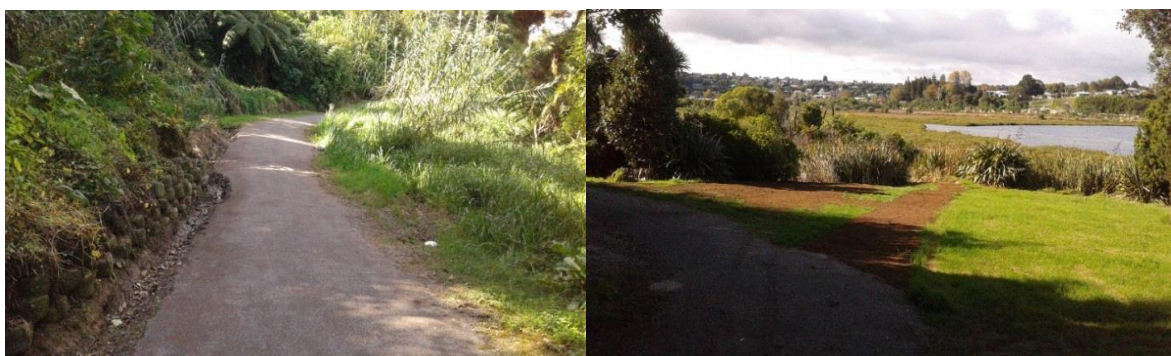




One area that has been getting ongoing top up work but is now deteriorating a lot is at York Park on the bike ramp. The photo below shows wash out made worse by bike riders skidding through it. The surface now sits much lower than the edging. Concreting the bike ramp would help prevent it further eroding but due to its steep incline may make it quite dangerous to ride down when trying to brake. The degree of slope could be altered slightly if the start of the ramp at the top end was lowered so it sat below the steps rather than in line with them. Recreational Services will discuss this further with Council.



Unscheduled work has gone well this month with Judea Reserve nearing the end of its renewal work. The photo below shows the inside drain dug out with a digger through the top sloping section to allow water flow. Because this area fills up with gunky soil and vegetation it will require an annual trip to the site with the digger to keep the water flowing properly and avoid damage to the surface. With new drains installed and linked up to the side drains it should be more effective in diverting water to the waterway next to the track. The second photo shows the finishing touches to Elmes where top soil and old cricket clay was used (free of charge) to fill in the old track now not required since the work done to the main trunk line track. Grass seed has also been applied.



The exciting job this month was working with the helicopter to resurface the Orauhine track (see photo overpage). This year's helicopter was much more user friendly for the team in spreading the aggregate where it was needed. This meant less hard labour time to spread piles out as was the case last year on the Waikorere track. The only difficulty for Recreational Services was trying to keep up with the helicopter where it was dropping the aggregate to spread and with the digger trying to load up the buckets with aggregate quickly enough. With the buckets also being too small for the digger bucket it is hoped next time a helicopter is used bigger buckets will be available to help speed up the process of filling them. The second photo shows a new hand rail installed on top of the retainer wall with a great finish achieved.



The end of Moturiki had the helicopter utilised to drop aggregate on site so that resurfacing could be done from the end of the track back to the sets of steps (see photo below). This was an opportunity to correct scouring and get the correct slopes for water to flow away from the middle of the track and run down the sides of it.



Planned work for May will be continued spraying of the track surfaces so all are complete prior to the cold winter months. This will be carried out in conjunction with managing other areas requiring spraying like the Pampas growing along the Takitimu Drive Harbourside track. Drainage is also becoming very important as leaf fall can quickly help to block drains and create issues with water running across the track. Unscheduled work planned will be finishing Judea Reserve renewals work, going back to Taipari to work on the Fantail side to complete the capital works required here, and working through the Papamoa quoted jobs that were accepted.

The Waikareao West resurface and drainage work from Judea Reserve to Darraghs Road intersection should also have work started with the Tom Muir step renewal work looked at if we get a wet spell of weather that hinders resurfacing work.



