



Recreational Services
YOUR PARKS AND GREEN SPACES SPECIALISTS

Contract: TC1/14
Reserves Walkways Maintenance
Tauranga City Council

Monthly Report
August 2016

Contents

- 1. Overview3**
- 2. Business reporting measures.....7**
 - 2.1 Recreational Services operational audits7
 - 2.2 Tauranga City Council operational audits.....7
 - 2.3 YTD audit summary8
 - 2.4 CCM Incident Statistics9
- 3. Service delivery10**
 - 3.1 Weather.....10
- 4. Red flags11**
- 5. Customer feedback13**
- 6. Value adds14**
- 7. Health and safety15**
 - 7.1 Accident Register15
 - 7.2 Total recordable injury frequency rate (Sports & Tracks combined)15
 - 7.3 Health and safety audits.....15
- 8. Appendix 1 – Internal Audits16**
- 9. Appendix 2 – Menzit List17**



1. Overview

August is always the big month of change where the beginning of the month is cold and feeling like the middle of Winter, but by the end of it, the days are much longer and beginning to get warmer. This also coincides with grass and weeds waking up and beginning to actively grow. With this in mind and with what RS has been seeing out in the field, many tracks have had a spray application to make sure nothing gets away on the team. The whole Papamoa network was completed with some tracks in Topaz Reserve starting to become untidy just with the sheer growth this reserve seems to always have. It will be an area that will more than likely need a follow up spray again later in Spring, where most of the rest of the Papamoa network should be fine until early Summer. In saying this though, with how wet and mild the Winter has been, Tauranga could be in for another big surge in growth as was seen in Autumn.

It's not only grass growth that has started up again with flax growing and requiring trimming through the better part of Winter. The before and after photos below show one of the boardwalks in Elmes Reserve needing a good tidy up to cut back overhanging vegetation. This is really another example of mature flaxes growing too closely to the track envelope and would be a good one for either removal or splitting in half and removing the closest side to the track. Hopefully other contractors can get onto the flax removal work that RS asked Council to be carried out before they become maintenance problems again through the upcoming growth period.



With the majority of the team now having chainsaw licences and being confident in dealing with either fallen trees to cut up, or dropping small trees and shrubs that are either dangerous or in the envelope, this has seen some problem areas now remedied. The Waikareo network and Esk Street have been the main targets for this work. RS will continue to be proactive with this type of work providing we have 2 staff available and the team are confident they can deal with the issue safely. If not then it's easy to pass on to the Council arborists to sort out.



Plenty of work has been happening at Mauao with RS doing a comprehensive spray of the tracks which included trying to get to any noxious weeds like Pampas and Gorse growing within arms reach of the track envelope. The drain lines have also been cleared again on the majority of the base track (see photo on left below). It's a painstaking job but one that will hopefully not need as much attention as we change seasons. Leaf litter in general though will be an ongoing problem for now that will need ongoing maintenance. The photo on the right, shows another job that required attention on the Orauhine track from a rock falling recently. Further resurfacing work is ideally needed on this track so hopefully when the time comes to do the Waikerere track, the worst sections of the Orauhine could also be completed.



The unscheduled team have spent some time at Pilot Quay tidying up the tracks here. The before and after photos below show one section of track worked on and tidied up.





Moturiki was another big job to complete recently with the track having new edging installed and being resurfaced from the first lot of stairs to the start of the track. The left photo below shows the amount of aggregate applied to get the track sitting higher than its surroundings. The track now has water running off it rather than sitting on it and has come up very well, with a lot of compliments from the public. The end of the track at the lookout is in need of work though with the photo on the right showing a large gouge that has formed. If there was a possibility of potentially using the helicopter while it's at Mauao, this would be a huge efficiency to get this section tidied up. Penguins have been found inhabiting one of the large 200mm drains just as you enter the bush area of track on Moturiki, so RS has been leaving this drain to not disturb them.



Many bridges have needed work where the edges are becoming exposed; this will be an ongoing job. The below before and after photos show one that was recently done at Matua Saltmarsh. There is still also the odd bridge that is losing aggregate down the edge. RS will continue to dig out any that have this problem and apply geo-cloth so the aggregate isn't falling through and the issue doesn't come back.





Waikareao Foreshore bridge was fixed again as king tides and rainfall scoured out one edge of it (see before and after photos). RS will continue to top up and compact as and when needed.



Gordon Carmichaels Graham Place section of track has had old and broken drains removed and resurfacing carried out. The before and after photos below show the great result that was achieved.



September will see the unscheduled team tackle the 3rd Ave and Waikaerao boardwalks realignment to make them more user friendly, installing drainage and resurfacing the Novella steep section and will begin the massive job of resurfacing the Waikerere to summit section, including drainage and step extensions installed.



