



AGENDA

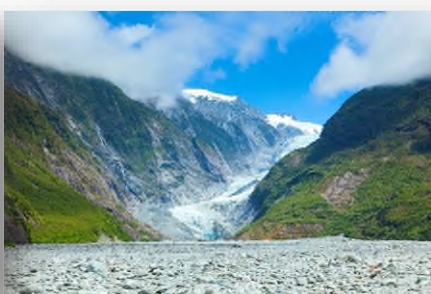
RĀRANGI TAKE

NOTICE OF AN EXTRAORDINARY MEETING OF

COUNCIL

to be held on **Wednesday 12 April 2023** commencing at **3:00pm**
in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Chairperson	Her Worship the Mayor
Northern Ward Members:	Cr Neale, Cr Burden, Cr Phelps
Hokitika Ward Members:	Cr Baird, Cr Davidson, Cr Gillett
Southern Ward Members:	Cr Cassin, Cr Manera
Iwi Representatives:	Kw Madgwick, Kw Tumahai



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audio-visual link

Council Vision

*We work with the people of Westland to grow and protect our communities, our economy,
and our unique natural environment.*

Purpose

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. NGĀ WHAKAPAAHA APOLOGIES

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3. PŪRONGO KAIMAHI STAFF REPORTS

- **Reallocation of Better Off Funding to Hokitika Swimming Pool Stage 2 Development.** (Pages 4-51)
Scott Baxendale, Group Manager, District Assets
- **Reallocation of Better Off Funding to Carnegie Building Strengthen Project** (Pages 52-98)
Scott Baxendale, Group Manager, District Assets

4. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

Council is required to move that the public be excluded from the following parts of the proceedings of this meeting, namely:

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Hokitika Pool Redevelopment Stage 2 Main Contract – Contract Number 20-21-08 – Tender Approval	Good reason to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect information where the making available of the information: (i) would disclose a trade secret; and (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)).
1	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))
1	Prevent the disclosure or use of official information for improper gain or improper advantage (Schedule 7(2)(j))

DATE OF NEXT ORDINARY COUNCIL MEETING – 27 APRIL 2023
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA

Report to Council



DATE: 12 April 2023
TO: Mayor and Councillors
FROM: Scott Baxendale

REALLOCATION OF BETTER OFF FUNDING TO HOKITIKA SWIMMING POOL STAGE TWO DEVELOPMENT

1. Summary

- 1.1. The purpose of this report is to provide an update to council on the current Hokitika Swimming pool cost inflations being experienced resulting in further funds to be allocated.
- 1.2. This issue arises from the Joseph & Associates Ltd Hokitika Swimming Pool Budget Status Report indicating the Hokitika Swimming Pool Development project has experienced greater than expected project cost inflations.
- 1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2021, which are set out in the Long-Term Plan 2021 - 31. Refer page 2 of the agenda.
- 1.4. This report concludes by recommending that:
 - 1.4.1. Council reallocate \$690,000 of “Better off Funding” (Tranche 1 - Township Development funds) and;
 - 1.4.2. Council resolve to approve an unbudgeted spend of \$420,317 to the Hokitika Swimming Pool Project.

2. Background

Hokitika Swimming Pool Project

- 2.1. Provincial Growth Funding was applied for to undertake strengthening, refurbishment and new build work of the existing Hokitika Swimming Pool to the value of \$3M and contracted with Ministry of Business, Innovation and Employment (MBIE) in Oct 2020.
- 2.2. To bring the pool up to current standards and provide a more welcoming entrance to the facility it was proposed in 2020 to refurbish the facility in the following 3 stages:
 - Stage 1 – Seismic strengthening and improved ventilation (completed in 2021)
 - Stage 2 – New reception and changing rooms (planned 2023/24)
 - Stage 3 – New warm water toddler pool (future)
- 2.3. A competitive tendering process was used to select the Contractor for the Stage 1 Strengthening Works and the Contract and was awarded to Evan Jones Construction Ltd, a locally based contractor.

- 2.4. The Stage 1 Strengthening Works was completed by Evan Jones Construction in 2021, except for the strengthening of the northern wall of the pool concourse, which was deferred so that this work would coincide with the construction of the new Reception and Changing Rooms as part of Stage 2 due to the requirement to tie-in the proposed new building with the existing structure.
- 2.5. The revision of the budgets for the swimming pool saw a significant cost escalation primarily due to the impacts of COVID-19, this was reported to council in June 22. This stated a budget deficient of approximately \$1.42M
- 2.6. The Chief Executive approached Kānoa Regional Economic Development and Investment Unit for an additional \$1.42M. Some minor Stage 2 works were completed as part of the standard 2022 annual maintenance shutdown over winter. The remaining stage 2 works will be completed as part of the 2023 standard annual winter maintenance shutdown period requiring the extension of the project completion date to November 2023. Both the increase in funding of \$1.42 million and the extension of the project completion date to November 2023 were agreed to by the IRG Ministers.
- 2.7. To date the WDC ratepayers have not needed to contribute towards the Swimming Pool Upgrade.

Better Off Funding

- 2.8. As part of the 3 Waters Reform Westland District Council (WDC) was allocated \$11.15M which was split into two tranches of \$2.79M (Tranche 1) followed by \$8.36M (Tranche 2) which becomes available in July 2024.
- 2.9. WDC adopted the current “Better Off Funding” Tranche One allocation in December 2022, with 73 individual projects spread across Westland receiving funding. These funding allocations were separated into five different portfolios based on the following table:

Category	Value
Township Improvements	\$690,000
Community Funding	\$500,000
Community Halls	\$900,000
Culture & Heritage	\$500,000
Community Resilience	\$200,000

- 2.10. One of the caveats for the allocation of the funding application was that the Swimming Pool Project was council’s priority 1 project and that if additional funding were not sourced then the “Better off Funding” would be allocated to the project.
- 2.11. Council received the additional funding for the Swimming Pool from Kānoa hence the full allocation of Tranche 1 was assigned to the individual projects.

3. Current Situation

- 3.1. The current situation is following a detailed full review of the Hokitika Swimming Pool projects financial costs to date and an update of estimate costs to complete. WDC has become aware of a project deficit of \$1,110,317 – see appendix 1 for details.
- 3.2. The projects aligned with the Township Improvements allocation from the “Better Off Funding” have not commenced and no costs have been incurred to date.

3.3. Current financial situation for the Hokitika Swimming Pool Project:

	Stage 1	Stage 2	Total
Approved contracts and variations	\$1,197,988	\$932,717	\$2,130,705
Pending contracts and variations	-\$39,293	\$3,147,035	\$3,107,742
Approved Claims	\$1,158,696	\$413,866	\$1,572,561
Forecast Costs	\$1,158,696	\$4,079,752	\$5,238,447
Allocated Budget	\$1,093,414	\$3,034,716	\$4,128,130
Budget Deficit	\$65,282	\$1,045,036	\$1,110,317

3.4. Kānoa (Formally Provisional Growth Fund) have been updated throughout the project and are fully conversant of the current situation.

3.5. The reallocation of the “Better Off Funding” has been discussed with the Department of Internal Affairs (DIA) and general agreement that this can occur as long as it aligns with the funding criteria.

4. Options

4.1. Option 1: To reallocate Three Waters Reform, “Better off Funding”, Tranche 1, (Township Development funding- \$690,000) to Hokitika Swimming Pool Project and approve an unbudgeted spend of \$420,317. WDC to cover cost of remaining project deficit. The Township Development funding- \$690,000 to be included as part of Tranche 2 funding allocation.

4.2. Option 2: Council loan fund the full deficit.

4.3. Option 3: Reduce the scope of the project to only implement the new plant room, new treatment plant, new pool lining, and deferred strengthening works from Stage 1.

4.4. Option 4: Do not proceed with Stage 2.

1. Risk Analysis

1.1. Risk has been considered and the following risks have been identified:

1.2. Reputational, operational and financial risk.

- If WDC do not cover the deficit in funding the Westland Community risk the Swimming pool not being completed to the initially intended level of service.
- If WDC do not reallocate Better Off, Tranche One, Township Development funding to the Hokitika Swimming Pool Project, WDC risk having to fund a \$1,110,317 deficit as opposed to a \$420,317 deficit.
- The reduction in level of service for the swimming pool user as was intended, to provide alternative facilities to allow the pool to be used whilst the changing room and front of house portions of the project are constructed.

2. Health and Safety

2.1. Health and Safety has been considered and no items have been identified.

3. Significance and Engagement

3.1. The level of significance has been assessed as being medium, as the Township Development funds will be able to be reallocated to the original proposed projects as a part of the “Better off Funding” Tranche 2 allocation in July 2024.

3.1.1.No public consultation is considered necessary at this stage.

4. Assessment of Options (including Financial Considerations)

4.1. Option 1: To reallocate Three Waters Reform, “Better off Funding”, Tranche 1, (Township Development funding- \$690,000) to Hokitika Swimming Pool Project and approve an unbudgeted spend of \$420,317. WDC to cover cost of remaining project deficit. The Township Development funding- \$690,000 to be included as part of Tranche 2 funding allocation. The unbudgeted loan and associated service costs will be funded in future years as per Council policy.

4.1.1. The advantage of Council allocating the Better Off, Tranche One, Township Development funding to the Hokitika Swimming pool project is this will insure this important community project will get completed as initially intended.

4.1.2.This option will deliver:

- A new plant room
- Construction of new plant room by main contractor
- Deferred strengthening of south wall by main contractor
- Installation of new pool lining by pool services contractor
- Installation and commissioning of new treatment plant and associated pool works by pool services contractor
- Deferred strengthening of northern wall
- Construction of new reception and changing facilities
- Completion by end of April 2024
- Pool to remain open during construction period (excluding new winter close for maintenance)

4.1.3.The following financial implications have been identified:

- WDC will have a reduced financial deficit of \$420,317. This will be loan funded.
- The Township Development projects will still be able to go ahead, however will be delayed until the Better Off, Tranche Two Funding becomes available in July 2024.

4.2. Option 2: Council loan fund the full deficit.

4.2.1.This has the same outcome as option 1 but the full burden of the cost deficit falls on the ratepayer in future years.

4.3. Option 3: Reduce the scope of the project to only implement the new plant room, new treatment plant, new pool lining, and deferred strengthening works from Stage 1.

4.3.1.The option could be accommodated within the current budget allocated;

4.3.2.This option will bring the pool treatment plant up to current standards and complete the deferred strengthening of the pool concourse to meet current seismic design standards;

4.3.3.The option will not improve the current conditions of the changing pools and front of house facilities, which are well below current modern pool standards.

4.4. Option 4: Do not proceed with Stage 2

4.4.1.This option will not bring the pool treatment plant up to current standards, nor complete the strengthening of the pool concourse to current standards, nor improve customer experience.

4.4.2.Sunk costs will amount to \$413,866

4.4.3.Surplus funding will need to be surrendered back to Kānoa.

5. Preferred Option(s) and Reasons

5.1. The preferred option is Option 1

5.2. The reason that Option 1 has been identified as the preferred option is that this option allows the Hokitika Swimming pool project to progress further, while reducing the overall deficit WDC will have to fund at the end of this important community project. While also ensuring the Better Off, Township Development funding also gets completed, however just delayed to July 2024.

6. Recommendation(s)

6.1. That the report be received.

6.2. That Council reallocate \$690,000 of “Better off Funding” (Tranche 1 - Township Development funds) and

6.3. Council resolve to approve an unbudgeted loan funded spend of \$420,317 to the Hokitika Swimming Pool Project

Scott Baxendale

Group Manager District Assets

Appendix 1: Hokitika Swimming Pool Budget Status Report – Joseph & Associates Ltd

Appendix 2: Better Off Funding Proposal Tranche One – Supporting Document

Hokitika Pool Redevelopment

Budget Status Report for Council Meeting 12 April 2023

Prepared for: Westland District Council
By: Joseph & Associates Limited
Date: 6 April 2023



DISCLAIMER / LIMITATIONS:

Joseph & Associates Limited has prepared this document for the sole use of our Client Westland District Council for a specific purpose, as expressly stated in the document. Joseph & Associates Limited undertakes no duty, nor accepts any responsibility, to any third party who may rely upon or use this document.

Refer to Section 9 for further disclaimers / limitations.

REVISION HISTORY

Revision	Description	By	Chk	App	Date
A	Draft - For Client Review	EDG	TJ	TJ	04/04/2023
0	Issued - Client Comments Incorporated	EDG	JW	TJ	06/04/2023

DOCUMENT APPROVAL

	Name	Role	Signature	Date
Author	Euan Gutteridge	Project Director		06/04/2023
Reviewer	Jacob Webber	Senior Quantity Surveyor		06/04/2023
Approver	Tony Joseph	Managing Director		06/04/2023

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APPENDICES

Appendix A: Project Financial Summary

Appendix B: Stage 2 Budget Comparison

1 Introduction

Following the completion of the value engineering exercise in May 2022, amendments to the design and re-pricing of the construction works by the main contractor we have undertaken a full forecast of overall project costs and to reconcile against the available funding.

This report has been produced to inform Westland District Council about the funding deficit forecast to complete Stage 2 of the Hokitika Pool Redevelopment Project, which comprises two separable portions as follows:

Separable Portion 1:

New treatment plant and plant room to comply with current standards for swimming pools

- New pool lining
- Deferred Stage 1 strengthening works to southern wall of concourse to meet current seismic design requirements.

Separable Portion 2:

- New Reception and Changing Rooms to enhance customer experience.
- Deferred Stage 1 strengthening works to northern wall of concourse to meet current seismic design requirements.

2 Background

Provincial Growth Funding was applied for to undertake strengthening, refurbishment and new build work of the existing Hokitika Swimming Pool to the value of \$3 million and contracted with MBIE in Oct 2020.

To bring the pool up to current standards and provide a more welcoming entrance to the facility it was proposed in 2020 to refurbish and develop the pool comprising the following 3 stages:

1. Seismic strengthening and improved ventilation (completed in 2021)
2. New reception and changing rooms (currently planned 2023/24)
3. New warm water toddler pool (future)

Westland District Council engaged a locally based architect, Hopkinson Kelsall Team Architects (HKTA), in 2020 to develop the concept and preliminary design and high-level costings, prepare detailed design, procure and manage contractors.

Westland District Council engaged Joseph & Associates Ltd later, in November 2020, to manage this project on its behalf with HKTA retaining a Design Management role in the remainder of the project.

A competitive tendering process was used to select the Contractor for the Stage 1 Strengthening Works and the Contract and was awarded to Evan Jones Construction Ltd, a locally based contractor.

The Stage 1 Strengthening Works was completed in 2021 by a local contractor, except for the strengthening of the northern wall of the pool concourse, which was deferred so that this work would coincide with the construction of the new Reception and Changing Rooms as part of Stage 2 due to the requirement to tie-in the proposed new building with the existing structure.

Following completion of Stage 1 works, Evan Jones Construction Ltd was invited to provide their pricing for Stage 2 in March 2022 which was reviewed by Joseph & Associates Ltd.

This initial pricing, along with other project costs, exceeded the allocated funding at the time and a review of the project scope was carried out. Cost saving measures were identified and the design amended accordingly, which has pushed the project timeline from 2021/22 to 2023/24.

The revision of the budgets saw a significant cost escalation primarily due to the impacts of COVID-19 and this was reported to council in July 22. This stated a budget deficient of approximately \$1.42 million.

Westland District Council then approached Kānoa Regional Economic Development and Investment Unit for an additional \$1.42 million. Some minor Stage 2 works were completed as part of the standard 2022 annual maintenance shutdown over winter. The remaining stage 2 works will be completed as part of the 2023 standard annual winter maintenance shutdown period requiring the extension of the project completion date to November 2023. Both the increase in funding of \$1.42 million and the extension of the project completion date to November 2023 were agreed to by the IRG Ministers.

The existing treatment plant for the pool does not comply with current standards. It is also at the end of its life and at risk of failure, which would require the pool to be closed. It needs to be replaced with a new system compliant with current standards for swimming pools in New Zealand. The existing plant room is not big enough to accommodate the new equipment and therefore a new plant room needs to be constructed.

At the same time, the pool will need to be modified to accommodate larger recirculation pipework and a new waterproof membrane installed, reducing the requirement for regular painting.

3 Current Situation

3.1 Stage 1

Most of the strengthening work has been completed except for the south and north walls, which was deferred to Stage 2.

The ventilation upgrade and associated electrical works has also been completed. Most retentions on this work have now been released.

The total forecast cost for Stage 1 work at completion is now \$1,158,695, excluding GST. This was previously reported in July 2022 as \$1,093,413.36, excluding GST. As such, there is now funding deficit for Stage 1 of \$65,281, excluding GST

3.2 Stage 2

The Pool Services Contract was awarded to Coombes Aquatec November 2021 for \$520,285 excluding GST. Long lead equipment items have been delivered to Hokitika and currently in storage awaiting installation.

The detailed design documents have now been revised to incorporate the cost saving changes and these have submitted for a building consent amendment.

The preferred contractor has submitted its pricing of the revised design and this has been assessed by Joseph & Associates. Following adjustments and allowances the revised cost generally aligns with the value-engineering estimate prepared in May 2022.

A separate Tender Recommendation Report has been submitted to Council for approval to award the main contract to Evan Jones Construction on a sole source / open-book basis.

A full review of Stage 2 costs to date and update of estimate costs to complete has now been undertaken - Refer to Appendix A. In summary:

	Amount (excluding GST)
Stage 2 Allocated Budget	\$3,304,716
Stage 2 Committed Costs	\$932,717
Stage 2 Approved Claims	\$413,866
Stage 2 Forecast of Final Cost	\$4,079,752
Stage 2 Funding Deficit	\$1,045,036

3.3 Stage 3

Stage 3 has been deferred due to funding constraints and would involve the construction of a new warm water pool on the Weld Street side of the existing pool concourse. The preliminary design for this was completed by the architect prior to Stage 1.

The Stage 3 Pool Services is included in the contract with Coombes Aquatec for the Stage 2 Pool Services but this scope is on hold (no costs incurred).

4 Discussion

4.1 Stage 1 Costs

The Stage 1 deficit of \$65,281 has arisen due to:

- Some of the consultants' fees associated with Stage 1 were not previously taken into account. When reported in July 2022, it was understood that the consultants' fees were \$79,889.60, whereas this was actually \$170,988 for HKTA design fees and Joseph & Associates Project Management and QS Fees. Some of the PM and QS fees will relate to managing the initial Stage 2 design and tendering however it is difficult to apportion this.
- Minor additional costs on the building works contract
- Stage 1 Building consent fees of \$10,744 were not included in the previously reported costs.