## 2. Business reporting measures

### 2.1 Recreational Services Operational Audits

Parks Totals	Target	Mauao	K Valley	Graham Park	Gibson to Emerald shores	Royal Palms	Cambridge	Total Average
Audited by		s 7(2)(a) - Privacy						
Dates audited		4-Apr	5-Apr	6-Apr	25-Apr	25-Apr	26-Apr	
Vegetation Maintenance	96	88	100	88	100	100	88	94
Drainage	96	88	100	100	94	100	100	97
General/Boardwalks	96	92	100			92		95
Pavement Surface	96	92	88	94	94	88	88	91
<b>Total</b>	<b>96</b>	<b>91.7</b>	<b>96.7</b>	<b>93.8</b>	<b>95.0</b>	<b>95.0</b>	<b>92.5</b>	<b>94.0</b>

### 2.2 Tauranga City Council Operational Audits

Parks Totals	Target	Chadwick to Jones Street	Tikitimu Drive city side	Mauao Base Track	Mauao Oruahine Track	Daisy Hardwick	Judea - Kingswood Rd section	Cambridge to Birch	Total Average
Audited by		s 7(2)(f)(ii) - Protection of public officials							
Dates audited		Apr-2018							
Vegetation Maintenance	96	75	75	100	100	100	100	100	93
Drainage	96	100	100	100	100	100	100	94	99
General/Boardwalks	96	75	100	100	100	100	100	100	96
Pavement Surface	96	88	100	100	100	94	100	92	96
<b>Total</b>	<b>96</b>	<b>88.9</b>	<b>96.2</b>	<b>100.0</b>	<b>100.0</b>	<b>97.7</b>	<b>100.0</b>	<b>95.8</b>	<b>96.2</b>

Chadwick to Jones Street - 75% Vegetation Maintenance

Chadwick to Jones Street - 75% General/Boardwalks

Tikitimu Drive City side - 75% Vegetation Maintenance



## 2.2.1 Internal Audit Summary

### INTERNAL AUDIT SUMMARY

	Target	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	Average
Vegetation Maintenance	96	94	98	98	91.8	96	97	90.7	87.7	91.7	92	90.7	94	94	95
Drainage	96	95	91	92	86.5	90.8	87.8	97	80	85.7	89.8	88.7	90	97	92
General/Boardwalks	96	97	96	82	93.3	93.2	98.7	98.7	96	95.2	97.6	100	95	95	96
Pavement Surface	96	93	89	94	91.8	92.8	97	95	93	96	91	88.8	94	91	94
<b>Total Internal</b>	<b>96</b>	<b>94.6</b>	<b>92.8</b>	<b>93.2</b>	<b>90.9</b>	<b>93.2</b>	<b>95.1</b>	<b>95.3</b>	<b>89.2</b>	<b>92.0</b>	<b>92.4</b>	<b>90.5</b>	<b>93.3</b>	<b>94.0</b>	<b>93</b>