2. Business reporting measures

2.1 Recreational Services operational audits

| | Target | Opal to Longview | Bethlehem Wetlands | Millbrook Stormwater Reserve | Waikareao Foreshore | Churchill Park | Carlton Reserve | Total Average |
|------------------------|-----------|---------------------|--------------------|------------------------------|---------------------|----------------|-----------------|---------------|
| Parks Totals | | | | | | | | |
| Audited by | | s 7(2)(a) - Privacy | | s 6 - Maintenance of law | | | | |
| Dates audited | | 9-Aug | 10-Aug | 26-Aug | | | | |
| Vegetation Maintenance | 96 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| Drainage | 96 | 100 | 81 | 100 | 100 | 100 | 100 | 97 |
| General/Boardwalks | 96 | 100 | 100 | 100 | 100 | 100 | 100 | 100 |
| Pavement Surface | 96 | 94 | 94 | 100 | 100 | 94 | 100 | 97 |
| Total | 96 | 98.4 | 93.8 | 100.0 | 100.0 | 98.4 | 100.0 | 98.5 |

2.2 Tauranga City Council operational audits

No audits were received for August.



2.3 YTD audit summary

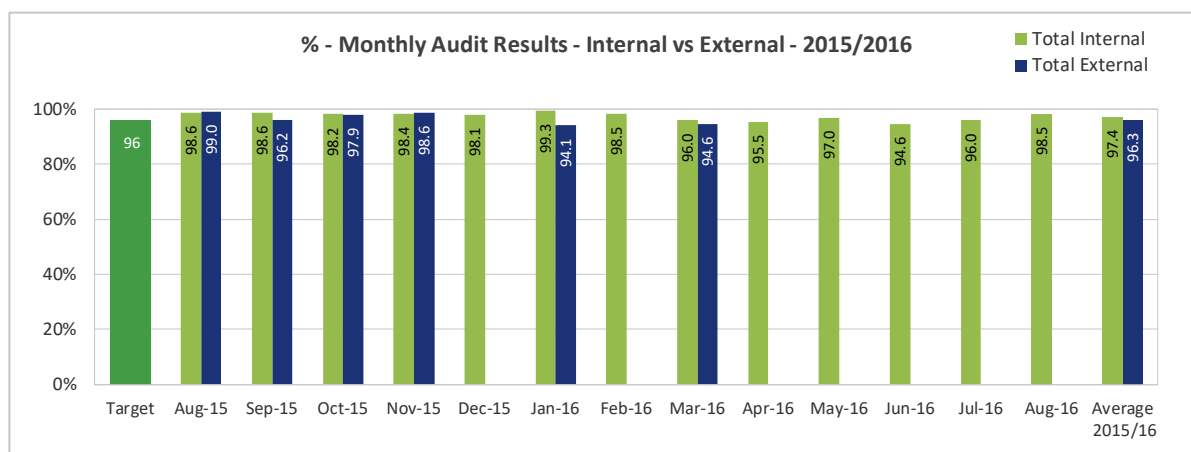
INTERNAL AUDIT SUMMARY

| | Target | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Average 2015/16 |
|------------------------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|
| Vegetation Maintenance | 96 | 100 | 100 | 99 | 99 | 99 | 99 | 98 | 95 | 95 | 97 | 98 | 99 | 100 | 98 |
| Drainage | 96 | 97 | 99 | 98 | 99 | 99 | 98 | 98 | 97 | 94 | 96 | 89 | 93 | 97 | 96 |
| General/Boardwalks | 96 | 100 | 99 | 99 | 99 | 99 | 100 | 99 | 99 | 97 | 100 | 97 | 97 | 100 | 99 |
| Pavement Surface | 96 | 97 | 96 | 97 | 97 | 96 | 100 | 99 | 93 | 96 | 95 | 95 | 94 | 97 | 96 |
| Total Internal | 96 | 98.6 | 98.6 | 98.2 | 98.4 | 98.1 | 99.3 | 98.5 | 96.0 | 95.5 | 97.0 | 94.6 | 96.0 | 98.5 | 97.4 |