4.2 Stage 2 Costs

4.2.1 Main Contract

Following the Value Engineering exercise in May 2022, the pre-tender estimate for the main contract, including the new plant room and an allowance for escalation was \$2,337,820.60.

Following detailed engineering and repricing in March 2023, the revised budget allowance recommended is \$2,347,557.00, which is \$8,736.00 (0.37%) higher than was previously estimated.

4.2.2 Professional Fees

The IRG Project Variation dated 11 July 2022 indicated a consultant fee budget of \$119,745.49 for Stage 2 however this needs to be significantly increased to \$810,839 excluding GST, summarised below:

Professional Services		Recommended Budget	Costs to date
Architecture & Design, includes: <ul style="list-style-type: none">• Preliminary Design (Pre-Stage 1)• Concept Design (Pre-Stage 1)• Stage 2 Design & Amendments• Stage 2 Construction Support	HKTA & subs	\$426,702	\$253,371
Stg 2 Project & Contract Management (includes QS/Cost Management and Stage 2 development)	Joseph & Associates	\$338,236	\$41,434
Stg 2 Pool Services Specification	Bryn Martin	\$33,216	\$23,216
Stg 2 Groundwater Testing	Eliot Sinclair	\$5,277	\$5,277
Stg 2 Value Engineering Participation	Evan Jones Construction	\$3,858	\$3,858
Stg 2 Consulting - Tree removal	AP Consulting	\$1,850	\$1,850
Stg 2 Electrical Performance Specification	Cosgroves	\$1,700	\$1,700
Total Professional Services (excl GST)		\$810,839	\$330,706

The contributing factors for these additional fees are summarised as follows:

Concept and Preliminary Design Costs (Pre-Stage 1)

The Stage 1 budget excluded costs for Concept Development and Preliminary Design by the architect and subconsultants, which amounts to \$95,192. These were excluded in the Stage 1 budget and need to be included in the overall project budget.

Additional Stage 2 professional fees

Additional professional fees to support the initial Stage 2 detailed design amounting to \$30,343 for the following:

- Preparation of a Performance Specification for the pool services contract: \$23,216
- Groundwater testing: \$5,277. This was required to understand if there would be any hydraulic effects on the pool structure when it will be emptied.
- Consulting on tree removal: \$1,850

Stage 2 Value Engineering, Redesign and Re-pricing

The additional costs of professional and consenting fees to conduct the value engineering, redesign and repricing amounts to \$103,535. Additional fees were required to provide for temporary facilities to minimise the shutdown period and allow the pools to remain operation during the construction of the new reception and change rooms. It should be noted that the target reduction in construction costs of \$600,000 was largely achieved. Some potential savings i.e.. HVAC were not realised as they had long term operational impacts that were not recommended.

Stage 2 Professional Fees for Construction Stage

During the construction works, allowances are required in the budget for the following professional services:

- Project Management and Contract Administration, including quantity surveying.
- Responding to contractors' technical queries.
- Reviewing contractors' designs, where components are undertaken on a design and build basis.
- Site visits during the construction works for inspections at designated hold-points (eg formwork prior to pouring concrete).
- Review of contractors' operating and maintenance documents.
- Review and update of contractors' as-built documentation, including updating drawings.
- Producer Statements PS4 for construction monitoring for compliance and regulatory purposes.

Previous budget estimates had excluded allowances for these activities, and it is recommended that an additional budget of \$423,591 be allocated to cover these items, comprising:

- Project and Contract Management (including QS): \$263,591
- Architecture & Design: \$150,000
- Pool Services Specialist: \$10,000

4.2.3 Other Items

An additional \$83,764 is required to cover previously unbudgeted items comprising:

- Consents: \$19,824 for original consents and \$5,000 allowance for consent amendments associated with the revised design.
- Storage of pool filters \$1,360 (long lead items already purchased).
- Potholing around external manhole where plant room is to be constructed \$10,000 allowance (invoice pending).
- Correction to pool hydraulics budget previously advised \$47,580.

4.2.4 Additional Contingency

Due to the increase in overall costs for Stage 2 we recommend that the contingency allowance also be increased by \$71,523 to maintain a 10% contingency of the total Stage 2 budget.

4.2.5 Other factors

Our report dated 11 July 2022 stated the key risk to the project is the national supply chain and labour issues. Labour issues has had a direct effect on the programme duration with no potential to reduce time even if separable portions one and two were completed as one stage. This profoundly effects the Contractors monthly Preliminary & General (onsite costs) and consultant monthly monitoring costs by circa \$48,000.00 per month and \$144,000.00 over the extended period.

Also of note is that the cost of temporary reception and changing facilities is in the order of \$40,000 excluding GST.

5 Options

Given the projected budget deficit, we see three options for consideration by the Council:

5.1 Option 1 – Proceed with full Stage 2 Scope

Separable Portion 1 – New Plant Room:

- Construction of new plant room by main contractor
- Deferred strengthening of south wall by main contractor
- Installation of new pool lining by pool services contractor
- Installation and commissioning of new treatment plant and associated pool works by pool services contractor.
- Pool to be closed from 5 June 2023
- Completion and re-opening of pool by early August 2023

Separable Portion 2 – New Reception and Changing Facilities

- Establishment of temporary reception and changing facilities
- Demolish existing reception and changing rooms
- Deferred strengthening of northern wall
- Construction of new reception and changing facilities
- Completion by end April 2024
- Pool to remain open during construction period.

Additional funding required: \$1,045,036 excluding GST

5.2 Option 2 – Proceed with reduced Stage 2 Scope

Essentially this option would involve:

- Separable Portion 1 above
- Deferred strengthening of northern wall (unless intending to defer Separable Portion 2 for 1 to 2 years)
- Pool to be closed from 5 June 2023
- Completion and re-opening of pool by early August 2023

The preferred tenderer has not expressly apportioned costs for Separable Portion 1 and as such further work would be required to confirm costs for this option, however we anticipate this could be completed within the current allocated budget.

5.3 Option 3 – Do nothing

This option would involve not proceeding with Stage 2.

Costs to date of \$413,866 would be sunk costs.

Some of the new pool equipment has been purchased and already delivered to Hokitika. It may be possible to negotiate buy-back with the contractor or resale to another client. There may also be additional unfulfilled contract costs.

This option would not address the issues with the current pool filtration system or enhance pool users' experience.

There is a risk of the surplus funding (approximately \$2.6 million) being withdrawn or reallocated outside of the district by central government.

6 Summary and Conclusion

Following the completion of the value engineering exercise in May 2022, amendments to the design and re-pricing by the main contractor we have undertaken a full forecast of overall project costs and to reconcile against the available funding.

The table below summarises the current financial position for this project:

	Stage 1	Stage 2	Total
Allocated Budget	\$1,093,414	\$3,034,716	\$4,128,130
Approved contracts and variations	\$1,197,988	\$932,717	\$2,130,705
Pending contracts and variations	-\$39,293	\$3,147,035	\$3,107,742
Approved claims	\$1,158,696	\$413,866	\$1,572,561
Forecast Costs	\$1,158,696	\$4,079,752	\$5,238,447
Budget Deficit	\$65,282	\$1,045,036	\$1,110,317

The Stage 1 deficit needs to be resolved in order to align with the approved claims.

The Stage 2 deficit could be addressed in several ways:

Option 1 - Allocate additional funding to cover this deficit to enable the full proposed scope to be implemented. This option will bring the pool treatment plant up to current standards, complete the strengthening of the pool concourse to current standards and upgrade the changing rooms and front of house to modern standards.

Option 2 – Reduce the scope of the project to only implement the new plant room, new treatment plant, new pool lining and deferred strengthening works from Stage 1. Indicatively, this option could be accommodated within the current budget allocated.

This option will bring the pool treatment plant up to current standards and complete the deferred strengthening of the pool concourse to meet current seismic design standards but will not upgrade the changing rooms and front of house to modern standards.

Option 3 – Do nothing (ie discontinue this project). This option will not bring the pool treatment plant up to current standards, nor complete the strengthening of the pool concourse to current standards, nor improve customer experience. Sunk costs will amount to \$413,866.

	Option 1	Option 2	Option 3
Additional Funding Required	\$1,045,036	Not anticipated	Surplus returned to IRG (Approx \$2.6 million)
Upgraded Treatment Plant	YES	YES	NO
Deferred Seismic Strengthening completed	YES	YES	NO
Upgrade changing rooms and front of house to modern standards	YES	NO	NO

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Appendix A Project Financial Summary

Joseph and Associates

Job No: JA000428
Client Westland District Council
Project Hokitika Pools Redevelopment
Title Project Financial Summary

By E Gutteridge 4/04/2023
Chk J Webber 6/04/2023
App T Joseph 6/04/2023

Ref	Item	Contractor	Current Budget	Budget Adjustment	Revised Budget	Pending Contracts	Approved Contracts	Pending Variations	Approved Variations	Pending Total	Approved Total	Forecast Budget	Variance	Approved Claims	Paid	Last Claim	Notes
	Stage 1																
	Structural Strengthening	Evan Jones Construction	\$262,486	\$273,865	\$536,351	\$0	\$357,347	\$8,128	\$170,876	\$8,128	\$528,223	\$536,351	\$0	\$536,351	\$536,351	13/01/2022	Retentions held \$13,072.68 Strengthening of northern wall deferred until Stage 2
	Electrical (incl Fire)	E&I Services	\$152,824	\$83,856	\$236,680	\$0	\$160,160	-\$45,635	\$122,156	-\$45,635	\$282,315	\$236,680	-\$0	\$236,680	\$231,944	4/02/2022	
	Fire Alarm	FFP	\$0	\$78,928	\$78,928	\$0	\$83,625	\$0	-\$4,697	\$0	\$78,928	\$78,928	\$0	\$78,928	\$76,350	25/10/2022	
	Water Quality Improvement	Deferred to Stage 2	\$400,000	-\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
	Concourse Replacement	Deferred to Stage 2	\$50,000	-\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
	Fresh Air Ventilation Upgrade	Hartnell Coolheat	\$250,000	-\$117,786	\$132,214	\$0	\$134,000	-\$1,786	\$0	-\$1,786	\$134,000	\$132,214	\$0	\$132,214	\$132,214	1/12/2022	
	Project & Cost Mgt - Stage 1	Joseph & Associates	\$0	\$80,686	\$80,686	\$0	\$155,331	\$0	-\$74,645	\$0	\$80,686	\$80,686	\$0	\$80,686	\$80,686	30/06/2022	
	Consultants (Architecture & Design) - Stage 1 & Consent	HKTA & subs	\$79,890	\$2,519	\$82,409	\$0	\$370,275	\$0	-\$287,866	\$0	\$82,409	\$82,409	\$0	\$82,410	\$82,410	30/06/2022	Includes other disciplines (Fire, QS, Services, Structural, Geotech)
	Building Consent Fees	Westland District Council	\$0	\$10,744	\$10,744	\$0	\$10,744	\$0	\$0	\$0	\$10,744	\$10,744	\$0	\$10,744	\$10,744	30/08/2022	Consents / CPU
	Initial Project Works	Bits and Bytes	\$0	\$683	\$683	\$0	\$683	\$0	\$0	\$0	\$683	\$683	\$0	\$683	\$683	30/06/2021	
	Budget Adjustment July 2022	Westland District Council	-\$101,786	\$101,786	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Subtotal - Stage 1		\$1,093,414	\$65,281	\$1,158,695	\$0	\$1,272,164	-\$39,293	-\$74,176	-\$39,293	\$1,197,988	\$1,158,695	-\$0	\$1,158,696	\$1,151,382		
	Stage 2																
	FY22/23 Allocated	Westland District Council	\$149,311	-\$149,311	\$0												
	c/fwd to FY23/24	Westland District Council	\$1,465,405	-\$1,465,405	\$0												
	FY23/24 Allocated	Westland District Council	\$1,420,000	-\$1,420,000	\$0												
	Stg 2 Building Contract (Revised)	Evan Jones Construction	\$0	\$2,346,557	\$2,346,557	\$2,238,043	\$0	\$108,513	\$0	\$2,346,557	\$0	\$2,346,557	\$0	\$0	\$0		Revised pricing from EJC 12/3/2023
	Stg 2 Pool Services Contract (D&B)	Coombes Aquatics	\$0	\$520,285	\$520,285	\$0	\$520,285	\$0	\$0	\$0	\$520,285	\$520,285	\$0	\$67,975	\$15,580	30/11/2022	Subcontractor Agreement 10/12/2021 CLAIM 2 now certified for payment
	Project & Cost Mgt - Stg 2 (Variation to Stage 1)	Joseph & Associates	\$0	\$338,236	\$338,236	\$0	\$74,645	\$263,591	\$0	\$263,591	\$74,645	\$338,236	\$0	\$41,434	\$41,434	28/02/2023	Includes Stg 1 Carryover budget. Variation to Stg 1
	Arch & Design, incl Prelim, Concept and Stage 2 Design c/fwd + Construction Support	HKTA & subs	\$0	\$426,702	\$426,702	\$0	\$276,702	\$150,000	\$0	\$150,000	\$276,702	\$426,702	-\$0	\$253,371	\$253,371	28/02/2023	Variation to Stg 1 - Includes Stg 1 Carryover budget. Prelim estimate for Stg 2 Construction = \$143,353
	Stg 2 Consulting - Tree removal	AP Consulting	\$0	\$1,850	\$1,850	\$0	\$1,850	\$0	\$0	\$0	\$1,850	\$1,850	\$0	\$1,850	\$1,850	22/12/2021	
	Stg 2 Pool Services Specification	Bryn Martin	\$0	\$33,216	\$33,216	\$0	\$23,216	\$10,000	\$0	\$10,000	\$23,216	\$33,216	-\$0	\$23,216	\$23,216	31/08/2021	
	Stg 2 Groundwater Testing	Eliot Sinclair	\$0	\$5,277	\$5,277	\$0	\$3,000	\$0	\$2,277	\$0	\$5,277	\$5,277	\$0	\$5,277	\$5,277	20/12/2021	To assess hydraulic effects on empty pool
	Stg 2 Electrical Performance Spec	Cosgroves	\$0	\$1,700	\$1,700	\$0	\$1,700	\$0	\$0	\$0	\$1,700	\$1,700	\$0	\$1,700	\$1,700	31/12/2022	Part of Value Eng to do Design and build on Electrical services
	Stg 2 Value Engineering	Evan Jones Construction	\$0	\$3,858	\$3,858	\$0	\$3,858	\$0	\$0	\$0	\$3,858	\$3,858	\$0	\$3,858	\$3,858	18/08/2022	
	Stg 2 Consents	Westland District Council	\$0	\$19,824	\$19,824	\$0	\$14,824	\$5,000	\$0	\$5,000	\$14,824	\$19,824	-\$0	\$14,824	\$14,824	31/12/2022	Additional costs for amendments
	Stg 2 Storage of Pool Filters	Service Cart	\$0	\$1,360	\$1,360	\$0	\$360	\$1,000	\$0	\$1,000	\$360	\$1,360	\$0	\$360	\$360		
	Stg 2 Potholing ext manhole	Evan Jones Construction	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000	\$10,000	\$0	\$0	\$0		WDC Works Order 114606
	Project Contingency (10%)		\$0	\$370,887	\$370,887	\$370,887	\$0	\$0	\$0	\$370,887	\$0	\$370,887	\$0	\$0	\$0		
	Escalation		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
	Subtotal - Stage 2		\$3,034,716	\$1,045,036	\$4,079,752	\$2,608,930	\$930,440	\$538,104	\$2,277	\$3,147,035	\$932,717	\$4,079,752	\$0	\$413,866	\$361,470		
	TOTAL - STAGES 1 & 2		\$4,128,130	\$1,110,317	\$5,238,447	\$2,608,930	\$2,202,604	\$498,811	-\$71,899	\$3,107,742	\$2,130,705	\$5,238,447	\$0	\$1,572,562	\$1,512,852		

Appendix B Stage 2 Budget Comparison

Job No: JA000428
 Client: Westland District Council
 Project: Hokitika Pools Redevelopment
 Title: Stage 2 Budget Forecast Comparison

By: E Gutteridge 4/04/2023
 Chk: J Webber 6/04/2023
 App: T Joseph 6/04/2023

Item	Reference	Jul-22	Mar-23	Variance	Remarks
Total Construction Estimated Budget Stg 1 & 2 - Initial	Memo 11/7/2022	\$3,089,171.60	\$3,089,171.60	\$0.00	
Stage 1 Actual Costs Reported	Memo 11/7/2022	\$1,093,413.36	\$1,158,695.00	-\$65,281.64	
Remaining Budget for Stage 2	Memo 11/7/2022	\$1,995,758.24	\$1,930,476.60	\$65,281.64	
Main Contract					
Revised Estimate from Value Engineering (excl Plant room)	Memo 11/7/22	\$2,047,820.60	\$0.00	\$2,047,820.60	
Plantroom	J&A Allowance	\$240,000.00	\$0.00	\$240,000.00	
Escalation	J&A Allowance	\$50,000.00	\$0.00	\$50,000.00	
Stg 2 Building Contract (Revised) including allowances	Evan Jones Construction	\$0.00	\$2,346,557.00	-\$2,346,557.00	
Subtotal - Main Contract		\$2,337,820.60	\$2,346,557.00	-\$8,736.40	Revised pricing and allowances largely in line with expectations
Pool Services					
Pool Hydraulics	Memo 11/7/2022	\$242,860.00	\$0.00	\$242,860.00	This is actually \$290,440 in Coombes' Contract. No record of any potential variations to reduce value
Pool Lining	Memo 11/7/2022	\$229,845.00	\$0.00	\$229,845.00	
Stg 2 Pool Services Contract (D&B) - Hydraulics and lining	Coombes Aquatics	\$0.00	\$520,285.00	-\$520,285.00	
Stg 2 Storage of Pool Filters	Service Cart	\$0.00	\$1,360.00	-\$1,360.00	Additional item required for long lead items
Subtotal Pool Services		\$472,705.00	\$521,645.00	-\$48,940.00	
Professional Services					
Consultants Fees	Memo 11/7/2022	\$119,745.49	\$0.00	\$119,745.49	
Project & Cost Mgt - Stg 2 (Variation to Stage 1)	Joseph & Associates	\$0.00	\$338,236.00	-\$338,236.00	Includes Stage 2 development costs to date and estimated PM and QS fees for construction
Arch & Design, incl Prelim, Concept and Stage 2 Design c/fwd + Construction Support	HKTA & subs	\$0.00	\$426,702.00	-\$306,956.51	Includes: Prelim & Concept Design = \$95,192 Stage 2 Detailed Design = \$155,548 Stage 2 Redesign = \$23,332 Stage 2 Construction = \$150,000
Stg 2 Consulting - Tree removal	AP Consulting	\$0.00	\$1,850.00	-\$1,850.00	
Stg 2 Pool Services Specification	Bryn Martin	\$0.00	\$33,216.00	-\$33,216.00	
Stg 2 Groundwater Testing	Eliot Sinclair	\$0.00	\$5,277.00	-\$5,277.00	
Stg 2 Electrical Performance Spec	Cosgroves	\$0.00	\$1,700.00	-\$1,700.00	
Stg 2 Value Engineering participation	Evan Jones Construction	\$0.00	\$3,858.00	-\$3,858.00	
Subtotal - Professional Services		\$119,745.49	\$810,839.00	-\$571,348.02	
Miscellaneous					
Stg 2 Consents	Westland District Council	\$0.00	\$19,824.00	-\$19,824.00	
Stg 2 Potholing ext manhole	Evan Jones Construction	\$0.00	\$10,000.00	-\$10,000.00	
Subtotal - Miscellaneous		\$0.00	\$29,824.00	-\$29,824.00	
Project Contingency	Memo 11/7/2022	\$299,363.74	\$370,887.00	-\$71,523.26	
TOTALS		\$3,229,634.83	\$4,079,752.00	-\$730,371.68	
Funding deficit - July 2022		-\$1,233,876.59			Was reported as \$1,415,329.48
WDC Funding Allocation FY22 onwards for Stage 2	WDC		\$3,034,716.00		
Additional funding available			\$0.00		
Total Funding Available			\$3,034,716.00		
Funding Deficit - March 2023			-\$1,045,036.00		