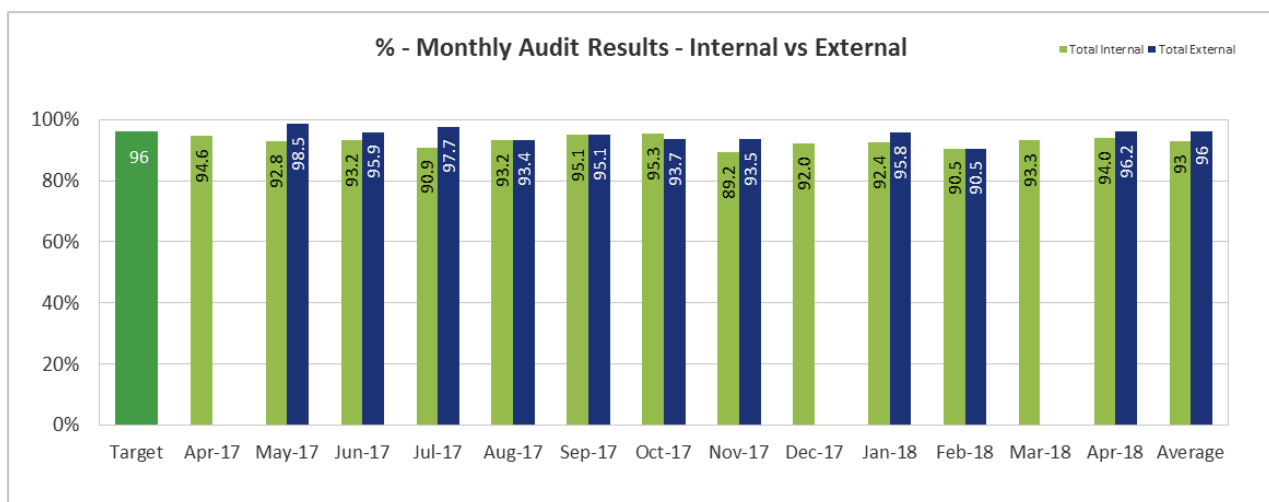
## 2.2.2 External Audit Summary

### EXTERNAL AUDIT SUMMARY

	Target	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	Average
Vegetation Maintenance	96		100	100	95.5	96.3	94.5	94.5	94.4		94	90.7		93	97
Drainage	96		99	94	100	89.7	94.9	97	96.4		98	88.7		99	97
General/Boardwalks	96		99	100	100	100	96.4	93.8	94.7		96	100		96	97