EXTERNAL AUDIT SUMMARY

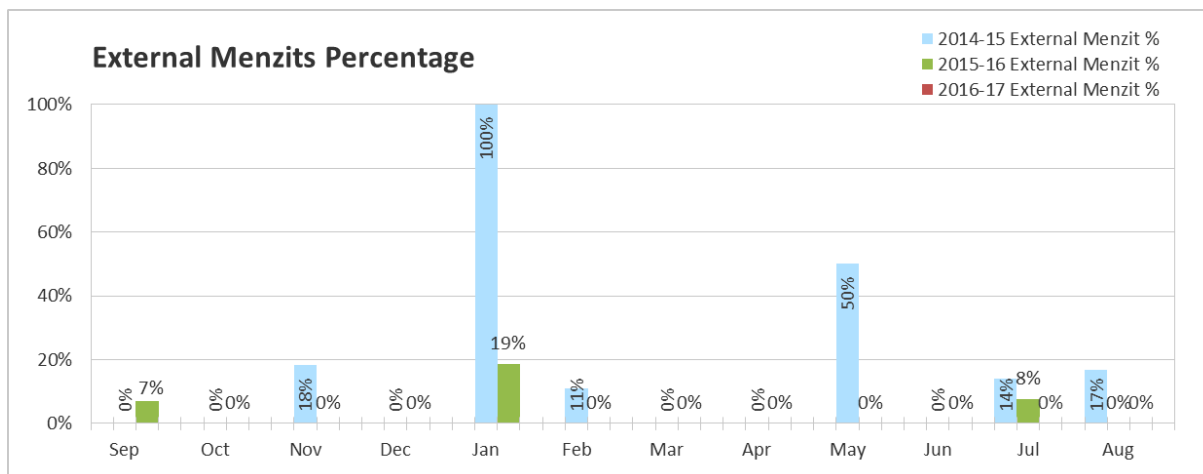
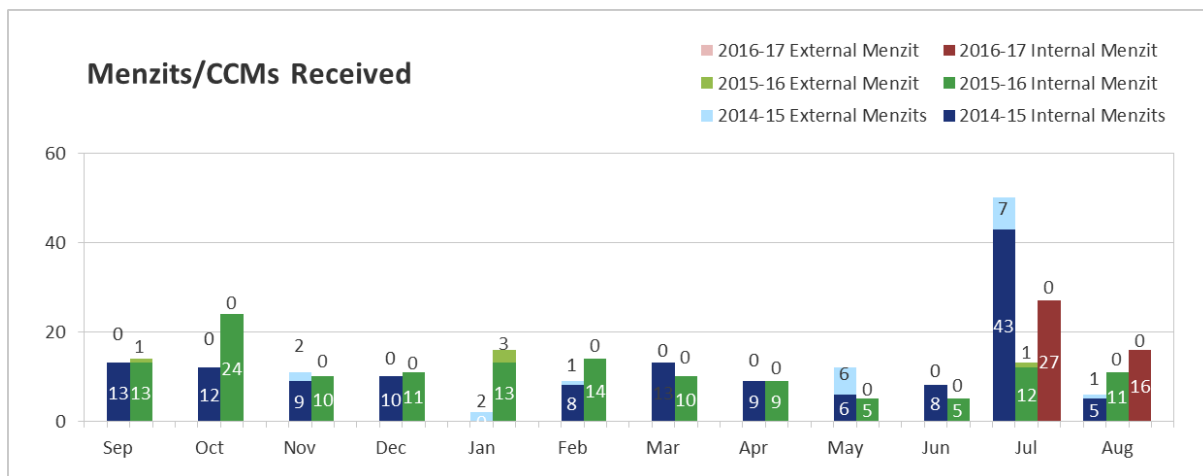
| | Target | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 | Jan-16 | Feb-16 | Mar-16 | Apr-16 | May-16 | Jun-16 | Jul-16 | Aug-16 | Average 2015/16 |
|------------------------|-----------|-------------|-------------|-------------|-------------|--------|-------------|--------|-------------|--------|--------|--------|--------|--------|-----------------|
| Vegetation Maintenance | 96 | 100 | 99 | 100 | 100 | | 92 | | 94 | | | | | | 97 |
| Drainage | 96 | 98 | 90 | 99 | 97 | | 96 | | 93 | | | | | | 95 |
| General/Boardwalks | 96 | 100 | 98 | 96 | 100 | | 97 | | 98 | | | | | | 98 |
| Pavement Surface | 96 | 98 | 95 | 96 | 98 | | 93 | | 94 | | | | | | 95 |
| Total External | 96 | 99.0 | 96.2 | 97.9 | 98.6 | | 94.1 | | 94.6 | | | | | | 96.3 |