Contributing factors to Stage 2 budget deficit:*Pre-Stage 1 - Professional Services carried forward*

Design fees for concept design (Pre Stage 1)	HKTA & Subs	\$	23,351.00	
Design fees for prelim design (Pre Stage 1)	HKTA & Subs	\$	71,841.00	
<i>Subtotal Pre-Stage 1</i>				\$ 95,192.00

Other professional fees

Stage 2 Design fees above budget of \$119k	HKTA & subs	\$	156,956.61	Original stage 2 design excl redesign and construction
Pool Services SME Performance Specification	Bryn Martin	\$	23,216.10	Not included in previous estimate
Stg 2 Consulting - Tree removal	AP Consulting	\$	1,850.00	
Stg 2 Groundwater Testing	Eliot Sinclair	\$	5,277.00	To determine groundwater hydraulic effects on pool when empty

Subtotal other professional fees \$ 187,299.71

Stage 2 Value Engineering - Fees

Project & Cost Management	Joseph & Associates	\$	74,645.71	From 1/5/2022 to contract award
Redesign and consent amendments	HKTA & subs	\$	23,331.60	Variation for redesign
Electrical Performance Specification	Cosgroves	\$	1,700.00	Electrical to be done as Design & Build
Contractor Engagement	Evan Jones Construction	\$	3,858.00	Participation in VE exercise

Subtotal - Value Engineering \$ 103,535.31

Stage 2 Professional Fees - Construction

Project & Contract Management (incl QS)	Joseph & Associates	\$	263,591.00	P&CM fees previously excluded
Design	HKTA & subs	\$	150,000.00	Arch & Design construction fees previously excluded
Pool Services Specialist	Bryn Martin	\$	10,000.00	Pool services SME construction fees previously excluded

Subtotal Professional Services - Construction \$ 423,591.00

Other Items

Stg 2 Original Consents	Westland District Council	\$	19,824.00	Excludes resubmission fees
Stg 2 Consent Amendment Fees (estimated)	WDC	\$	5,000.00	Allowance (costs pending)
Stg 2 Storage of Pool Filters	Service Cart	\$	1,360.00	
Stg 2 Potholing ext manhole	Evan Jones Construction	\$	10,000.00	Allowance - completed 30/3/2023.
Pool Hydraulics - budget correction		\$	47,580.00	

Subtotal other items \$ 83,764.00

Contingency increase due to project cost increases \$ 71,523.26

Total Contributors \$ 964,905.28

Programme effects

Professional Fees Monthly cost	\$	32,583.92	
Contractors Preliminary & General (onsite costs) Monthly cost	\$	15,822.72	
Subtotal monthly		\$	48,406.65
3 month programme extension cost impact due to staging and maintaining pool operation		\$	145,219.94
Temporary Changing Rooms		\$	40,000.00
Indicative cost impact for staging, maintaining pool operation		\$	185,219.94



Westland District Council

Better Off Funding Proposal

Supporting Document

31 October 2022

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1.0 Councils Approach to the Three Waters Reform Proposal

Westland District Council propose to utilise the first tranche of Better Off Funding towards 73 individual projects spread across the Westland District. While some of the projects in our portfolios are new, others are projects that Council have already identified but could do sooner, or better, with the additional funding. Councils vision for the first allocation of Better Off Funding is to provide equal distribution of funding across the district to benefit and make a difference to multiple communities.

Through a series of workshops, Council expressed the desire to provide immediate benefit to a large portion of our community that recognises the share scale of the Westland District. It was agreed that this could be achieved through the first tranche of funding by allocating funding to multiple projects of a smaller cost and nature. The second tranche of funding, while still to be allocated, leans itself toward a small amount of projects with greater cost.

The Programme of Expenditure comprises 73 individual projects and initiatives as identified below. Project management fees have been calculated at 6.5% and contingency fees have been calculated at 7.1% of the total project cost and are inclusive of GST.

Portfolio	Total Project Cost
Community Funding	\$ 500,000
Community Halls	\$ 900,000
Community Resilience	\$ 200,000
Culture and Heritage	\$ 500,000
Township Improvements	\$ 690,000
Grand Total	\$ 2,790,000

Figure 1. Portfolio of Funding Allocation inclusive of GST

Portfolio	Contingency	Project Management
Community Funding	\$ 50,708.65	\$ 50,708.65
Community Halls	\$ 53,749.99	\$ 53,749.99
Community Resilience	\$ 805.00	\$ -
Culture and Heritage	\$ 22,400.00	\$ 55,000.00
Township Improvements	\$ 55,200.00	\$ 41,400.00
Grand Total	\$ 182,863.64	\$ 200,858.64

Figure 2. Portfolio Contingency and Project Management Cost

2.0 Breakdown of Portfolios

To streamline the application for funding and future project management, Council have grouped individual projects into 5 portfolios. Each project has been assigned to a portfolio based on the overarching criteria and conditions as identified in the Guide to the Better Off Package Funding for Local Authorities. Responsibility for oversight and implementation of each portfolio of projects is assigned to the relevant function manager, with project management carried out by an internal or external party.

In some instances, and where appropriate, individual projects such as those within the Community Funding Portfolio will be managed by the respective approved community group/organisation. Formal agreement with each community group and or organisation will be put in place to ensure alignment on project milestones, reporting and draw down of funding. The overarching responsibility of the individual project outcomes including monthly reporting resides with the Portfolio Manager.

Portfolio/Project	Total Project Cost*
Community Funding	\$ 500,000
Community Civil Defence Hub	\$ 14,593
Completion of Bruce Bay Community Hall Safety Projects	\$ 46,035
Development of Community Resilience Plan	\$ 43,633
Development of Stage 2 Civil Defence Plan	\$ 22,944
Gentle Annie Track Extension	\$ 29,115
Indoor Arena Surface	\$ 57,234
Lazar Park Hall Upgrade	\$ 103,628
Memorial Garden Space	\$ 3,680
Ross Civil Emergency Hub	\$ 24,559
Supply and Installation of Civil Defence Infrastructure	\$ 78,882
Supply and Installation of Indoor Arena Electrical Materials	\$ 35,733
Supply of Community Resilience Container	\$ 39,964
Community Halls	\$ 900,000
Boys Brigade Hall Upgrade	\$ 44,290
Civil Defence Welfare Centres (various)	\$ 81,879
Greypower Hall Upgrade	\$ 45,426
Hall Restoration	\$ 127,970
Hall Restoration	\$ 51,860
Hall Upgrade	\$ 233,319
Hokitika Regent Theatre Exterior Maintenance	\$ 88,580
Kokatahi Hall Upgrade	\$ 46,334
Kowhitirangi Hall Upgrade	\$ 44,290
Kumara Hall Civil Defence Assessment	\$ 56,782
Ross Hall Asbestos Removal	\$ 65,300
Supply and Installation of Water Tanks	\$ 11,356
Woodstock Hall Upgrade	\$ 2,612
Community Resilience	\$ 200,000
Community Emergency Communication Kits (x18)	\$ 200,000
Culture and Heritage	\$ 500,000
2023 Westland Anniversary Expanded Legacy Digital Initiative	\$ 200,000
Hokitika Regent Theatre Upgrade	\$ 36,000
Hokitika Town Clock Tower Feasibility Study	\$ 15,000
Interpretation Panels for Westland Heritage and Cultural Sites	\$ 69,000
Westland Industrial Heritage Park Upgrade	\$ 180,000
Township Improvements	\$ 690,000
Footpath Extension	\$ 465,827
Pram Crossing	\$ 79,933
Raised Platform	\$ 144,240
Grand Total	\$ 2,790,000

Figure 3. Breakdown of Portfolio Funding Allocation

*Total Project Cost includes contingency and project management cost and is exclusive of GST

3.0 Project Allocation Methodology

3.1 Township Developments

The allocation of funding towards township development includes the installation and upgrade of several footpaths, pram crossings and raised platforms. Funding has been shared around the Westland District in line with the Council's intention to equally allocate the first tranche of funding district wide.

Individual project sites were identified from recent field inspections and prioritised by the level of pedestrian importance i.e., around schools, central business districts and aged care facilities. Footpath extensions were prioritised by the greatest benefit to pedestrian linkages i.e., linking a footpath to a destination. Each of these projects were evaluated by Councillors and approved on the greatest positive impact on the community.

The installation of the footpaths, pram crossings and raised platforms promote inclusiveness, accessibility and encourage a wider range of modal choice.

Improvement Type	Location					Total
	Franz Josef	Haast	Hokitika	Kumara	Ross	
Footpath extension		1	1			2
Pram crossing	2		7	2		11
Raised platform			6		2	8
Total	2	1	14	2	2	21

Figure 4. Improvement type by location (Township Improvements)

Project	Project Cost
Footpath Extension	\$ 465,827
Haast	\$ 89,688
Improvements to pedestrian linkages within Haast Village	\$ 89,688
Hokitika	\$ 376,139
Improvements to Pedestrian & Cycleway linkages within Hokitika Township.	\$ 376,139
Pram Crossing	\$ 79,933
Franz Josef	\$ 8,089
Pedestrian safety improvements for Wheelchair and low vision use	\$ 8,089
Hokitika	\$ 42,178
Pedestrian safety improvements for Wheelchair and low vision use	\$ 42,178
Kumara	\$ 29,666
Pedestrian safety improvements for Wheelchair and low vision use	\$ 29,666
Raised Platform	\$ 144,240
Hokitika	\$ 126,240
CBD Traffic calming & Pedestrian Safety for Wheelchair and low vision use	\$ 99,240
Pedestrian safety improvements for Wheelchair and low vision use	\$ 27,000
Ross	\$ 18,000
Pedestrian safety improvements for Wheelchair and low vision use	\$ 18,000
Grand Total	\$ 690,000

Figure 5. Project Scope by cost (Township Improvements)

3.2 Community Funding

Council have allocated \$500,000 of Better Off Funding towards contestable community grants that meet the current and future needs of the Westland community. Projects were evaluated and approved by the Westland District Council on the basis that the project or service fits with one or more of the criteria set out in the funding agreement. Evidence of need, planning, budgets, and accounts were required as part of the application process and will be part of the project management going forward. All projects allocated to a community group are to be managed by an approved project manager and will require submission of an approved project plan by July 2023 to ensure funding is utilised in an appropriate time frame.

Where community groups have applied for funding for larger projects where the Better Off Funding will not cover the total project cost, groups will need to show how they will attract and secure funding from other agencies and charities outside of Council or can fund a significant amount of the project themselves. Project plans must still be submitted and approved by Council by July 2023.

Project	Project Cost
Bruce Bay	\$ 46,035
Bruce Bay Community Hall Inc	\$ 46,035
Completion of Bruce Bay Community Hall Safety Projects	\$ 46,035
Fox Glacier	\$ 3,680
Fox Glacier Memorial Aboretum	\$ 3,680
Memorial Garden Space	\$ 3,680
Hari Hari	\$ 22,944
HariHari Civil Defence Group	\$ 22,944
Development of Stage 2 Civil Defence Plan	\$ 22,944
Hokitika	\$ 240,228
Lake Kaniere Community Association	\$ 43,633
Development of Community Resilience Plan	\$ 43,633
Lions Club	\$ 103,628
Lazar Park Hall Upgrade	\$ 103,628
West Coast Riding for the Disabled Inc	\$ 92,967
Indoor Arena Surface	\$ 57,234
Supply and Installation of Indoor Arena Electrical Materials	\$ 35,733
Kumara	\$ 69,079
Kumara Community Association	\$ 29,115
Gentle Annie Track Extension	\$ 29,115
Kumara Memorial Hall	\$ 39,964
Supply of Community Resilience Container	\$ 39,964
Otira	\$ 14,593
Otira Responsible Community Association Board	\$ 14,593
Community Civil Defence Hub	\$ 14,593
Ross	\$ 24,559
Ross Community Society Inc	\$ 24,559
Ross Civil Emergency Hub	\$ 24,559
Whataroa	\$ 78,882
Whataroa Community Association	\$ 78,882
Supply and Installation of Civil Defence Infrastructure	\$ 78,882
Grand Total	\$ 500,000

Figure 6. Project Location by Community Group and Cost

3.3 Community Halls

The Westland District have a significant amount of welfare and recreation centres across the district that receive funding through rates, community grants and other funding opportunities. These halls are operated by hall committees made up of local volunteers and are used for several community events, including meetings and functions, and can be hired out to the public. Many of these halls are 40-100+ years old and are the result of local community fundraising efforts. To ensure we continue to meet current and future demand for our facilities, many require major investment to comply with regulatory and health and safety requirements.

All community centres across the Westland District were assessed by urgency of work to meet health and safety requirements, emergency response, and community accessibility. The halls which have had recent work completed and require a significant amount of seismic and structural integrity work have been set aside for tranche 2 funding.

Project	Project Cost
Bruce Bay	\$ 41,661
Hall Restoration	\$ 41,661
Installation of rear entrance	\$ 41,661
Fox Glacier	\$ 29,186
Hall Upgrade	\$ 29,186
Installation of disability access and design for ceiling condensation fix	\$ 29,186
Franz Josef	\$ 179,432
Hall Upgrade	\$ 179,432
Seismic Assessment, Temporary Propping, Bathroom Improvements, Concept Design for new Hall	\$ 179,432
Haast	\$ 86,309
Hall Restoration	\$ 86,309
Stormwater, electrical, seismic assessment and options report	\$ 86,309
Hari Hari	\$ 11,697
Hall Upgrade	\$ 11,697
Heat pump drain, fix spouting, investigate ceiling ventilation, tighten roofing screws, seal and rivit ridging laps.	\$ 11,697
Hokitika	\$ 260,176
Boys Brigade Hall Upgrade	\$ 44,290
Seismic Assessment, Generator	\$ 44,290
Civil Defence Welfare Centres (various)	\$ 81,879
Conduct Seismic Assessments as required to validate suitability	\$ 81,879
Greypower Hall Upgrade	\$ 45,426
New windows and curtains, new sliding door	\$ 45,426
Hokitika Regent Theatre Exterior Maintenance	\$ 88,580
Exterior maintenance: Walls, windows, doors, spouting, downpipes, roller door, External painting (wash and paint).	\$ 88,580
Kokatahi	\$ 46,334
Kokatahi Hall Upgrade	\$ 46,334
Seismic Assessment, Electrical Board, Heating (if budget allows)	\$ 46,334
Kowhitirangi	\$ 44,290
Kowhitirangi Hall Upgrade	\$ 44,290
Assist in shortfall from Lotteries funding	\$ 44,290
Kumara	\$ 56,782
Kumara Hall Civil Defence Assessment	\$ 56,782
Seismic Assessment, Options Report	\$ 56,782
Okuru	\$ 51,860
Hall Restoration	\$ 51,860
Hot water, stormwater, cladding and seismic assessment	\$ 51,860
Ross	\$ 65,300
Ross Hall Asbestos Removal	\$ 65,300
Removal of asbestos cladding	\$ 65,300
Waitaha	\$ 11,356
Supply and Installation of Water Tanks	\$ 11,356
Balance needed for Water Tanks	\$ 11,356
Whataroa	\$ 13,003
Hall Upgrade	\$ 13,003
Handrail, Lighting, Storage	\$ 13,003
Woodstock	\$ 2,612
Woodstock Hall Upgrade	\$ 2,612
Zip	\$ 2,612
Grand Total	\$ 900,000

Figure 7. Community Halls project by project cost

3.4 Culture and Heritage

Council have allocated \$500,000 towards several culture and heritage projects to give recognition to the benefits to be gained from a sense of place and provide connection with our past. These projects have been identified previously through both public consultation, public identification of need and as a response to the announcement of the Better Off Funding. Each project brings together the various cultural activities and the significance of culture to the Westland District and New Zealand.

Each project includes initiatives and features that are significant to the Westland District and will significantly enhance the understanding of Westlands past while encouraging a wider mix of communities to take part in the celebration of Westlands stunning landscapes rich with stories. Some projects have been identified by the need to collect, preserve, and share the broad and multi-faceted history of Westland and provide a diverse culture and heritage experience to those who visit the Westland District.