Pavement Surface	96		97	89	95.3	87.7	94.7	90.5	89.8		95	88.8		96	94
<b>Total External</b>	<b>96</b>		<b>98.5</b>	<b>95.9</b>	<b>97.7</b>	<b>93.4</b>	<b>95.1</b>	<b>93.7</b>	<b>93.5</b>		<b>95.8</b>	<b>90.5</b>		<b>96.2</b>	<b>96</b>

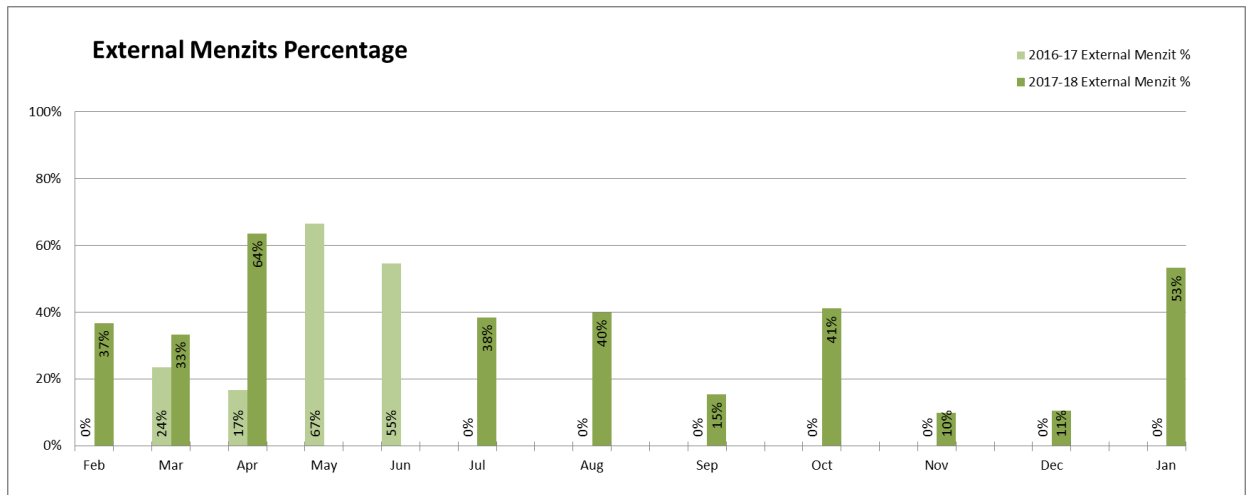
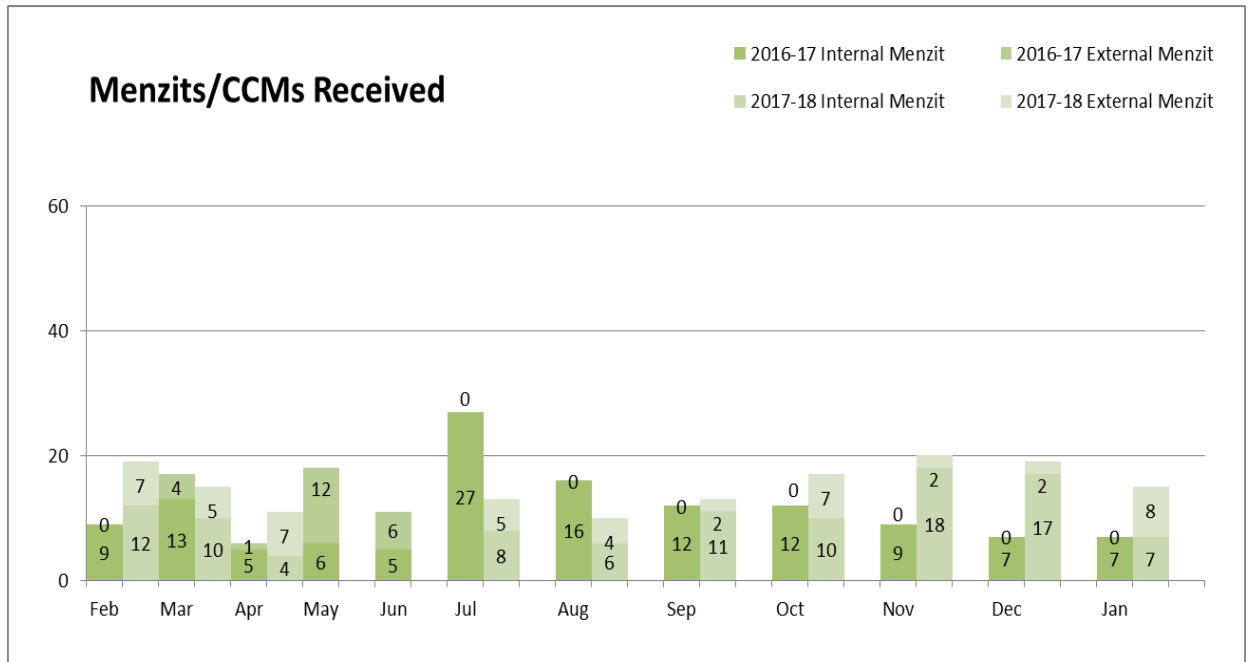
Audits were not received for April 17, Dec 17 & March 18.

