

Code of Conduct for Building Owners and their Contractors
Updated October 2022

Purpose of document.

To set expectations with owners and their main building contractor and sub-contractors undertaking works on the Lakes Resort residential area by providing guidelines reflecting acceptable practice. This document does not look to impose prohibitive and restrictive rules as such, but looks to establish good working relations that enable owners and contractors to undertake their work whilst keeping residents onside and the resort safe and tidy. This document has been felt necessary due to 'uncaring' behaviour and damage experienced in the recent past.

Owners on behalf of their builders and contractors will be expected to both read and sign this document as intent to observe these guidelines before commencing work.

Design Sub-Committee

Your building design has been passed and approved by the Design Sub-Committee. If there are any major changes to what has been approved you are obliged to notify the manager of the Lakes Resort so that any changes can be discussed and agreed.

Entry to the Lakes Resort Residential Area

The golf course, clubhouse and its car park are private property and are not to be used for the storage of building materials. This will seriously damage the relationship between the owners of the course and the residents of The Lakes Resort ("Pauanui Lakes Resort Residents Association Incorporated").

Security Gates

Contractors should, prior to any delivery of materials, ensure vehicles are able to clear the height **4.0 Metres** and width **4.0 Metres** of the security gates. Unfortunately, we have experienced serious damage to the roof of the gates gatehouse where height has not been considered. Any damage caused will be at the cost of the owner or contractor.

A designated direct access gate code can be provided during the building process to allow automatic access to main contractors, subcontractors and suppliers.

Conservation Area

Both Thames Coromandel District Council and The Department of Conservation rules regarding the protection of wildlife at The Lakes Resort bind us. The Resource Consent states that **DOGS, CATS AND MUSTELIDS ARE STRICTLY NOT ALLOWED ONSITE**, with NO exceptions. Owners need to ensure that their builders and sub-contractors strictly observe this Resource Consent.

Speed Limits

The speed limit is signposted and is **30 KPH**. We are constantly having to remind visiting contractors to slow down - this causes conflict and if simply observed, will create better relations. Children have a tendency to forget that the roads are for vehicles. We have a duty of care wherever possible.

Tidiness of Roads

During the build process, we understand that it is inevitable that materials will be spilt. We ask however, that contractors make the effort, especially at the end of the week, to sweep the roads of chippings and debris. We have experienced an increase in the number of punctures to tyres recently.

Stormwater Drains on Roads

Sacking and/or bunding should be placed over / around the stormwater drains adjacent to the build where there is a possibility of detritus from the build entering the Lakes Resort storm water system for the duration of the build. Contractors should ensure that this is checked regularly to ensure the protection remains in place.

Adjoining sections

We ask that consideration is given to sections adjoining any build site. These are potentially for sale or building and should be presented as such to prospective buyers. Using these sites as storage areas for material, soil and equipment is not good practice without expressed permission from owners. We employ a grounds maintenance person to ensure standards are kept high - damaged adjoining sections seriously undermine his efforts.

Working times and noise

We fully acknowledge that contractors are under time pressures when building. However, we need to also consider that this is a residential area where people come to relax. As such, we ask that materials and machinery should be delivered to sites between the hours of 7:30 am and 6:00 pm, and that builders do not commence work that causes noise before 7:30 am and after 6:00 pm from Monday to Saturday and 9:00am to 4:30pm on Sundays and Public Holidays. Any noise generated must adhere to the TCDC Maximum Noise Level measurements as detailed in the District Plan.

Building Progress

It is expected that once building commences that progress is made in a reasonable time frame so that we do not have half built houses sitting round with scaffolding attached for long periods of time. Our expectation is that any building will be completed for habitation within 12 months of the start dates.

Connection to Infrastructure (Sewage, Water, Wastewater, Gas, Telephone, Power etc.)

The cost of locating and connecting to the necessary infrastructure is the responsibility of and at the cost of the owner or building contractor. The Lakes Resort has no responsibility in regards to cost of locating or connecting to the infrastructure as provided by the original developers. The Lakes Resort will help with whatever information we have available from as-build plans that emanated from the original developer, but The Lakes Resort has no liability for the accuracy of the information provided.

Rubbish / Rubbish Skips

All rubbish skips **must** have a lid or net covering fitted at all times and any other rubbish must be secured on the site to prevent it from leaving the site. It is a requirement that any rubbish spreading onto adjoining properties must be cleared up immediately, otherwise the owner and/or contractor will be invoiced for the cost of rectification.

Reparation of damaged infrastructure

We have examples of damaged footpaths and central medians that have to be repaired following a build. Any such damage needs to be notified to the manager and it is expected that reinstatement will be made.

Any damage to the infrastructure (roads, footpaths, sewage, water, wastewater, gas, telephone, power etc) will be at the cost of the owner or contractor. The Association will take Photos and/or video of the site prior to the commencement of any works.

Reporting of Damage/Problems

The Lakes employs a Secretary / Manager – Bill Bawn - as the liaison person for contractors. In the event that any damage is incurred, we would greatly appreciate that he is notified immediately. Unfortunately, we have experienced incidents where contractors have not been transparent and have had to be both 'caught' and then pursued, causing poor relations. His contact details are shown in the footer below.

Top Soil

When excavating for the build some owners do not wish to keep the top soil. If this is the case there is a good chance that the soil can be utilised by the Lakes to assist in other landscaping projects we have on the go, so please ask us for the best options.

Recreation Centre

The Lakes Recreation Centre is for use of residents and owners and it is not expected that builders or contractors use any of the facilities available.

Health and Safety

We probably do not need to remind owners, builders and contractors of the significant Health and Safety legislation that now regulates all building work, but some items that are of concern need to be mentioned here.

It is not permissible that builders/owners/contractors will sleep on site during the build.

Fencing. The site **must** be completely and securely fenced with temporary security fencing for the duration of the build in accordance with clause F5 of the NZ Building Code.

Port a Loo. Health and Safety legislation maintains that a port-a-loo must be provided once building commences. Please make sure that this rule is complied with.

Children's Safety. We have a lot of children at the Lakes Resort so please make sure that the building site is as far as practical child safe.

Health and Safety Compliance. The site and all builders and contractors must comply with current Health and Safety regulations. It is the owner's responsibility to ensure that this happens.

Public Liability Insurance

It is expected that the building contractor will have Public Liability Insurance to cover any incidents within The Lakes complex.

General Rules

The building covenant allows for a building shed to be placed on site during the build. It is not expected that this will be used for any purpose other than secure storage of building materials and tools etc.

The building covenant does not allow caravans to be placed on site and used as accommodation or as a building shed.

Please respect residents living in close proximity to your build. A simple heads up discussion will often prevent issues and allow you and your contractors a better relationship with your neighbours.

Acknowledgement

Please indicate that you and your main contractor have read and understood these rules and notes by signing below and returning a copy to the Secretary / Manager before commencing work as your intent to observe these guidelines.

Owner: Lot No: _____

Signature: _____

Name: _____

Date: _____

Main Contractor:

Signature: _____

Name: _____

Company: _____

Designation: _____

Date: _____

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