Project	Project Cost
Hokitika	\$ 500,000
2023 Westland Anniversary Expanded Legacy Digital Initiative	\$ 200,000
Augmented reality application or location-based beacon heritage experience recreating the historic Hokitika Wharf	
Fixed term Event Coordinator and Project Manager	
Event seed funding for 2023 Community Events throughout Westland	
Event program and advertisement	\$ 200,000
Hokitika Regent Theatre Upgrade	\$ 36,000
Exterior building lighting	
Main auditorium LED lighting and display	
Interpretation panels	\$ 36,000
Hokitika Town Clock Tower Feasibility Study	\$ 15,000
Engineering Inspection Report	\$ 15,000
Interpretation Panels for Westland Heritage and Cultural Sites	\$ 69,000
21 individual heritage and cultural interpretation panels	\$ 69,000
Westland Industrial Heritage Park Upgrade	\$ 180,000
Boatshed building and display elements	
Heavy machinery display and storage building	\$ 180,000
Grand Total	\$ 500,000

Figure 8. Culture and Heritage Project by Location and Cost

3.5 Community Resilience

Council have allocated \$200,000 towards 18 individual community emergency communication kits across the Westland District. The allocation of the communication kits to each community was based on the vulnerability of the community and the existing alternate communication in the community. This overlaid with vulnerability and likelihood of power outage and lack of cell phone coverage highlighted the most exposed communities. Given the isolation of most communities in the Westland District, the allocation of Better Off Funding to community resilience will see a significant amount of these communities given the tools to communicate across the three West Coast districts in the event of a civil defence emergency.

Each communication kit includes multiple tools of communication type including VHF radio and satellite phone which will strengthen community resilience and create adaptable, flexible, strong, and well-resourced communities.

Communication Kit Type and Location	Cost
⊞ Rapid deployment and communication kit	
Fox Glacier	\$ 8,730
Franz Josef	\$ 8,730
Hari Hari	\$ 8,730
Hokitika	\$ 30,144
Okarito	\$ 8,730
⊞ Rapid deployment kit, communication kit and satellite phone	
Bruce Bay	\$ 10,110
Haast	\$ 10,110
Kumara	\$ 10,110
Okuru	\$ 10,110
Waitaha	\$ 10,110
Whataroa	\$ 10,110
⊞ Rapid deployment kit, communication kit, VHF communication	
Otira	\$ 11,230
Rapid deployment kit, communication kit, VHF communication and	
⊞ satellite phone	
Arahura	\$ 12,610
Kokatahi	\$ 12,610
Kowhitirangi	\$ 12,610
Lake Kaniere	\$ 12,610
Ross	\$ 12,610
Grand Total	\$ 200,000

Figure 9. Community Resilience Funding Allocation

3.6 Funding Percentage by Ward

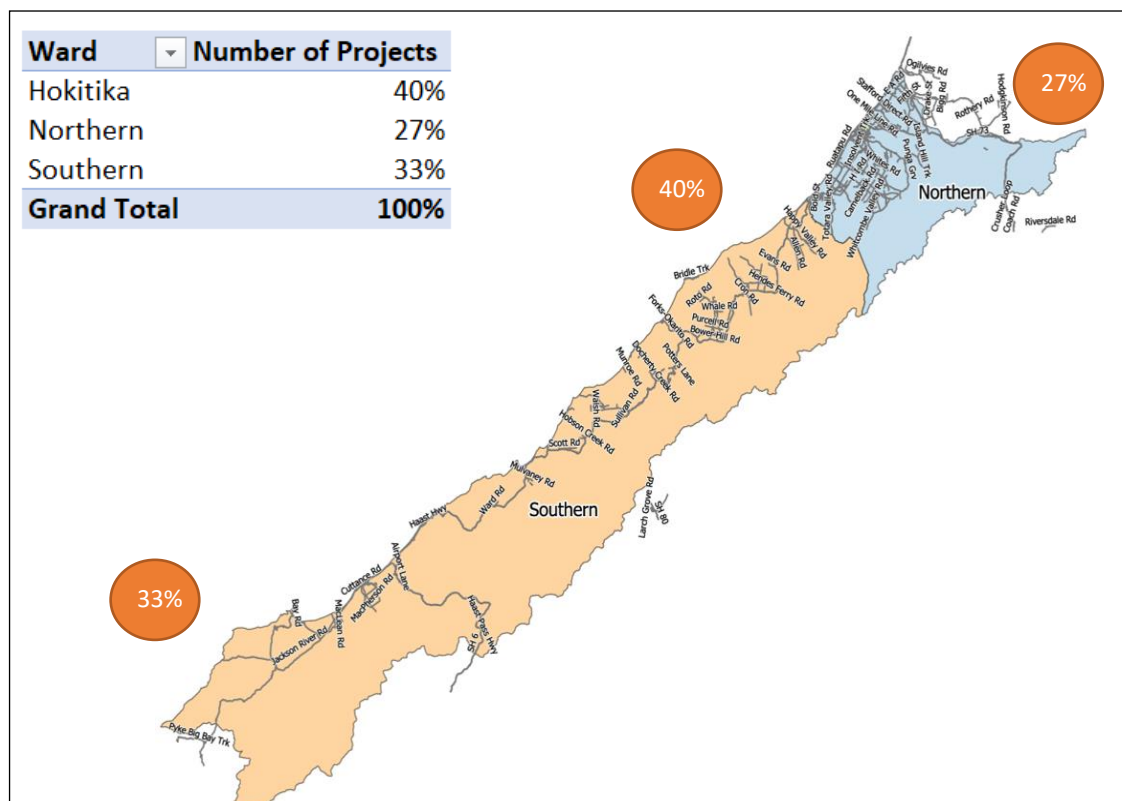


Figure 10. Funding allocation percentage by electorate ward

3.7 Funding Allocation by Ward

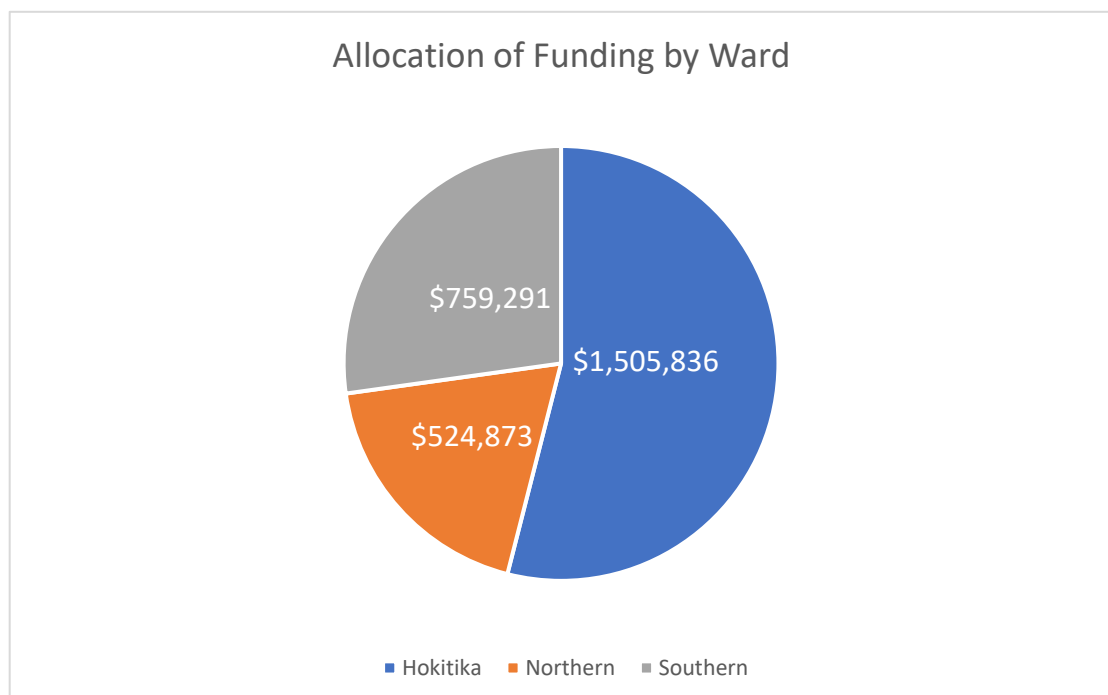


Figure 11. Funding by electorate ward

3.8 Funding Count by Location

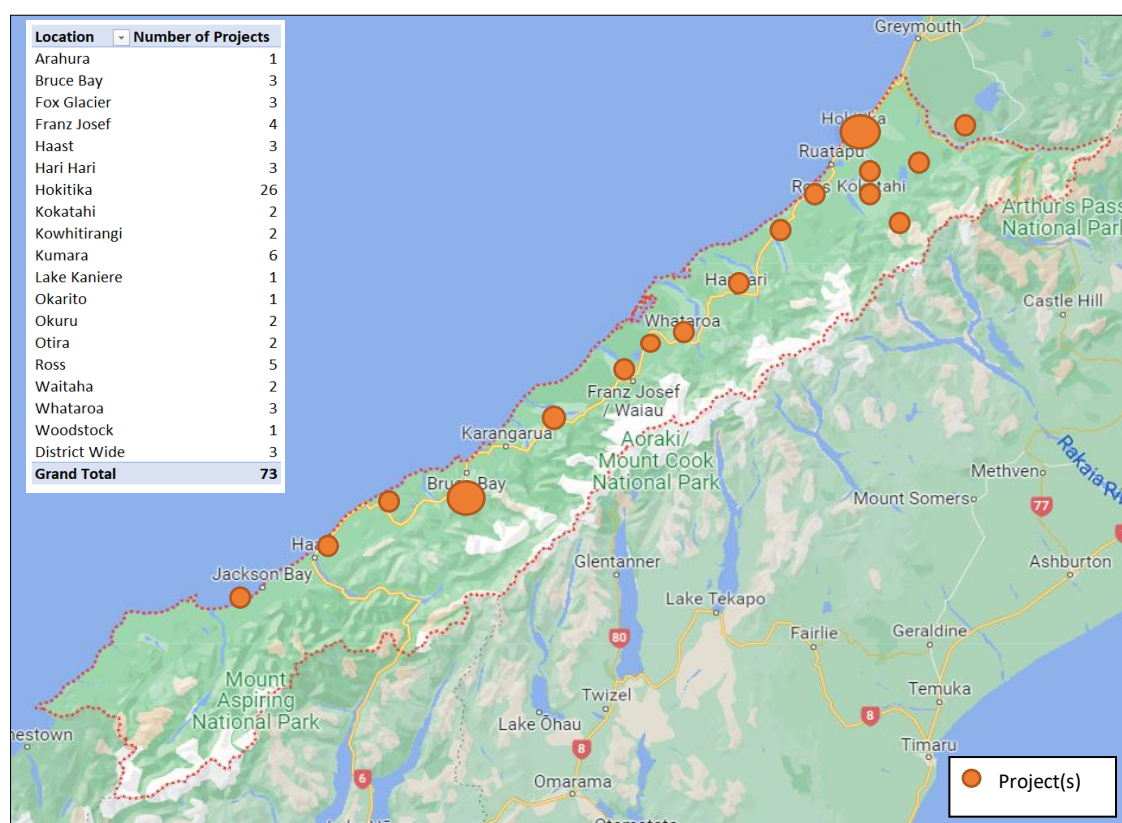


Figure 12. Funding count by location

4.0 Portfolio Completion Risks

4.1 Supply Chain Issues

Global and domestic supply of materials may impact the identified portfolios of work. This situation presents a cost certainty risk to Council and contractors in terms of significant cost fluctuations and exacerbation of supply chain issues such as productivity due to illness or isolation requirements. This presents risk to both Council and contractors in areas such as cash-flow projection, project delay, disruption, or postponement and consequently project completion. To mitigate this risk, Council will encourage and foster an open and transparent dialogue and collaboration between Council, Project Managers, and supply chain partners to reduce the cost and resource uncertainty.

4.2 Cost Increase

Consequential to supply chain difficulties is the risk of increases in project costs over and above the budget initially set. To mitigate this risk Council have based each portfolio and project cost on current material and resource cost from several contractors and suppliers and will apply standard procurement practice. A project plan will be developed for each portfolio that aligns on deliverables, scope, and schedule and outlines clear project parameters that are communicated with all stakeholders. Regular check-ins with stakeholders will be held to review budget and anticipate any unforeseen project needs.

4.3 Time Risk

Project schedule risk has been highlighted as a potential risk that may see projects taking longer than expected and extending over the Better Off Funding time availability. The approach to managing this risk is to allocate an overestimate of time needed to complete

projects in the planning phase and build in time contingency. Project management software will be used for all projects including development of a project schedule using a Gantt chart and a project lifecycle. This will allow project managers to dynamically adapt to time risk and create clarity around any delays and dependencies between work.

4.4 Social and Political Influence

Each of the 73 individual projects have been reviewed and approved by the previous elected Westland District Council as at mid-2022. Westland District Council is now governed by a significant number of newly elected officials which subsequently raises the risk of projects being re-scrutinized against vacillating public opinion and unexpected changes in strategy. All projects identified to be funded by the Better Off Funding have been formally approved and agreed by the elected Council. There is no scope for the newly elected Council to review or re-prioritise the approved projects, this includes communication of the timeline for applications and utilization of the funding

5.0 Programme Expenditure Details

Given the small rating base and nature of Westland District Council, Council cannot carry the expenditure cost for each portfolio and require funding to be provided as indicated from milestone 2 for each portfolio.

5.1 Community Funding

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval - Community Funding	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$50,000
3.	Project Manager Assigned by Community Group	20 January 2023	\$100,000
3.	Development of Project Plans	9 February 2023	\$100,000
4.	Signing of Agreements with Community Groups	20 March 2023	\$50,000
6.	Start of Construction/Installation	15 June 2023	Nil
7.	Construction Progress Reporting	14 July (monthly)	\$100,000
8.	Project Completion	December 2023	\$100,000
	TOTAL		\$500,000

5.2 Community Halls

	Expenditure Programme/Project Milestone (Including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval - Community Halls	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$20,000
3.	Project Manager assigned to individual projects	20 February 2023	\$200,000
5.	Development of Project Plans	20 February 2023	Nil
5.	Procurement of contract works	10 April 2023	\$200,000
6.	Start of Construction/Installation	15 May 2023	Nil
7.	Construction Progress Reporting	14 June (monthly)	\$380,000
8.	Project Completion	December 2024	\$100,000
	TOTAL		\$900,000

5.3 Township Improvements

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Township Improvements	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$69,000
3.	Project Manager assigned to individual projects	20 February 2023	\$100,000
5.	Development of Project Plans	20 February 2023	\$
5.	Procurement/Tendering of contract works	10 April 2023	\$100,000
6.	Start of Construction/Installation	1 May 2023	Nil
7.	Construction Progress Reporting	1 June 2023 (monthly)	\$201,000
8.	Project Completion	March 2024	\$220,000
	TOTAL		\$690,000

5.4 Community Resilience

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Community Resilience	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$20,000
5.	Procurement of Equipment	20 February 2023	\$180,000
6.	Start of Construction/Installation	1 May 2023	Nil
7.	Construction Progress Reporting	1 June 2023 (monthly)	Nil
8.	Project Completion	March 2024	Nil
	TOTAL		\$200,000

5.5 Culture and Heritage

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Culture and Heritage	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$50,000
3.	Project manager assigned to individual projects	20 February 2023	\$100,000
5.	Development of Project Plans	20 February 2023	Nil
5.	Procurement/Tendering of contract works	10 April 2023	\$100,000
6.	Start of Construction/Installation	1 May 2023	\$100,000
7.	Construction Progress Reporting	1 June 2023 (monthly)	\$150,000
8.	Project Completion	March 2024	Nil
	TOTAL		\$500,000

6.0 Wellbeing Assessments

6.1 Township Improvements

Programme Title	Township Improvements			
Project/Initiative (if applicable)	Footpath extensions, pram crossings and raised platforms			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low- emissions economy.		Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural Wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Pedestrian networks are inclusive and accessible to those living with disabilities.	Increase in footpath condition rating score. Increase in tactile crossing installations. Increase in mobility device compatible crossing points.		Establishment of a Walking and Cycling Committee consisting of several stakeholders from community. Committee report back to Council on internal reviews through the Walking and Cycling Subcommittee.	
Encouraging more active mode use of the pedestrian and cycle network.	Increase in network length and improvements to network connectivity.		Annual achievement report on network improvements.	
Improvements to modal choices within the transport network	Internal review by Walking and Cycling Committee		Report to Council from Walking and Cycling Subcommittee.	

6.2 Community Funding

Programme Title	Community Funding			
Project/Initiative (if applicable)	<p>Lions Club Lazar Park Hall upgrade – providing recreational amenities, including a commercial kitchen, hall, toilets and meeting spaces, structural integrity survey</p> <p>West Coast Riding for the Disabled – Indoor Arena Surface</p> <p>West Coast Riding for the Disabled – Supply and installation of Indoor Arena Electrical Materials</p> <p>Kumara Junction – Gentle Annie Track Extension</p> <p>Fox Glacier Memorial Arboretum – Develop reflective garden space for community and visitors</p>			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Social Wellbeing	<p>Number of Infrastructure in place</p> <p>Improved use of facilities</p>		<p>Media releases of completion of projects that show improved infrastructure in place</p> <p>Recipients report to Council on improved use of facilities and improvements in community wellbeing, and social connection</p>	
Economic Wellbeing	<p>Improved visitor and/or participant numbers</p> <p>Lions Club – increased revenue from buildings</p>		<p>Improved use of facilities</p> <p>Lions Club – improved funding streams returned to community</p>	

6.3 Community Resilience

Programme Title	Community Resilience			
Project/Initiative (if applicable)	Supply of 18 Communication Kits to Community Groups			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural Wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Enhanced community communications (ability to communicate during and after a civil defence emergency)	Increase in frequency of communication with community groups during a civil defence emergency and testing Number of successful communications with community groups during testing and events		Council liaises with community groups and through community engagement survey to ascertain effectiveness of communication kits Regular testing of communication kits to ascertain working condition Increased signs of preparedness	

6.4 Community Halls

Programme Title	Community Halls			
Project/Initiative (if applicable)				
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Improved infrastructure of town halls / community facilities Leading to: Increased life of town halls / community facilities Improved health & safety Greater functionality Better able to respond to emergencies In turn, this will lead to: Increased activity at town halls / community facilities More people using town halls / community facilities Greater community resilience Increased safety And this will result in: An increase in wellbeing and social cohesion	When tranche 1 work is completed at a town hall / community facility, the committee and/or community of use will complete a survey which asks what relevant outcomes have been and/or will be met by the work completed and/or (where tranche 1 work is in preparation for tranche 2) is expected to be met by completed works.		Survey results will be collated and supplied along with financial information for each funding drawdown.	