## 2.3 YTD Audit Summary





## 2.4 CCM Incident Statistics

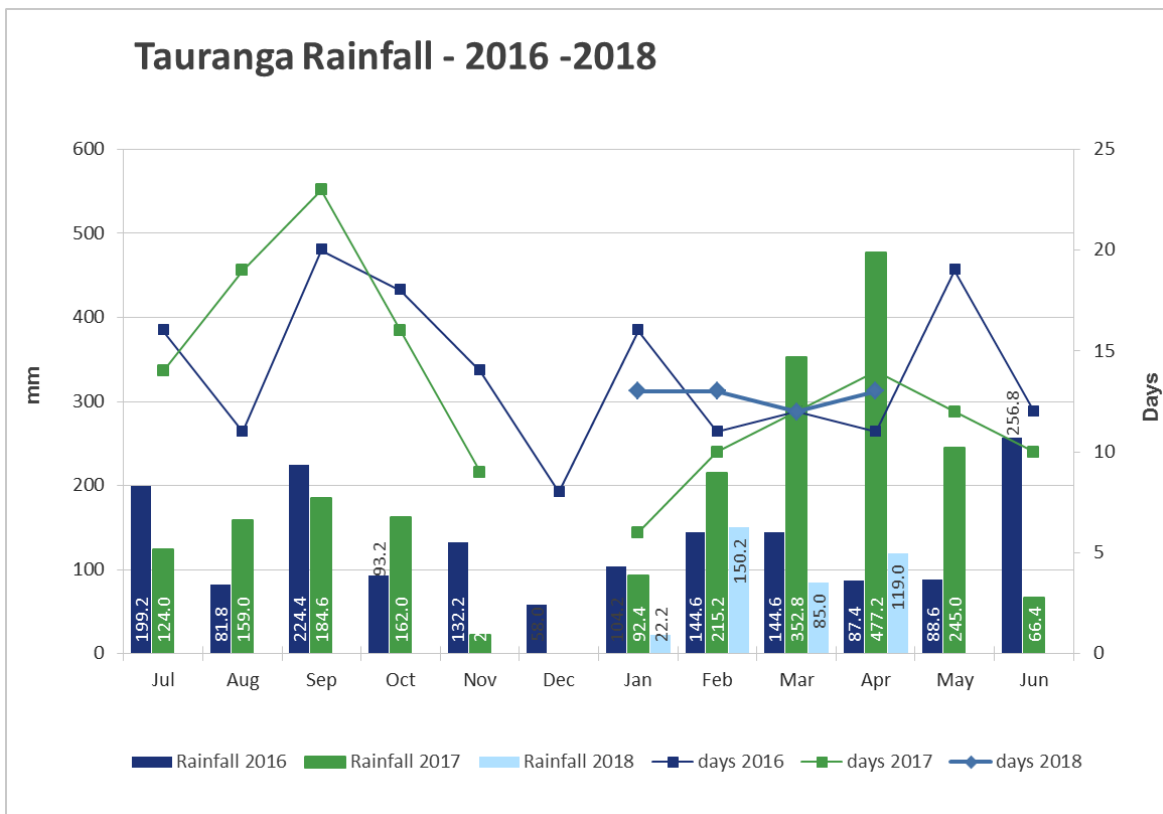




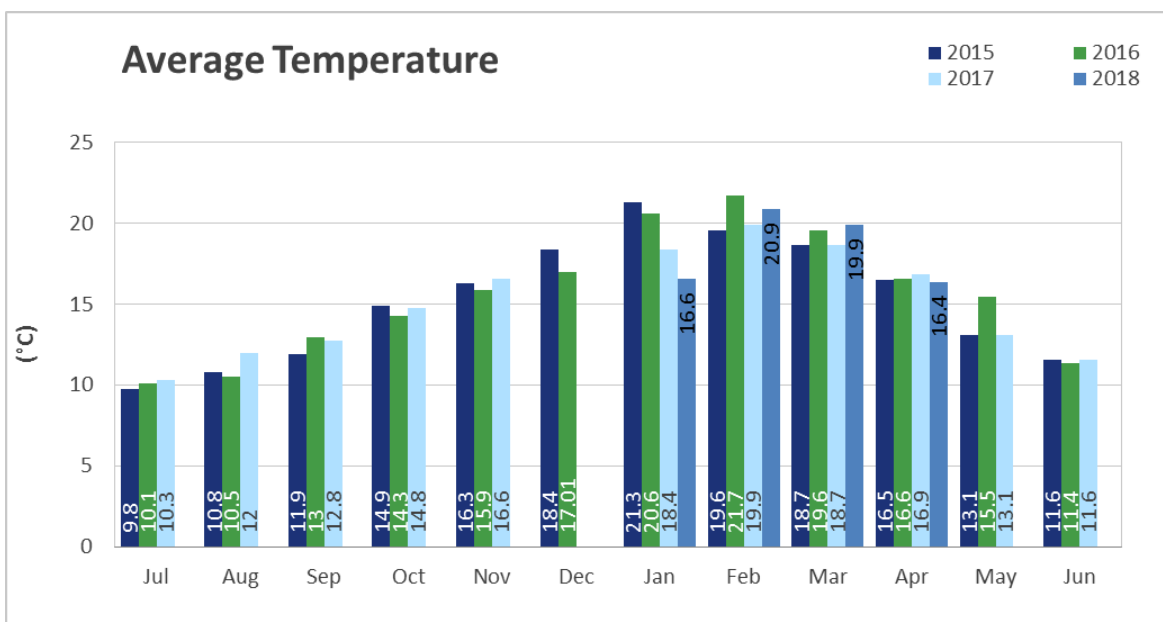
### 3. Service delivery

#### 3.1 Weather

The rainfall figure for April 2018 was 119mm over 13 days, compared to 477.2mm over 14 days at the same time last year.



The average temperature recorded was 16.4°, compared to 16.9° at the same time last year.





#### 4. Red flags

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- Mauao's Waikorire track has a section at the Bluff which is very narrow and has a straight drop. This really needs attention and ultimately some kind of safety railing installed for everyone's safety. The Orauhine track has a number of trip hazards where large rock is showing through the surface which is now completely worn down and desperate for renewal work.
- Mauao Base track has a low hanging branch that is starting to sag into the envelope. Needs an arborist to look at removing it (see photo below).



- Moturiki has rabbits which are digging holes in the surrounds (see photo below).





## 5. Customer feedback

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- A complaint was received about some steps being removed from the Orauhine track as part of the renewals work. This doesn't seem to be supported by the general public though who are happy with the outcome and the difference the whole job has made to this track route.





## 7. Health and safety

### 7.1 Internal Health and safety audit

DATE	PERSONNEL	PLANT	RESULT	ISSUE	ACTION TAKEN
26/03/18	6 - Maintenance of law	V1623	100%	N/A	N/A

### 7.2 External Health and Safety Site Inspection Report

DATE	SITE	RESULT	COMMENTS
N/A			

### 7.3 Total recordable injury frequency rate (Sports & Tracks combined)

NUMBER OF LTI INJURIES (ONLY INCLUDE LTI'S WITH AT LEAST 1 DAY)	NUMBER OF EMPLOYEES	TOTAL EMPLOYEE HOURS WORKED (EXCLUDE ANY LEAVE/MD/RT)	LTIFR (LOST TIME INJURY FREQUENCY RATE)
0	20	2603	0

### 7.4 Accident Register

#### 7.4.1 Accident Reporting April 2018

No Accidents were reported in April.

#### 7.4.2 Incident Reporting April 2018

No incidents were reported in April.



## 8. Appendix 1 – Internal Audits

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