Audits were not received for December 2015, February 2016, or since April 2016





2.4 CCM Incident Statistics

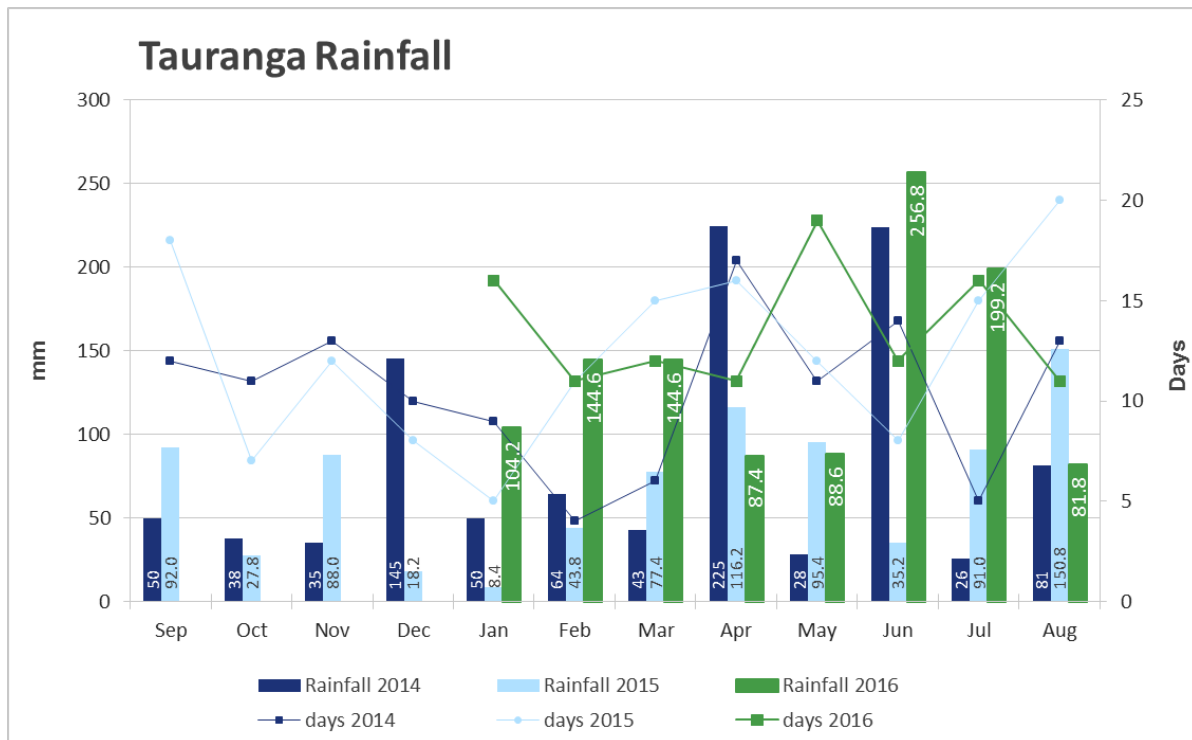




3. Service delivery

3.1 Weather

The rainfall figures for August were 81.8mm over 11 days, compared to 150.8mm over 20 days at the same time last year.





4. Red flags

- Considering the worst sections of the Orauhine track to also resurface, as per the below photo, when doing the Waikerere work



- Matua Saltmarsh has a section of track that is now always under water on or near high tide
- Moturiki track may need more edging installed as people continue to climb down from the edges of the track to the rocks (see photo below)



- Waikareao Foreshore Bridge is constantly having aggregate being washed out of the edge of it. The bridge needs extending and possible lifting to remove this issue
- Ohauti has a large puddle at the start of the entrance (see photo below) which needs aggregate to build it up but also a channel to be dug out so water can escape from here. The digger could do this while on site doing the track re-alignment





- An ongoing issue at Judea Reserve with a neighbouring property to the track network having a dog that roams the reserve. It hates the sound of machinery working and is attacking the operator when on site. See photo of dog below





5. Customer feedback

No feedback was received in August.



7. Health and safety

7.1 Accident Register

| DATE | TIME OF ACCIDENT | DIVISION | LOCATION | INCIDENT TYPE | INJURY TYPE | ACCIDENT DETAILS | INVESTIGATION | FOLLOW UP ACTION | WAS MEDICAL TREATMENT REQUIRED | LEAVE TYPE TAKEN | WORK HOURS LOST |
|-----------|------------------|------------------------------------|-------------------------|---|-------------|---|--|------------------|--------------------------------|------------------|-----------------|
| 29-Aug-16 | 1315 | TTW - Tauranga Tracks and Walkways | Refuse Transfer Station | No - near miss or vehicle accident only | N/A | Tipped the deck of truck at the refuse transfer station, not realising that my 2 stroke fuel can would also tip. It was without a closed lid at the time. | Near miss only - no investigation required | | None | | |

7.2 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 | 16 | 1311.50 | 0.00 |

7.3 Health and safety audits

| DATE | PERSONNEL | PLANT | RESULT | ISSUE | ACTION TAKEN |
|----------|---------------------|--------|--------|-------|--------------|
| 05/09/16 | § 7(2)(a) - Privacy | Tracks | 100% | N/A | N/A |



8. Appendix 1 – Internal Audits



9. Appendix 2 – Menzit List