Programme Title	Culture and Heritage Westland Regeneration Projects			
Project/Initiative (if applicable)	Westland projects and initiatives that support the regeneration of art, culture, and heritage in Westland District			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Increased visitations and revenue to Westland heritage, art, and cultural institutions	Monitoring visitor admission numbers and revenue to programme funded applicants.		Yearly visitation data from programme funded applicants Yearly revenue reports from programme funded applicants	
Increased opportunities that provide Westland communities with an ability to access a wide range of media such as cultural institutions and places for information, learning and pleasure. This includes Westland located; Archives, historic places, theatres, heritage centres and museums.	Active protection of Westland history by interpreting our communities past and linking them to who they are today and to their future.		Yearly visitor numbers (including online) to heritage, art and cultural facilities and institutions located in Westland. Westland visitation data provided annually by Development West Coast	
Increased participation in recreation, creative and cultural events and activities.	Tracked attendance to programme funded events and activities. All events and activities will provide appropriate hashtags for attendees to use on their		Attendance numbers to programme funded events and activities	

	social media postings, stories and live streams about the event or activity.	Social media postings and trends that identify programme funded events and activities
Greater connection between cultural outcomes of programme funded initiatives with the environment.	The promotion and deeper understanding of sense of place by programme funded applicants.	<p>Yearly reports from programme funded applicants identifying their project's initiatives to lower their carbon footprint</p> <p>Yearly report that identifies mechanisms that programme funded applicants have incorporated in to their services. These mechanisms must demonstrate the intrinsic relationship between the environment and culture/heritage/art. These mechanisms must also promote the advocacy of protecting and respecting this relationship.</p>

7.0 Iwi Engagement and Consultation

Council recognises the importance of effective, efficient, and inclusive engagement with our local Iwi that is reflective of our consideration and inclusion of Maori perspectives and cultural values. The Westland District Council foster an ongoing relationship and formal partnership between Council and Te Rūnaka o Ngāti (Kāti) Waewae and Te Rūnaka o Makaawhio that outlines our rules of engagement including partnership objectives, principles, expectations, and deliverables. This partnership fostered the engagement with our local Iwi on Westland District Councils proposal for the allocation of Better Off Funding and took form through a series of Council Workshops and meetings.

Te Rūnaka o Kāti Waewae is the mandated representative body of Kāti Waewae. The Rūnanga is a non-profit incorporated society with charitable status. It administers the iwi estates and assets within its Takiwā. The takiwā (boundaries) of Te Rūnaka o Kāti Waewae is centred on Arahura and Hokitika and extends from the north bank of the Hokitika River to Kahurangi (Kahurangi) and inland to the Main Divide together with a shared interest with Te Rūnaka o Makaawhio in the area situated between the north bank of the Puerua River and the south bank of the Hokitika River.

Te Rūnaka o Makaawhio (TROM)

TROM is the entity representing Ngāti (Kāti) Māhaki ki Makaawhio, hapū (sub-tribe) of Ngāi (Kāi) Tahu based in the southern half of Te Tai o Poutini. It has legal identity both as an incorporated society (Est. 1988) and under the Te Rūnanga o Ngai Tahu Act 1996 as one of its 18 constituent Papatipu Rūnanga.

The boundaries (takiwā) of Te Rūnaka o Makaawhio is centred at Makaawhio and extends from the south bank of the Puerua River to (Poipoitahi) Piopiotahi and inland to the Main Divide together with a shared interest with Te Rūnaka o Kāti Waewae in the area situated between the north bank of the Puerua River and the south bank of the Hokitika River.

Ngāi (Kāi) Tahu has developed a unique organisational structure based on innovative legislation to ensure it can act and speak as a single entity. This structure known as Papatipu Rūnanga ensures the organisation can perform effectively and that the views of its members are heard and acted upon. Papatipu Rūnanga exist to uphold the mana of their people over the land, the sea and the natural resources. Each of 18 Papatipu Rūnanga appoints a tribal member to represent its interests at Te Rūnanga o Ngāi Tahu, the governing council overseeing the tribe's activities. Te Rūnaka o Ngāti Waewae and Te Rūnaka o Makaawhio are Papatipu Rūnanga of the Westland Rohe / Takiwā.

Collectively they are known as Poutini Ngāi (Kāi) Tahu.

Poutini Kāi Tahu are Tāngata Whenua of Westland district, representing the first inhabitants of the lands here since several hundred years ago. As such Poutini Kāi Tahu have a deep connection and commitment to the environment, economy, people, and communities of the district.

Poutini Kāi Tahu are full members of the Westland District Council and are directly involved in the Finance, Audit and Risk Committee of Council. Kaiwhakahaere (Chairs) or nominated Kaiwhakarite of Te Rūnaka o Kāti Waewae and Te Rūnaka o Makaawhio attend and participate in council meetings and the business of Council, in acknowledgement of, and to further strengthen, Council's partnership with the Mana Whenua of Westland. This ensures that Poutini Kāi Tahu were fully involved in the planning and decision making of Westland District Council and the Better Off Funding Proposal.

Report to Council



DATE: 12 April 2023
TO: Mayor and Councillors
FROM: Scott Baxendale

REALLOCATION OF BETTER OFF FUNDING TO CARNEGIE STRENGTHEN PROJECT

1. Summary

- 1.1. The purpose of this report is to provide an update to council on the current Carnegie building strengthen project current financial situation being experienced resulting in further funding being required.
- 1.2. This issue arises from the Joseph & Associates Ltd Carnegie Building Budget Status Report indicating the Carnegie Strengthen project has experienced greater than expected project costs due to project variations required.
- 1.3. Council seeks to meet its obligations under the Local Government Act 2002 and the achievement of the District Vision adopted by the Council in June 2021, which are set out in the Long-Term Plan 2021 - 31. Refer page 2 of the agenda.
- 1.4. This report concludes by recommending that Council
 - 1.4.1. Reallocate \$260,000 of the "Better Off Funding" Community Hall funds and
 - 1.4.2. Council resolves to approve an unbudgeted spend of \$247,388 to the Carnegie project

2. Background

Carnegie Building

- 2.1. The Carnegie Building is a cornerstone in Hokitika as a cultural and visitor hub and is widely viewed as a highly valued asset by the community. It stood as a free Public Library in Hamilton Street since 1908 and was serving as a Museum and Art Exhibition Centre since it closed in December 2019. The Carnegie Building Earthquake Strengthening Project is being implemented by the Council for the good of the community. Its seismic upgrade will enable it to resume its museum function and thus reopen to the public.
- 2.2. There have been a number delays and challenges over the last few years to the project both due to COVID-19, supply issues, changes in engineering design etc that have contributed to increasing costs
- 2.3. Summary of financial contribution to date:

		Funding
WDC Income Source		
WDC - Major District Initiative Funding	\$	500,000.00
Lottery Environment & Heritage Grant	\$	500,000.00
WDC - Resolution 25 July 2019	\$	392,391.00
Plus 10% contingency	\$	39,239.10
Sub Total	\$	1,431,630.10
Culture & Heritage	\$	794,830.00
Additional \$200K in LTP	\$	200,000.00
Development West Coast Funding	\$	-
Total Budget	\$	2,426,460.10

Better Off Funding

- 2.4. As part of the 3 Waters Reform Westland District Council was allocated \$11.15M which was split into two tranches of \$2.79M (Tranche 1) followed by \$8.36M (Tranche 2) which becomes available in July 2024.
- 2.5. Westland District Council adopted the current “Better Off Funding” Tranche One allocation in December 2022, with 73 individual projects spread across Westland receiving funding. These funding allocations were separated into five different portfolios based on the following table:

Category	Value
Township Improvements	\$690,000
Community Funding	\$500,000
Community Halls	\$900,000
Culture & Heritage	\$500,000
Community Resilience	\$200,000

3. Current Situation

3.1. Carnegie Building

- 3.2. The reason the report has come before the Council is due to the Joseph & Associates Ltd Carnegie Building Budget Status Report indicating the Carnegie Strengthen project has experienced greater than expected project costs due to project variations required.
- 3.3. The current situation is following a detailed full review of the Carnegie strengthen project financial costs to date and an update of estimate costs to complete has now been undertaken. Westland District Council has become aware the forecasted costs until completion will result in a project deficit of \$507,388.24.
- 3.4. Current project costs:

	Amount (Excluding GST)
Allocated Funding	\$2,426,460.10
Committed Costs	\$2,933,848.34
Approved Claims	\$2,605,888.71
Forecast of Final Cost	\$2,933,848.34
Funding Deficit	\$507,388.24

- 3.5. Primary justification for increased costs are to do with the Parapet works. The parapet and associated plaster works below the parapet were not part of the original scope of this project however these were necessary because the original parapet had substantially deteriorated and were a significant cause of water ingress and beyond repair to meet current seismic design requirements. It was deemed practical to

do this work at the time whilst scaffolding was already in place around the building. Considerable cost would have been incurred to dismantle the scaffolding at the time and re-erect it later on.

3.6. Overall, had the Parapet work not been undertaken then this project would likely have been completed within the allocated funding however, water ingress issues would have continued.

3.7. See Appendix 1 for further details

Better Off Funding

3.8. Westland District Council adopted the current Better Off Tranche One Funding in September 2022, with 73 individual community projects spread across Westland receiving funding. These funding allocations were separated into five different sections. One being the Community Halls. This section allocation concentrated on the upgrade of community halls in Westland. The total funding allocation total was \$900,000.

3.9. Council staff have reviewed the projects within the Community Halls Budget and have identified a number of project tasks that could be deferred until Tranche 2 funding (from 1st July 2024). This equates to approximately \$260,000

4. Options

4.1. Option 1: To reallocate part of the Three Waters Reform, Better Off, Tranche one, Community Hall funding (\$260,000) to Carnegie strengthen project. Westland District Council to cover cost of remaining project deficit of \$247,388.24.

4.2. Option 2: Council loan fund the full deficit

4.3. Option 3: Do nothing

5. Risk Analysis

5.1. Risk has been considered and the following risks have been identified:

- If Westland District Council do not reallocate part of the Better Off, Tranche One, Community Hall funding to the Carnegie Strengthen Project Westland District council risk having to financial cover a \$507,388.24 deficit as opposed to \$247,388.24.
- Council has committed to completing the project and cannot afford to leave the project unfinished at this late stage. This would cause reputational damage and leave the building unutilised.

6. Health and Safety

6.1. Health and Safety has been considered and no items have been identified.

7. Significance and Engagement

7.1. The level of significance has been assessed as being medium as the Community Hall funds will be able to be reallocated to the original proposed projects as a part of the Better Off Tranche Two allocation in July 2024.

7.1.1.No Public consultation is considered necessary at this stage as the project has previously been well supported and the public want to see the project completed.

8. Assessment of Options (including Financial Considerations)

8.1. Option 1: To reallocate part of the Three Waters Reform, Better Off, Tranche one, Community Hall funding (\$260,000) to Carnegie strengthen project. Westland District Council to cover cost of remaining project deficit of \$247,388.24.

8.1.1. The option allows for the project to be completed in full and also reduces the contribution of the rate payer funding

8.1.2. Note that the project is already over budget to the variations required during the later phase of the project

8.1.3. This will also allow the following works to be completed

- Installation of decorative features to parapet;
- Recoating and painting of the roof lantern;
- Painting of the new parapet and repaired exterior walls;
- Installation of fencing around the external air conditioning plant;
- Construction of the exterior accessible parking area, pathway and signage;
- Disestablishment of the site including removal of the scaffolding, site offices, cleaning and make good of grounds.
- All consultants and contractors construction monitoring information, producer statements, warranties and guarantees to be received and issued to the WDC for the approval and issuing of a Code of Compliance.

8.1.4. The following financial implications have been identified:

- Westland District Council will have a reduced deficit to have to cover financially. \$507,388.24 - \$260,000.00 = \$247,388.24. This will be unbudgeted and fully loan funded;
- The community hall projects that have been identified can still proceed if council deems to include them within the Tranche 2 funding of the “Better Off Funding” however will be delayed until the funds becomes available in July 2024.

8.2. Option 2: This has the same output as Option 1 however the ratepayer contributes 100% to the project funding deficit

8.2.1. The following financial implications have been identified:

- Westland District Council will have to fully fund the deficit of \$507,388.24. This will be unbudgeted and fully loan funded;

8.3. Option 3 – do nothing.

8.3.1. Committed costs have already exceeded the allocated budget and this option would mean that the project would result in a deficit to the council.

9. Preferred Option(s) and Reasons

9.1. The preferred option is Option 1

9.2. The reason that Option 1 has been identified as the preferred option is that this options allows Westland District Council to have to financial cover a \$247,388.24 deficit as opposed to a \$507,388.24 deficit. While also ensuring the Better Off, Community Hall funding also gets completed, however just delayed to July 2024.

9.3. The projects variations have been impacted by a number of factors however given the engineering challenges to both strengthening the building but also make right the other fundamental flaws in the existing construction the investment is warranted.

10. Recommendation(s)

10.1. That the report be received.

10.2. That Council reallocate a partial amount of Three Waters Reform, Better Off, Tranche one, Community Hall funding (\$260,000) to the Carnegie Strengthen Project and;

10.3. Council resolves to approve an unbudgeted spend of \$247,388 to the Carnegie project

Scott Baxendale

Group Manager District Assets

Appendix 1: Carnegie Strengthen Project Budget Status Report – Joseph & Associates Ltd

Appendix 2: Better Off Funding Proposal Tranche One – Supporting Document

Appendix 3: Better off Funding Community Halls reallocation costs

Hokitika Carnegie Building

Budget Status Report for Council Meeting 12 April 2023

Prepared for: Westland District Council
By: Joseph & Associates Limited
Date: 6 April 2023



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REVISION HISTORY

Revision	Description	By	Chk	App	Date
A	Draft - For Client Review	EDG	TJ	TJ	05/04/2023
0	Issued	EDG	JW	TJ	06/04/2023

DOCUMENT APPROVAL

	Name	Role	Signature	Date
Author	Euan Gutteridge	Project Director		06/04/2023
Reviewer	Jacob Webber	Senior Quantity Surveyor		06/04/2023
Approver	Tony Joseph	Managing Director		06/04/2023

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APPENDICES

Appendix A: Financial Summary

1 Introduction

The Hokitika Carnegie Building is in the final stage of restoration. The original scope of earthquake strengthening work was completed in 2022 and the work that has been continuing since then has been to address weathertightness issues.

Delays relating to the restoration of the parapet meant that the plastering contractor moved on to another contract. The site was closed until mid-January 2023 and has since recommenced.

The remaining works to be completed are external finishes to the plasterwork at the top of the building, including recoating the columns on the roof lantern. Some of the works are required to resecure mouldings that have become detached from the building and present a safety hazard. At ground level accessible parking and a footpath are to be constructed as well as fencing around the air conditioning plant.

This report has been produced to inform Westland District Council about the funding deficit for the Hokitika Carnegie Building Project.

2 Background

The Carnegie Library Building in Hokitika was one of 18 libraries built in New Zealand with funds provided by the Scottish American philanthropist Andrew Carnegie. Construction started in 1906 and the building was opened on 24 June 1908.

Originally the building was highly ornamented, however all the decorative elements were removed in 1952 to lessen the risk of damage by earthquakes.

The building served as the town's library for 67 years. The Carnegie Building then became the home for the Westland Museum.

Assessments carried out in the 1990s identified that structural condition of the building was poor and not weathertight. Significant repairs would be required to rectify water damage to the building fabric, as well as structural strengthening to give an acceptable standard of life safety and damage control during a severe earthquake.

Reference from Westland District Council Website¹:

In September 2016, an Initial Engineering Report determined that the Carnegie Building was earthquake prone and in need of major seismic strengthening for it to be safe for full-time occupation as a museum and to host museum staff and visitors.

A subsequent peer review of this engineering report revealed that the building was above the 34% National Building Standards (NBS) rating and therefore occupation was acceptable, although lower than the recommended 67% for public buildings.

Timeline:

2018	Construction drawing and engineering design work for the earthquake strengthening work prepared.
2019	A successful tenderer for earthquake strengthening was appointed, however work was delayed while Council applied for external funding to complete work to bring the museum's climate and collection storage up to modern museum standards.
2020	Funding from the Ministry of Culture and Heritage was approved.
April 2021	Final tender for work was awarded to Trademark Construction in April 2021 and work began immediately.
August 2021	Work on pouring the concrete for the foundations started. The perimeter foundations are a critical component of the work required to raise the building up to comply with the current Building Code. Subcontractors Shortcrete poured 67 cubic metres of concrete (supplied by Allied Concrete), and 12 tonnes of reinforcing steel has gone into the foundation cages. The perimeter steel reinforcing cages average 1m deep by 600mm wide spanning the complete perimeter of the buildings main and internal walls.
September 2021	Work on the perimeter foundations of the Carnegie Building was completed, including structurally tying the reinforcing bars through the floor into the foundation concreting.
February 2022	80% of the construction work has been completed. Contractors working on the exterior of the building, restoring the parapets and broken windows, as well as cleaning the building

¹ <https://www.westlanddc.govt.nz/your-council/key-projects/carnegie-building-earthquake-strengthening/>

<i>May 2022</i>	<i>Progress reported:</i> <ul style="list-style-type: none"> • <i>Full installation of new reinforced concrete foundations,</i> • <i>Concrete shear walls installed,</i> • <i>Internal structural steel columns in the interior walls,</i> • <i>Reinforcing the ceiling with a steel diaphragm.</i> • <i>Significant variation work started to emerge with external upgrades consisting of securing the brickwork, removing the parapet to install new framing, replacing some coloured glass in the windows and full cleaning of the building.</i>
<i>December 2022</i>	<i>The remaining variation works to be undertaken are external finishes to the parapet and plasterwork at the top of the building. This includes recoating the columns on the roof. Some of the works are required to re-secure mouldings that have become detached from the building and present a safety hazard.</i>

When the renovation of the Carnegie Building is complete, the Museum staff will focus on reopening the exhibition space.

3 Current Situation

3.1 Work Completed

The following work has been completed to date:

- Closing off the Drummond Hall Entry to protect the current stored collection and isolate the collection store to retain its own security and fire protection.
- Upgrade of the current fire protection system within the Drummond Hall Museum offices and collection store.
- Testing and investigation of the existing concrete, brick and plaster structure.
- Decommission of all existing building services.
- Deconstruction of the internal walls, floors and ceilings to facilitate the installation of the new strengthening elements.
- Removal of all existing plaster to the internal brick walls ready for the concrete sheer wall installation.
- Modification of the existing floor bearers and joists to accommodate the new foundations.
- Excavation alongside of the building foundations for installation of new reinforced concrete foundations. New Foundations have now been fully installed.
- The concrete shear walls have now been fully installed.
- Work has been completed on the structural steel columns to the interior walls.
- The steel diaphragm ceiling and all steel bracing elements have been completed with the framing of the suspended ceiling.
- Exterior works completed include: Helifix brick ties, brick re-pointing, deconstruction of the existing parapet and new framing installed, replacement of the broken coloured glass to windows, clean of the building exterior.
- Installation of plasterboard to all walls and ceilings followed by stopping and painting of the interior linings.
- Second fix, testing and commissioning of all electrical services, lighting, emergency lighting and fire protection.
- Final fix of the environmental control system, testing and commissioning.
- Painting of the exterior woodwork to the window frames and main entry doors
- Strengthening of the four main entry columns are underway with the core drilling proceed ready for the installation of the internal steel reinforcing rods.
- Framing and plastering of the new parapet
- Plaster repairs to external walls below parapet level.

3.2 Work to be completed

The following activities are either in progress or to be completed:

- Installation of decorative features to parapet
- Recoating and painting of the roof lantern
- Painting of the new parapet and repaired exterior walls.
- Installation of fencing around the external air conditioning plant.
- Construction of the exterior accessible parking area, pathway and signage.
- Disestablishment of the site including removal of the scaffolding, site offices, cleaning and make good of grounds.
- All services, electrical, lighting, emergency lighting, fire protection and HVAC have been installed, tested and commissioned.

- All consultants and contractors construction monitoring information, producer statements, warranties and guarantees to be received and issued to the WDC for the approval and issuing of a Code of Compliance.

The Practical Completion Certificate is expected to be issued by 30 April 2023 (subject to weather).

The defect liability period starts with the issuing of the above certificate and will run for a period of 12 months from that date. As such the Final Completion Certificate is anticipated to be issued by 30 April 2024.

3.3 Financial Position

A full review of available funding, project costs to date and update of estimate costs to complete has now been undertaken and total forecast of costs will exceed the allocated funding by \$507,388.24, excluding GST, summarised in the table below:

	Amount (excluding GST)
Allocated Funding	\$2,426,460.10
Committed Costs	\$2,933,848.34
Approved Claims	\$2,605,888.71
Forecast of Final Cost	\$2,933,848.34
Funding Deficit	\$507,388.24

Refer to Appendix A for further details.

4 Discussion

As with many heritage buildings there is a high risk that hidden issues may be discovered requiring unforeseen work to be undertaken at additional cost and this has been the case with the Hokitika Carnegie Building.

A list of the contract costs, including all variations are included in Appendix A, and summarised as follows:

• Variations approved to date:	\$906,451.63
• Variations subject to review and approval	\$23,471.14
• Budget for anticipated variations	\$23,000.00
• Total Variations (excl GST):	\$952,922.77

These variations can be apportioned into the following categories:

• Parapet and associated works:	\$562,893.58
• Strengthening:	\$292,688.67
• External Cladding:	\$205,217.01
• Other items (savings)	-\$107,876.49
• Total Variations (excl GST):	\$952,922.77

The variations associated with the strengthening, external cladding and other items were largely related to the original project scope.

The parapet and associated plaster works below the parapet were not part of the original scope of this project however these were necessary because the original parapet had substantially deteriorated and were a significant cause of water ingress and uneconomical to repair in order to meet current seismic design requirements. It was deemed practical to do this work at the time whilst scaffolding was already in place around the building. Considerable cost would have been incurred to dismantle the scaffolding at the time and re-erect it later on.

Overall, had the Parapet work not been undertaken then this project would likely have been completed within the allocated funding however water ingress issues would have continued.

5 Options

Given the projected budget deficit, we see the following options for consideration by the Council:

5.1 Option 1 – Allocate additional funding

Allocation of additional funding is recommended as the costs to date have exceeded the allocated budget and the restoration work is due to be completed by the end of April 2023.

5.2 Option 2 – Do nothing

Committed costs have already exceeded the allocated budget and this option would mean that the project would result in a deficit to the council.

6 Summary

We have undertaken a full forecast of overall project costs and to reconcile against the available funding.

The table below summarises the current financial position for this project:

	Amount (excluding GST)
Allocated Funding	\$2,426,460.10
Committed Costs	\$2,933,848.34
Approved Claims	\$2,605,888.71
Forecast of Final Cost	\$2,933,848.34
Funding Deficit	\$507,388.24

The parapet work and associated plasterworks below the parapet were not part of the original scope of this project however these were necessary because the original parapet had substantially deteriorated and were a significant cause of water ingress and uneconomical to repair in order to meet current seismic design requirements.

Overall, had the parapet and associated work not been undertaken then this project would likely have been completed within the allocated funding however water ingress issues would have continued.

7. Disclaimer / Limitations

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Appendix A Financial Summary

	Funding
WDC Income Source	
WDC - Major District Initiative Funding	\$ 500,000.00
Lottery Environment & Heritage Grant	\$ 500,000.00
WDC - Resolution 25 July 2019	\$ 392,391.00
Plus 10% contingency	\$ 39,239.10
Sub Total	\$ 1,431,630.10
Culture & Heritage	\$ 794,830.00
Additional \$200K in LTP	\$ 200,000.00
Development West Coast Funding	\$ -
Total Budget	\$ 2,426,460.10

	Original Budget	Revised Budget tbc	Cost To Date	Cost To Complete
Construction Contract - Trademark				
Trademark Contract Value Including PS	\$ 1,554,757.67	\$ 1,554,757.67		
Variations to Date March 2023		\$ 929,922.77		
Anticipated variations		\$ 23,000.00		
Total Cost Including PS/ VO	\$ 1,554,757.67	\$ 2,507,680.44		
Cost to Date (Payment Recommendation 22)	\$ 2,220,107.81	\$ 2,220,107.81		
Cost To Complete	-\$ 665,350.14	\$ 287,572.63		
Total Cost Including PS/ VO	\$ 1,554,757.67	\$ 2,507,680.44	\$ 2,220,107.81	\$ 287,572.63
Retention held	\$ 122,540.36	\$ 122,540.36		
Value of Work Executed	\$ 2,220,107.81	\$ 2,220,107.81		
WDC - Direct Supply				
Security & BC Fees Inspections	\$ 17,000.00	\$ 13,670.78	\$ 13,670.78	\$ -
Consultant Fees				
Total Cost Consultants	\$ 250,108.40	\$ 236,371.68	\$ 195,984.68	\$ 40,387.00
Other Fees - as advised by WDC				
Destination Westland		\$ 19,434.55	\$ 19,434.55	\$ -
Chris Yeats Builders		\$ 8,048.00	\$ 8,048.00	\$ -
Bit & Bytes		\$ 1,666.00	\$ 1,666.00	\$ -
Gurden		\$ 195.00	\$ 195.00	\$ -
Trademark Retention + Other		\$ 72,820.67	\$ 72,820.67	\$ -
Miscellaneous		-\$ 0.10	-\$ 0.10	\$ -
Replace garage door		\$ 1,955.00	\$ 1,955.00	\$ -
Westroads		\$ 1,517.49	\$ 1,517.49	\$ -
2019 cost to date		\$ 84,159.61	\$ 84,159.61	\$ -
Total Other Costs	\$ -	\$ 189,796.22	\$ 189,796.22	\$ -
Total Project Value	\$ 1,804,866.07	\$ 2,933,848.34	\$ 2,605,888.71	\$ 327,959.63
Forecast Final Project Cost		\$ 2,933,848.34		
Less Allocated Funding		\$ 2,426,460.10		
(Over) / Under Spending		-\$ 507,388.24		

Note:

All figures exclude GST

Cost to date as per Information provided by WDC on 30/03/2023

Carnegie Building Hokitika - Main Contract Statement
4-Apr-23



Ref	Scope		Value
1	Excavation		Incl
2	Deconstruction		\$36,547.50
3	Foundations Steel		Incl
4	Foundations Concrete		\$280,629.50
5	Structural - Concrete Steel to walls		Incl
6	Helix to Brickwork		\$26,715.50
7	Structural Steelwork		\$192,556.00
20	Gutter & Downpipes		\$116,102.83
8	Carpentry Linings		\$5,250.00
9	Plumbing & Drainage		\$144,942.00
10	Electrical		\$276,040.00
11	HVAC Humidity Control		Incl
12	Fire Protection		Incl
13	Lighting & Emergency		\$23,247.63
14	Floor coverings	tbc	\$54,269.25
15	Painting Internal	tbc	\$18,300.00
16	Painting External Window Frames & Doors		PS
17	Make Good Existing Plaster (See PS below)		PS
18	Make Good Brick		PS
19	Plaster Roof Level (See PS below)	0	PS
21	Insulation Ceilings		\$6,194.40
22	Windows Putty & Glazing		PS
23	Sealing of Brick & Plaster		PS
24	Paint Roof		PS
25	Civil Works		Incl
26	Testing		Incl
27	Concrete Path Accessible Parking		\$6,192.60
28	Provisional Sums (Refer below)		PS
29	P&G		\$229,770.46
Sub Total			\$1,416,757.67

Provisional Sums

1.1	Make Good External Plaster	\$33,500.00	
1.2	Plaster at Roof Level	\$45,000.00	
1.3	Replaster Areas of Effervescent	\$40,000.00	\$118,500.00
1.4	Glazing Repair	\$8,000.00	minus allowance for brickwork & Scaffold \$32,728.32
1.5	Remove Existing HVAC	\$2,500.00	
1.6	Underfloor Insulation	\$6,000.00	
1.7	Concrete Slab HVAC External	\$3,000.00	
Sub Total		\$138,000.00	
Total Contract Value		\$1,554,757.67	

Carnegie Building Hokitika - Main Contract Statement
4-Apr-23



Variations to Date		Submitted	Anticipated	Total
1.0	Asbestos Test	\$ 228.00		\$ 228.00
2.0	Disconnection and alteration of alarm	\$ 333.45		\$ 333.45
3.0	Scissor lift hire for scoping plaster works	\$ 615.60		\$ 615.60
4.0	Tender issue v Construction	\$ 9,188.16		\$ 9,188.16
5.0	Additional Foundation works as per South Island Shotcret	\$ 56,867.58		\$ 56,867.58
6.0	Additional foundation works as CI008C	\$ 31,556.69		\$ 31,556.69
7.0	Additional wall starters	\$ 2,382.60		\$ 2,382.60
8.0	Surveying and measuring existing parapets	\$ 592.80		\$ 592.80
9.0	Additional works to UC base and toilet framing CI 016	\$ 6,030.52		\$ 6,030.52
10.0	EOT 1-3 CI040	\$ 34,851.20		\$ 34,851.20
11.0	Parapet Replacement	\$ 395,126.76		\$ 395,126.76
12.0	CI 039: revised connection details & foundation as per MS	\$ 3,875.83		\$ 3,875.83
13.0	CI 038A: revised steelwork as per MS-24 & MS-25	\$ 2,850.98		\$ 2,850.98
14.0	Credit contract works not required CI 041	\$ (90,691.76)		\$ (90,691.76)
15.0	Credit contract works not required CI 047	\$ (780.00)		\$ (780.00)
16.0	Suspended ceiling inlieu of direct fix Rondo system with s	\$ 13,871.52		\$ 13,871.52
17.0	Repointing existing red brick	\$ 11,728.32		\$ 11,728.32
18.0	Truss clash ammendments	\$ 4,263.45		\$ 4,263.45
19.0	Column strengthening	\$ 73,085.11		\$ 73,085.11
20.0	Extra details for parapet	\$ 53,683.70		\$ 53,683.70
21.0	Delete plumbing & Drainage / Floor Coverings from contr	\$ (5,000.00)		\$ (5,000.00)
22.0	Psum Glazing to exterior windows	\$ 418.81		\$ 418.81
23.0	Extra P&G Apr - June	\$ 54,000.00		\$ 54,000.00
24.0	WI 022A HVAC Outdoor repositon	\$ 5,226.90		\$ 5,226.90
25.0	Exterior Scaffolding Estimate	\$ 46,824.00		\$ 46,824.00
26.0	WI052 Interior painting credit	\$ (20,040.00)		\$ (20,040.00)
27.0	HVAC Concrete pad	\$ (797.12)		\$ (797.12)
28.0	Roof access walkway CI 51	\$ 4,813.76		\$ 4,813.76
29.0	HVAC Drain to sewer	\$ 2,728.02		\$ 2,728.02
30.0	Provisional Sum - Underfloor insulation	\$ (1,879.03)		\$ (1,879.03)
31.0	Roof repairs & Painting	\$ 13,923.96		\$ 13,923.96
32.0	Provisional Sum - Interior solid plastering	\$ (63,274.58)		\$ (63,274.58)
33.0	Extra P&G 1-31 July	\$ 18,000.00		\$ 18,000.00
34.0	Extra Costs for Internal Scaffolding rental costs	\$ 18,925.43		\$ 18,925.43
35.0	Additional Parapet changes	\$ 12,884.42		\$ 12,884.42
36.0	Extra P&G Costs	\$ 18,000.00		\$ 18,000.00
37.0	Water Egress repair	\$ 4,915.36		\$ 4,915.36
38.0	Additional Strainers and Associated Fittings	\$ 3,062.47		\$ 3,062.47
39.0	Extra P&G Costs 1-30 September	\$ 18,000.00		\$ 18,000.00
40.0	Perspex to Windows WI062	\$ 4,540.62		\$ 4,540.62
41.0	Extra P&G Costs 1-31 October	\$ 8,245.61		\$ 8,245.61
42.0	Extra P&G Costs 1-30 November	\$ 7,698.41		\$ 7,698.41
43.0	Extra P&G Costs 1-31 December	\$ 6,392.23		\$ 6,392.23
44.0	Extra P&G Costs 1-31 January	\$ 8,578.18		\$ 8,578.18
45.0	Extra P&G Costs 1-28 February	\$ 6,004.73		\$ 6,004.73
46.0	Extra P&G Costs 1-31 March	\$ 17,160.53		\$ 17,160.53
47.0	Extra P&G Costs 1-30 April		\$ 12,000.00	\$ 12,000.00
48.0	Protective screens to HVAC	\$ 4,798.83		\$ 4,798.83
49.0	Internal computer cover		\$ 1,000.00	\$ 1,000.00
50.0	Exterior plastering and painting out of scope items	\$ 120,372.60		\$ 120,372.60
51.0	Parapet top plate fixings	\$ 5,738.12		\$ 5,738.12
52.0	Accessible carpark -concrete in lieu of asphalt	-		-
	Other		\$ 10,000.00	\$ 10,000.00
				-
Total Cost to Date Variations		\$ 929,922.77	\$23,000.00	\$ 952,922.77

EOT 1	Structural engineers drawings were not correct for the founds and piles. The design could not be built as it was detailed. RFI 4.7 issued 31/5/21 relating to the above. Engineers reply received 13/7/21. Reply from Engineer took 30 days. Detailing, manufacturing and delivery 30/7/21 (13 days) Total of EOT 1 - 30 Days	\$24,038.40
2	Floor vents. No consideration within the original design. RFI13 issued 25/6/21. Engineers reply received 2/7/21. Reply took 5 days. This makes up part of EOT 1 and is included a	
EOT 2	Covid 19 - L4 Lockdown 18/8/21 to 31/8/21. 10 Days site was closed down, no claim has been made for this period, labour etc. Rental payments during this period for the following items, cost to Trademark. Portacom - Weekly rental Accommodation - House Rental @ \$1,400.00 a	\$Nil \$2,800.00
EOT 3	Structural steel shop drawings - RFI Issued 10/ Engineers final reply received 10/9/21 Total time for engineer to finalise approval of shop drawings 23 days. Note: this did include 10 days of lockdown. Total of EOT 2 - 10 Days	\$8,012.80
Total Cost to Date for EOT Claims		\$34,851.20
Total cost of Other Contract Variations		\$895,071.57
Contract Variations & EOT Claims		\$929,922.77

Contract Scope	\$1,416,757.67
Provisional Sums	\$138,000.00
Original Contract Sum	\$1,554,757.67
Variations	\$929,922.77
Revised Contract Sum	\$2,484,680.44



Westland District Council

Better Off Funding Proposal

Supporting Document

31 October 2022

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1.0 Councils Approach to the Three Waters Reform Proposal

Westland District Council propose to utilise the first tranche of Better Off Funding towards 73 individual projects spread across the Westland District. While some of the projects in our portfolios are new, others are projects that Council have already identified but could do sooner, or better, with the additional funding. Councils vision for the first allocation of Better Off Funding is to provide equal distribution of funding across the district to benefit and make a difference to multiple communities.

Through a series of workshops, Council expressed the desire to provide immediate benefit to a large portion of our community that recognises the share scale of the Westland District. It was agreed that this could be achieved through the first tranche of funding by allocating funding to multiple projects of a smaller cost and nature. The second tranche of funding, while still to be allocated, leans itself toward a small amount of projects with greater cost.

The Programme of Expenditure comprises 73 individual projects and initiatives as identified below. Project management fees have been calculated at 6.5% and contingency fees have been calculated at 7.1% of the total project cost and are inclusive of GST.

Portfolio	Total Project Cost
Community Funding	\$ 500,000
Community Halls	\$ 900,000
Community Resilience	\$ 200,000
Culture and Heritage	\$ 500,000
Township Improvements	\$ 690,000
Grand Total	\$ 2,790,000

Figure 1. Portfolio of Funding Allocation inclusive of GST

Portfolio	Contingency	Project Management
Community Funding	\$ 50,708.65	\$ 50,708.65
Community Halls	\$ 53,749.99	\$ 53,749.99
Community Resilience	\$ 805.00	\$ -
Culture and Heritage	\$ 22,400.00	\$ 55,000.00
Township Improvements	\$ 55,200.00	\$ 41,400.00
Grand Total	\$ 182,863.64	\$ 200,858.64

Figure 2. Portfolio Contingency and Project Management Cost

2.0 Breakdown of Portfolios

To streamline the application for funding and future project management, Council have grouped individual projects into 5 portfolios. Each project has been assigned to a portfolio based on the overarching criteria and conditions as identified in the Guide to the Better Off Package Funding for Local Authorities. Responsibility for oversight and implementation of each portfolio of projects is assigned to the relevant function manager, with project management carried out by an internal or external party.

In some instances, and where appropriate, individual projects such as those within the Community Funding Portfolio will be managed by the respective approved community group/organisation. Formal agreement with each community group and or organisation will be put in place to ensure alignment on project milestones, reporting and draw down of funding. The overarching responsibility of the individual project outcomes including monthly reporting resides with the Portfolio Manager.

Portfolio/Project	Total Project Cost*
Community Funding	\$ 500,000
Community Civil Defence Hub	\$ 14,593
Completion of Bruce Bay Community Hall Safety Projects	\$ 46,035
Development of Community Resilience Plan	\$ 43,633
Development of Stage 2 Civil Defence Plan	\$ 22,944
Gentle Annie Track Extension	\$ 29,115
Indoor Arena Surface	\$ 57,234
Lazar Park Hall Upgrade	\$ 103,628
Memorial Garden Space	\$ 3,680
Ross Civil Emergency Hub	\$ 24,559
Supply and Installation of Civil Defence Infrastructure	\$ 78,882
Supply and Installation of Indoor Arena Electrical Materials	\$ 35,733
Supply of Community Resilience Container	\$ 39,964
Community Halls	\$ 900,000
Boys Brigade Hall Upgrade	\$ 44,290
Civil Defence Welfare Centres (various)	\$ 81,879
Greypower Hall Upgrade	\$ 45,426
Hall Restoration	\$ 127,970
Hall Restoration	\$ 51,860
Hall Upgrade	\$ 233,319
Hokitika Regent Theatre Exterior Maintenance	\$ 88,580
Kokatahi Hall Upgrade	\$ 46,334
Kowhitirangi Hall Upgrade	\$ 44,290
Kumara Hall Civil Defence Assessment	\$ 56,782
Ross Hall Asbestos Removal	\$ 65,300
Supply and Installation of Water Tanks	\$ 11,356
Woodstock Hall Upgrade	\$ 2,612
Community Resilience	\$ 200,000
Community Emergency Communication Kits (x18)	\$ 200,000
Culture and Heritage	\$ 500,000
2023 Westland Anniversary Expanded Legacy Digital Initiative	\$ 200,000
Hokitika Regent Theatre Upgrade	\$ 36,000
Hokitika Town Clock Tower Feasibility Study	\$ 15,000
Interpretation Panels for Westland Heritage and Cultural Sites	\$ 69,000
Westland Industrial Heritage Park Upgrade	\$ 180,000
Township Improvements	\$ 690,000
Footpath Extension	\$ 465,827
Pram Crossing	\$ 79,933
Raised Platform	\$ 144,240
Grand Total	\$ 2,790,000

Figure 3. Breakdown of Portfolio Funding Allocation

*Total Project Cost includes contingency and project management cost and is exclusive of GST

3.0 Project Allocation Methodology

3.1 Township Developments

The allocation of funding towards township development includes the installation and upgrade of several footpaths, pram crossings and raised platforms. Funding has been shared around the Westland District in line with the Council's intention to equally allocate the first tranche of funding district wide.

Individual project sites were identified from recent field inspections and prioritised by the level of pedestrian importance i.e., around schools, central business districts and aged care facilities. Footpath extensions were prioritised by the greatest benefit to pedestrian linkages i.e., linking a footpath to a destination. Each of these projects were evaluated by Councillors and approved on the greatest positive impact on the community.

The installation of the footpaths, pram crossings and raised platforms promote inclusiveness, accessibility and encourage a wider range of modal choice.

Improvement Type	Location					Total
	Franz Josef	Haast	Hokitika	Kumara	Ross	
Footpath extension		1	1			2
Pram crossing	2		7	2		11
Raised platform			6		2	8
Total	2	1	14	2	2	21

Figure 4. Improvement type by location (Township Improvements)

Project	Project Cost
Footpath Extension	\$ 465,827
Haast	\$ 89,688
Improvements to pedestrian linkages within Haast Village	\$ 89,688
Hokitika	\$ 376,139
Improvements to Pedestrian & Cycleway linkages within Hokitika Township.	\$ 376,139
Pram Crossing	\$ 79,933
Franz Josef	\$ 8,089
Pedestrian safety improvements for Wheelchair and low vision use	\$ 8,089
Hokitika	\$ 42,178
Pedestrian safety improvements for Wheelchair and low vision use	\$ 42,178
Kumara	\$ 29,666
Pedestrian safety improvements for Wheelchair and low vision use	\$ 29,666
Raised Platform	\$ 144,240
Hokitika	\$ 126,240
CBD Traffic calming & Pedestrian Safety for Wheelchair and low vision use	\$ 99,240
Pedestrian safety improvements for Wheelchair and low vision use	\$ 27,000
Ross	\$ 18,000
Pedestrian safety improvements for Wheelchair and low vision use	\$ 18,000
Grand Total	\$ 690,000

Figure 5. Project Scope by cost (Township Improvements)

3.2 Community Funding

Council have allocated \$500,000 of Better Off Funding towards contestable community grants that meet the current and future needs of the Westland community. Projects were evaluated and approved by the Westland District Council on the basis that the project or service fits with one or more of the criteria set out in the funding agreement. Evidence of need, planning, budgets, and accounts were required as part of the application process and will be part of the project management going forward. All projects allocated to a community group are to be managed by an approved project manager and will require submission of an approved project plan by July 2023 to ensure funding is utilised in an appropriate time frame.

Where community groups have applied for funding for larger projects where the Better Off Funding will not cover the total project cost, groups will need to show how they will attract and secure funding from other agencies and charities outside of Council or can fund a significant amount of the project themselves. Project plans must still be submitted and approved by Council by July 2023.

Project	Project Cost
Bruce Bay	\$ 46,035
Bruce Bay Community Hall Inc	\$ 46,035
Completion of Bruce Bay Community Hall Safety Projects	\$ 46,035
Fox Glacier	\$ 3,680
Fox Glacier Memorial Aboretum	\$ 3,680
Memorial Garden Space	\$ 3,680
Hari Hari	\$ 22,944
HariHari Civil Defence Group	\$ 22,944
Development of Stage 2 Civil Defence Plan	\$ 22,944
Hokitika	\$ 240,228
Lake Kaniere Community Association	\$ 43,633
Development of Community Resilience Plan	\$ 43,633
Lions Club	\$ 103,628
Lazar Park Hall Upgrade	\$ 103,628
West Coast Riding for the Disabled Inc	\$ 92,967
Indoor Arena Surface	\$ 57,234
Supply and Installation of Indoor Arena Electrical Materials	\$ 35,733
Kumara	\$ 69,079
Kumara Community Association	\$ 29,115
Gentle Annie Track Extension	\$ 29,115
Kumara Memorial Hall	\$ 39,964
Supply of Community Resilience Container	\$ 39,964
Otira	\$ 14,593
Otira Responsible Community Association Board	\$ 14,593
Community Civil Defence Hub	\$ 14,593
Ross	\$ 24,559
Ross Community Society Inc	\$ 24,559
Ross Civil Emergency Hub	\$ 24,559
Whataroa	\$ 78,882
Whataroa Community Association	\$ 78,882
Supply and Installation of Civil Defence Infrastructure	\$ 78,882
Grand Total	\$ 500,000

Figure 6. Project Location by Community Group and Cost

3.3 Community Halls

The Westland District have a significant amount of welfare and recreation centres across the district that receive funding through rates, community grants and other funding opportunities. These halls are operated by hall committees made up of local volunteers and are used for several community events, including meetings and functions, and can be hired out to the public. Many of these halls are 40-100+ years old and are the result of local community fundraising efforts. To ensure we continue to meet current and future demand for our facilities, many require major investment to comply with regulatory and health and safety requirements.

All community centres across the Westland District were assessed by urgency of work to meet health and safety requirements, emergency response, and community accessibility. The halls which have had recent work completed and require a significant amount of seismic and structural integrity work have been set aside for tranche 2 funding.

Project	Project Cost
Bruce Bay	\$ 41,661
Hall Restoration	\$ 41,661
Installation of rear entrance	\$ 41,661
Fox Glacier	\$ 29,186
Hall Upgrade	\$ 29,186
Installation of disability access and design for ceiling condensation fix	\$ 29,186
Franz Josef	\$ 179,432
Hall Upgrade	\$ 179,432
Seismic Assessment, Temporary Propping, Bathroom Improvements, Concept Design for new Hall	\$ 179,432
Haast	\$ 86,309
Hall Restoration	\$ 86,309
Stormwater, electrical, seismic assessment and options report	\$ 86,309
Hari Hari	\$ 11,697
Hall Upgrade	\$ 11,697
Heat pump drain, fix spouting, investigate ceiling ventilation, tighten roofing screws, seal and rivit ridging laps.	\$ 11,697
Hokitika	\$ 260,176
Boys Brigade Hall Upgrade	\$ 44,290
Seismic Assessment, Generator	\$ 44,290
Civil Defence Welfare Centres (various)	\$ 81,879
Conduct Seismic Assessments as required to validate suitability	\$ 81,879
Greypower Hall Upgrade	\$ 45,426
New windows and curtains, new sliding door	\$ 45,426
Hokitika Regent Theatre Exterior Maintenance	\$ 88,580
Exterior maintenance: Walls, windows, doors, spouting, downpipes, roller door, External painting (wash and paint).	\$ 88,580
Kokatahi	\$ 46,334
Kokatahi Hall Upgrade	\$ 46,334
Seismic Assessment, Electrical Board, Heating (if budget allows)	\$ 46,334
Kowhitirangi	\$ 44,290
Kowhitirangi Hall Upgrade	\$ 44,290
Assist in shortfall from Lotteries funding	\$ 44,290
Kumara	\$ 56,782
Kumara Hall Civil Defence Assessment	\$ 56,782
Seismic Assessment, Options Report	\$ 56,782
Okuru	\$ 51,860
Hall Restoration	\$ 51,860
Hot water, stormwater, cladding and seismic assessment	\$ 51,860
Ross	\$ 65,300
Ross Hall Asbestos Removal	\$ 65,300
Removal of asbestos cladding	\$ 65,300
Waitaha	\$ 11,356
Supply and Installation of Water Tanks	\$ 11,356
Balance needed for Water Tanks	\$ 11,356
Whataroa	\$ 13,003
Hall Upgrade	\$ 13,003
Handrail, Lighting, Storage	\$ 13,003
Woodstock	\$ 2,612
Woodstock Hall Upgrade	\$ 2,612
Zip	\$ 2,612
Grand Total	\$ 900,000

Figure 7. Community Halls project by project cost

3.4 Culture and Heritage

Council have allocated \$500,000 towards several culture and heritage projects to give recognition to the benefits to be gained from a sense of place and provide connection with our past. These projects have been identified previously through both public consultation, public identification of need and as a response to the announcement of the Better Off Funding. Each project brings together the various cultural activities and the significance of culture to the Westland District and New Zealand.

Each project includes initiatives and features that are significant to the Westland District and will significantly enhance the understanding of Westlands past while encouraging a wider mix of communities to take part in the celebration of Westlands stunning landscapes rich with stories. Some projects have been identified by the need to collect, preserve, and share the broad and multi-faceted history of Westland and provide a diverse culture and heritage experience to those who visit the Westland District.

Project	Project Cost
Hokitika	\$ 500,000
<ul style="list-style-type: none"> 2023 Westland Anniversary Expanded Legacy Digital Initiative <ul style="list-style-type: none"> Augmented reality application or location-based beacon heritage experience recreating the historic Hokitika Wharf Fixed term Event Coordinator and Project Manager Event seed funding for 2023 Community Events throughout Westland Event program and advertisement 	\$ 200,000
<ul style="list-style-type: none"> Hokitika Regent Theatre Upgrade <ul style="list-style-type: none"> Exterior building lighting Main auditorium LED lighting and display Interpretation panels 	\$ 36,000
<ul style="list-style-type: none"> Hokitika Town Clock Tower Feasibility Study <ul style="list-style-type: none"> Engineering Inspection Report 	\$ 15,000
<ul style="list-style-type: none"> Interpretation Panels for Westland Heritage and Cultural Sites <ul style="list-style-type: none"> 21 individual heritage and cultural interpretation panels 	\$ 69,000
<ul style="list-style-type: none"> Westland Industrial Heritage Park Upgrade <ul style="list-style-type: none"> Boatshed building and display elements Heavy machinery display and storage building 	\$ 180,000
Grand Total	\$ 500,000

Figure 8. Culture and Heritage Project by Location and Cost

3.5 Community Resilience

Council have allocated \$200,000 towards 18 individual community emergency communication kits across the Westland District. The allocation of the communication kits to each community was based on the vulnerability of the community and the existing alternate communication in the community. This overlaid with vulnerability and likelihood of power outage and lack of cell phone coverage highlighted the most exposed communities. Given the isolation of most communities in the Westland District, the allocation of Better Off Funding to community resilience will see a significant amount of these communities given the tools to communicate across the three West Coast districts in the event of a civil defence emergency.

Each communication kit includes multiple tools of communication type including VHF radio and satellite phone which will strengthen community resilience and create adaptable, flexible, strong, and well-resourced communities.

Communication Kit Type and Location	Cost
⊞ Rapid deployment and communication kit	
Fox Glacier	\$ 8,730
Franz Josef	\$ 8,730
Hari Hari	\$ 8,730
Hokitika	\$ 30,144
Okarito	\$ 8,730
⊞ Rapid deployment kit, communication kit and satellite phone	
Bruce Bay	\$ 10,110
Haast	\$ 10,110
Kumara	\$ 10,110
Okuru	\$ 10,110
Waitaha	\$ 10,110
Whataroa	\$ 10,110
⊞ Rapid deployment kit, communication kit, VHF communication	
Otira	\$ 11,230
Rapid deployment kit, communication kit, VHF communication and	
⊞ satellite phone	
Arahura	\$ 12,610
Kokatahi	\$ 12,610
Kowhitirangi	\$ 12,610
Lake Kaniere	\$ 12,610
Ross	\$ 12,610
Grand Total	\$ 200,000

Figure 9. Community Resilience Funding Allocation

3.6 Funding Percentage by Ward

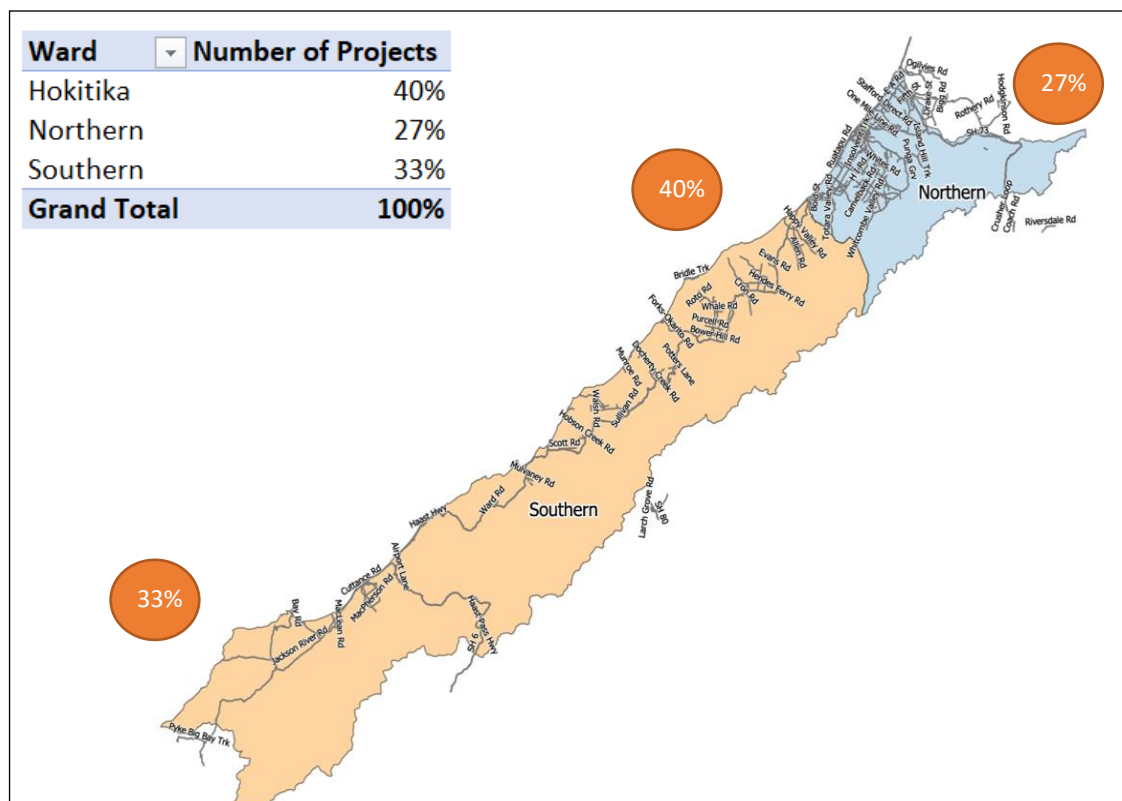


Figure 10. Funding allocation percentage by electorate ward

3.7 Funding Allocation by Ward

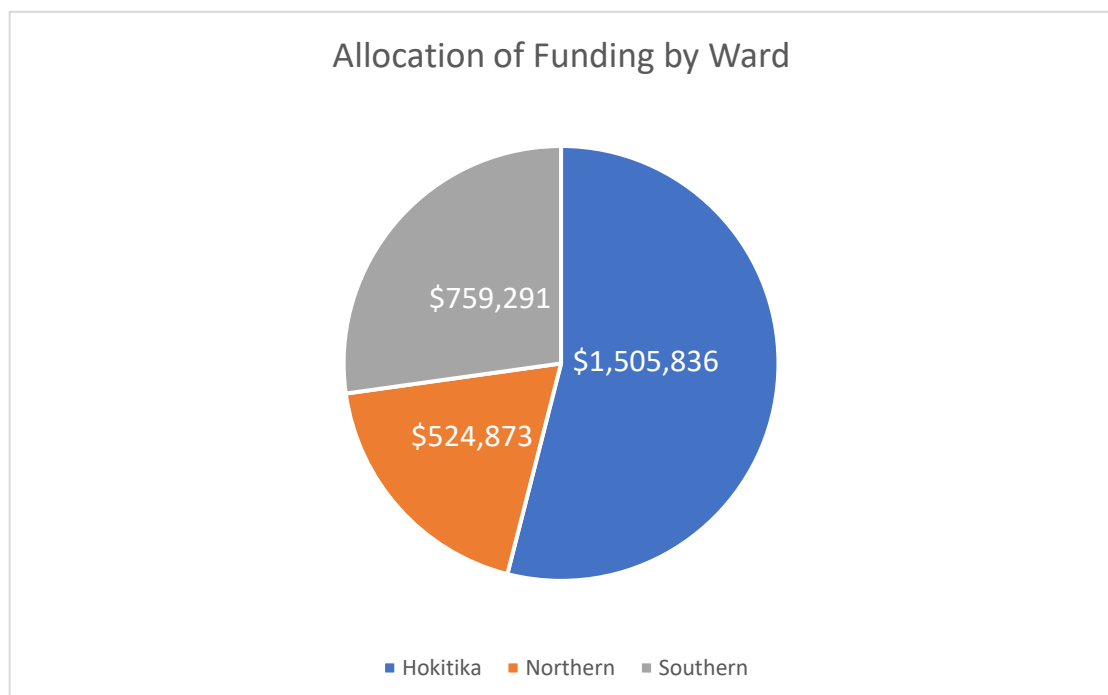


Figure 11. Funding by electorate ward

3.8 Funding Count by Location

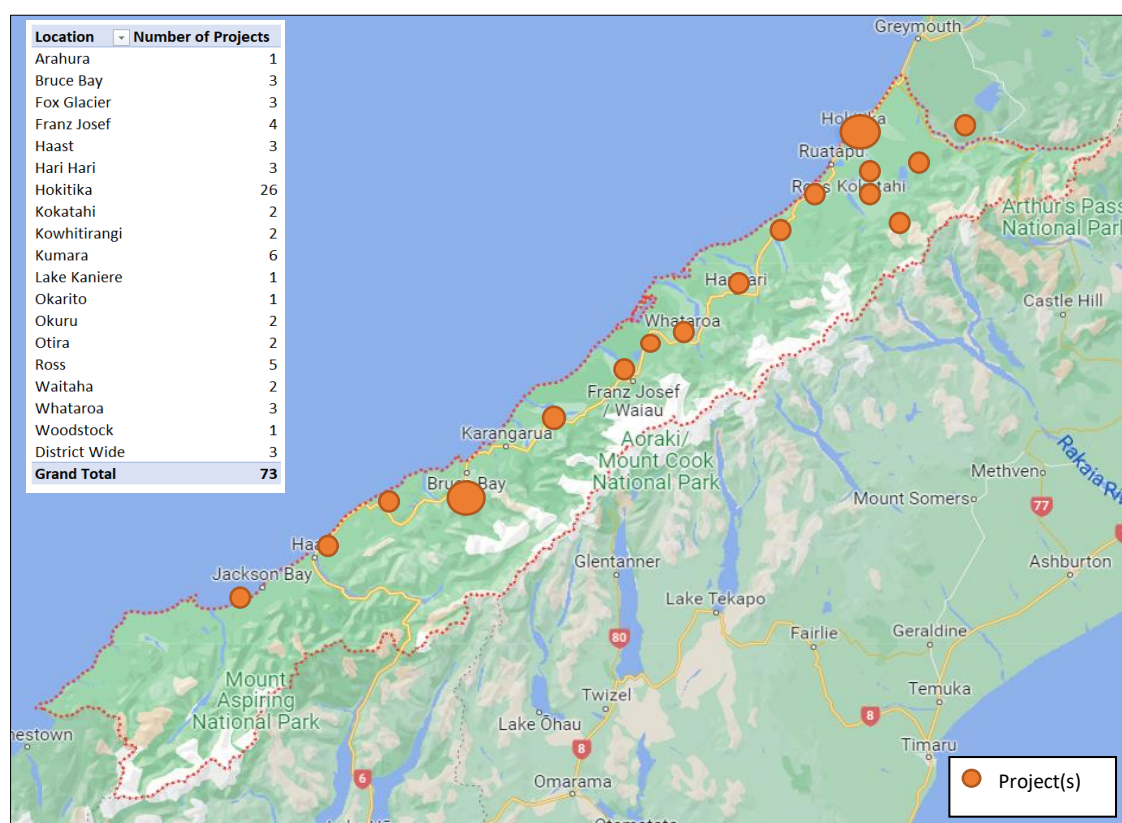


Figure 12. Funding count by location

4.0 Portfolio Completion Risks

4.1 Supply Chain Issues

Global and domestic supply of materials may impact the identified portfolios of work. This situation presents a cost certainty risk to Council and contractors in terms of significant cost fluctuations and exacerbation of supply chain issues such as productivity due to illness or isolation requirements. This presents risk to both Council and contractors in areas such as cash-flow projection, project delay, disruption, or postponement and consequently project completion. To mitigate this risk, Council will encourage and foster an open and transparent dialogue and collaboration between Council, Project Managers, and supply chain partners to reduce the cost and resource uncertainty.

4.2 Cost Increase

Consequential to supply chain difficulties is the risk of increases in project costs over and above the budget initially set. To mitigate this risk Council have based each portfolio and project cost on current material and resource cost from several contractors and suppliers and will apply standard procurement practice. A project plan will be developed for each portfolio that aligns on deliverables, scope, and schedule and outlines clear project parameters that are communicated with all stakeholders. Regular check-ins with stakeholders will be held to review budget and anticipate any unforeseen project needs.

4.3 Time Risk

Project schedule risk has been highlighted as a potential risk that may see projects taking longer than expected and extending over the Better Off Funding time availability. The approach to managing this risk is to allocate an overestimate of time needed to complete

projects in the planning phase and build in time contingency. Project management software will be used for all projects including development of a project schedule using a Gantt chart and a project lifecycle. This will allow project managers to dynamically adapt to time risk and create clarity around any delays and dependencies between work.

4.4 Social and Political Influence

Each of the 73 individual projects have been reviewed and approved by the previous elected Westland District Council as at mid-2022. Westland District Council is now governed by a significant number of newly elected officials which subsequently raises the risk of projects being re-scrutinized against vacillating public opinion and unexpected changes in strategy. All projects identified to be funded by the Better Off Funding have been formally approved and agreed by the elected Council. There is no scope for the newly elected Council to review or re-prioritise the approved projects, this includes communication of the timeline for applications and utilization of the funding

5.0 Programme Expenditure Details

Given the small rating base and nature of Westland District Council, Council cannot carry the expenditure cost for each portfolio and require funding to be provided as indicated from milestone 2 for each portfolio.

5.1 Community Funding

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval - Community Funding	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$50,000
3.	Project Manager Assigned by Community Group	20 January 2023	\$100,000
3.	Development of Project Plans	9 February 2023	\$100,000
4.	Signing of Agreements with Community Groups	20 March 2023	\$50,000
6.	Start of Construction/Installation	15 June 2023	Nil
7.	Construction Progress Reporting	14 July (monthly)	\$100,000
8.	Project Completion	December 2023	\$100,000
	TOTAL		\$500,000

5.2 Community Halls

	Expenditure Programme/Project Milestone (Including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval - Community Halls	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$20,000
3.	Project Manager assigned to individual projects	20 February 2023	\$200,000
5.	Development of Project Plans	20 February 2023	Nil
5.	Procurement of contract works	10 April 2023	\$200,000
6.	Start of Construction/Installation	15 May 2023	Nil
7.	Construction Progress Reporting	14 June (monthly)	\$380,000
8.	Project Completion	December 2024	\$100,000
	TOTAL		\$900,000

5.3 Township Improvements

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Township Improvements	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$69,000
3.	Project Manager assigned to individual projects	20 February 2023	\$100,000
5.	Development of Project Plans	20 February 2023	\$
5.	Procurement/Tendering of contract works	10 April 2023	\$100,000
6.	Start of Construction/Installation	1 May 2023	Nil
7.	Construction Progress Reporting	1 June 2023 (monthly)	\$201,000
8.	Project Completion	March 2024	\$220,000
	TOTAL		\$690,000

5.4 Community Resilience

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Community Resilience	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$20,000
5.	Procurement of Equipment	20 February 2023	\$180,000
6.	Start of Construction/Installation	1 May 2023	Nil
7.	Construction Progress Reporting	1 June 2023 (monthly)	Nil
8.	Project Completion	March 2024	Nil
	TOTAL		\$200,000

5.5 Culture and Heritage

	Expenditure Programme/Project Milestone (including a description of how the milestone is identified)	Estimated Completion Date	Estimated costs (NZD \$)
1.	Council Portfolio Approval – Culture and Heritage	22 September 2022	Nil
2.	DIA Project Approval	20 December 2022	\$50,000
3.	Project manager assigned to individual projects	20 February 2023	\$100,000
5.	Development of Project Plans	20 February 2023	Nil
5.	Procurement/Tendering of contract works	10 April 2023	\$100,000
6.	Start of Construction/Installation	1 May 2023	\$100,000
7.	Construction Progress Reporting	1 June 2023 (monthly)	\$150,000
8.	Project Completion	March 2024	Nil
	TOTAL		\$500,000

6.0 Wellbeing Assessments

6.1 Township Improvements

Programme Title	Township Improvements			
Project/Initiative (if applicable)	Footpath extensions, pram crossings and raised platforms			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low- emissions economy.		Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural Wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Pedestrian networks are inclusive and accessible to those living with disabilities.	Increase in footpath condition rating score. Increase in tactile crossing installations. Increase in mobility device compatible crossing points.		Establishment of a Walking and Cycling Committee consisting of several stakeholders from community. Committee report back to Council on internal reviews through the Walking and Cycling Subcommittee.	
Encouraging more active mode use of the pedestrian and cycle network.	Increase in network length and improvements to network connectivity.		Annual achievement report on network improvements.	
Improvements to modal choices within the transport network	Internal review by Walking and Cycling Committee		Report to Council from Walking and Cycling Subcommittee.	

6.2 Community Funding

Programme Title	Community Funding			
Project/Initiative (if applicable)	<p>Lions Club Lazar Park Hall upgrade – providing recreational amenities, including a commercial kitchen, hall, toilets and meeting spaces, structural integrity survey</p> <p>West Coast Riding for the Disabled – Indoor Arena Surface</p> <p>West Coast Riding for the Disabled – Supply and installation of Indoor Arena Electrical Materials</p> <p>Kumara Junction – Gentle Annie Track Extension</p> <p>Fox Glacier Memorial Arboretum – Develop reflective garden space for community and visitors</p>			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Social Wellbeing	<p>Number of Infrastructure in place</p> <p>Improved use of facilities</p>		<p>Media releases of completion of projects that show improved infrastructure in place</p> <p>Recipients report to Council on improved use of facilities and improvements in community wellbeing, and social connection</p>	
Economic Wellbeing	<p>Improved visitor and/or participant numbers</p> <p>Lions Club – increased revenue from buildings</p>		<p>Improved use of facilities</p> <p>Lions Club – improved funding streams returned to community</p>	

6.3 Community Resilience

Programme Title	Community Resilience				
Project/Initiative (if applicable)	Supply of 18 Communication Kits to Community Groups				
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.		Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.		Criteria 3: Delivery of infrastructure that support improvements in community well-being.
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing		Environmental wellbeing	Cultural Wellbeing
Wellbeing Outcomes					
Outcome	How Outcome will be Measured			How Outcome will be Monitored/Reported	
Enhanced community communications (ability to communicate during and after a civil defence emergency)	Increase in frequency of communication with community groups during a civil defence emergency and testing			Council liaises with community groups and through community engagement survey to ascertain effectiveness of communication kits	
	Number of successful communications with community groups during testing and events			Regular testing of communication kits to ascertain working condition	
				Increased signs of preparedness	

6.4 Community Halls

Programme Title	Community Halls			
Project/Initiative (if applicable)				
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Improved infrastructure of town halls / community facilities Leading to: Increased life of town halls / community facilities Improved health & safety Greater functionality Better able to respond to emergencies In turn, this will lead to: Increased activity at town halls / community facilities More people using town halls / community facilities Greater community resilience Increased safety And this will result in: An increase in wellbeing and social cohesion	When tranche 1 work is completed at a town hall / community facility, the committee and/or community of use will complete a survey which asks what relevant outcomes have been and/or will be met by the work completed and/or (where tranche 1 work is in preparation for tranche 2) is expected to be met by completed works.		Survey results will be collated and supplied along with financial information for each funding drawdown.	

Programme Title	Culture and Heritage Westland Regeneration Projects			
Project/Initiative (if applicable)	Westland projects and initiatives that support the regeneration of art, culture, and heritage in Westland District			
Better Off funding criteria (select as many that apply)	Criteria 1: Supporting communities to transition to a sustainable and low-emissions economy.	Criteria 2: Delivery of infrastructure and/or services that enable housing development and growth.	Criteria 3: Delivery of infrastructure that support improvements in community well-being.	
Wellbeing Area (select as many that apply)	Social wellbeing	Economic wellbeing	Environmental wellbeing	Cultural wellbeing
Wellbeing Outcomes				
Outcome	How Outcome will be Measured		How Outcome will be Monitored/Reported	
Increased visitations and revenue to Westland heritage, art, and cultural institutions	Monitoring visitor admission numbers and revenue to programme funded applicants.		Yearly visitation data from programme funded applicants Yearly revenue reports from programme funded applicants	
Increased opportunities that provide Westland communities with an ability to access a wide range of media such as cultural institutions and places for information, learning and pleasure. This includes Westland located; Archives, historic places, theatres, heritage centres and museums.	Active protection of Westland history by interpreting our communities past and linking them to who they are today and to their future.		Yearly visitor numbers (including online) to heritage, art and cultural facilities and institutions located in Westland. Westland visitation data provided annually by Development West Coast	
Increased participation in recreation, creative and cultural events and activities.	Tracked attendance to programme funded events and activities. All events and activities will provide appropriate hashtags for attendees to use on their		Attendance numbers to programme funded events and activities	

	social media postings, stories and live streams about the event or activity.	Social media postings and trends that identify programme funded events and activities
Greater connection between cultural outcomes of programme funded initiatives with the environment.	The promotion and deeper understanding of sense of place by programme funded applicants.	<p>Yearly reports from programme funded applicants identifying their project's initiatives to lower their carbon footprint</p> <p>Yearly report that identifies mechanisms that programme funded applicants have incorporated in to their services. These mechanisms must demonstrate the intrinsic relationship between the environment and culture/heritage/art. These mechanisms must also promote the advocacy of protecting and respecting this relationship.</p>

7.0 Iwi Engagement and Consultation

Council recognises the importance of effective, efficient, and inclusive engagement with our local Iwi that is reflective of our consideration and inclusion of Maori perspectives and cultural values. The Westland District Council foster an ongoing relationship and formal partnership between Council and Te Rūnaka o Ngāti (Kāti) Waewae and Te Rūnaka o Makaawhio that outlines our rules of engagement including partnership objectives, principles, expectations, and deliverables. This partnership fostered the engagement with our local Iwi on Westland District Councils proposal for the allocation of Better Off Funding and took form through a series of Council Workshops and meetings.

Te Rūnaka o Kāti Waewae is the mandated representative body of Kāti Waewae. The Rūnanga is a non-profit incorporated society with charitable status. It administers the iwi estates and assets within its Takiwā. The takiwā (boundaries) of Te Rūnaka o Kāti Waewae is centred on Arahura and Hokitika and extends from the north bank of the Hokitika River to Kahuraki (Kahurangi) and inland to the Main Divide together with a shared interest with Te Rūnaka o Makaawhio in the area situated between the north bank of the Puerua River and the south bank of the Hokitika River.

Te Rūnaka o Makaawhio (TROM)

TROM is the entity representing Ngāti (Kāti) Māhaki ki Makaawhio, hapū (sub-tribe) of Ngāi (Kāi) Tahu based in the southern half of Te Tai o Poutini. It has legal identity both as an incorporated society (Est. 1988) and under the Te Rūnanga o Ngai Tahu Act 1996 as one of its 18 constituent Papatipu Rūnanga.

The boundaries (takiwā) of Te Rūnaka o Makaawhio is centred at Makaawhio and extends from the south bank of the Puerua River to (Poipoitahi) Piopiotahi and inland to the Main Divide together with a shared interest with Te Rūnaka o Kāti Waewae in the area situated between the north bank of the Puerua River and the south bank of the Hokitika River.

Ngāi (Kāi) Tahu has developed a unique organisational structure based on innovative legislation to ensure it can act and speak as a single entity. This structure known as Papatipu Rūnanga ensures the organisation can perform effectively and that the views of its members are heard and acted upon. Papatipu Rūnanga exist to uphold the mana of their people over the land, the sea and the natural resources. Each of 18 Papatipu Rūnanga appoints a tribal member to represent its interests at Te Rūnanga o Ngāi Tahu, the governing council overseeing the tribe's activities. Te Rūnaka o Ngāti Waewae and Te Rūnaka o Makaawhio are Papatipu Rūnanga of the Westland Rohe / Takiwā.

Collectively they are known as Poutini Ngāi (Kāi) Tahu.

Poutini Kāi Tahu are Tāngata Whenua of Westland district, representing the first inhabitants of the lands here since several hundred years ago. As such Poutini Kāi Tahu have a deep connection and commitment to the environment, economy, people, and communities of the district.

Poutini Kāi Tahu are full members of the Westland District Council and are directly involved in the Finance, Audit and Risk Committee of Council. Kaiwhakahaere (Chairs) or nominated Kaiwhakarite of Te Rūnaka o Kāti Waewae and Te Rūnaka o Makaawhio attend and participate in council meetings and the business of Council, in acknowledgement of, and to further strengthen, Council's partnership with the Mana Whenua of Westland. This ensures that Poutini Kāi Tahu were fully involved in the planning and decision making of Westland District Council and the Better Off Funding Proposal.

Appendix 3: Community Halls Better Off, Tranche One Funding breakdown

Project	Original Project Allocation	Reallocation (partial or full)	Final Project Allocation (Tranche One)
Bruce Bay Hall	\$41,661	\$41,661	\$0
Fox Glacier Hall	\$29,186	19,000	\$10,186
Franz Josef Hall	\$179,432	\$30,000	\$149,432
Haast Hall	\$86,309	\$30,000	\$56,309
HariHari Hall	\$11,697	\$0	\$11,697
Boys Brigade Hall	\$44,290	\$44,290	\$0
Civil Defence Welfare Centres	\$81,879	\$0	\$81,879
Greypower Hall	\$45,426	\$0	\$45,426
Hokitika Regent Theatre	\$88,580	\$0	\$88,580
Kokatahi Hall	\$46,334	\$0	\$46,334
Kowhitirangi Hall	\$44,290	\$35,000	\$9,290
Kumara Hall	\$56,782	\$56,782	\$0
Okuru Hall	\$51,860	\$0	\$51,860
Ross Hall	\$65,300	\$0	\$65,300
Waitaha Hall	\$11,356	\$4,845 (Addition)	\$16,201
Whataroa Hall	\$13,003	\$5,500	\$7,503
Woodstock Domain	\$2,612	\$2,612	\$0
Total:	\$900,000	\$260,000	\$640,000