

26 March 2026

**Absolutely Positively
Wellington City Council**

Me Heke Ki Pōneke

File Ref: 26-0041

s7(2)(a)

Tēnā koe s7(2)(a)

Thank you for your email dated 13 February 2026 to Te Kaunihera o Pōneke | Wellington City Council (the Council) requesting the following information in relation to the Mt Kaukau Viewing Platform under service request SR-1239957:

To add to this, under the LGOIMA I would like to request all engineering correspondence, engineering calculations and the official engineering report.

For clarity, “to add to this” was in reference to your response to the Council’s Project Officer Buzz Graham’s email to you dated 13 February 2026. Within the response Buzz provided to you, you had provided your own responses in red font. On investigation, the only further question you had raised was the following (with Buzz’s response in bold, followed by your question raised):

1. **Barrier is significantly under-capacity i.e. approximately <15% current NZ Building Code (NZBC) required capacity for the barrier post bolts, and <50% for the timber barrier post capacity.** Can you please provide numbers that show this as an assessment including applicable calculations. This is an awfully low number given under assessment guidelines you do not use reduced capacities (other than in this case reducing due to corroded bolts)

Your request has been considered under the Local Government Official Information and Meetings Act 1987 (LGOIMA).

Background Information

In October 2025, the Council received correspondence from a member of the public raising concerns about the condition of the Mt Kaukau Viewing Platform. The issues identified included concerns about the condition and connection of handrails, as well as visible corrosion of bolts.

Following receipt of this correspondence, Council officers undertook further investigation. Initial steps included engaging a contractor to address the more visible issues by replacing rusted bolts and mesh, while also considering whether broader structural concerns might be present.

To better understand the overall condition and safety of the structure, the Council subsequently engaged an independent engineering company to carry out a formal assessment of the viewing platform. The inspection was undertaken on 5 December 2025, with the engineers’ findings provided to Council shortly thereafter by way of written correspondence, which is included on page 2 of Appendix 1 and Appendix 3 below.

Based on the findings of that assessment, the Council made the decision to close the viewing platform to public access as a precautionary safety measure. Signage was installed at the site advising that the structure had been deemed unsafe following an engineering assessment and that it would be removed, while the Council considers alternative options for the site.

Council officers are continuing work to identify a suitable long-term option for the Mt Kaukau Viewing Platform. This includes considering the costs involved and the practical constraints presented by the site's remote location. At this stage, no preferred option has been confirmed and work is ongoing.

Information Request

Below are the documents that fall in scope of your request and my decision to release them.

Item	Document name/description	Decision
Appendix 1	Email Correspondence	Released. Redacted sections 7(2)(a) and 7(2)(b)(ii) of the LGOIMA.
Appendix 2	Short Form Agreement for Consultant Engagement	Released. Redacted sections 7(2)(a) and 7(2)(b)(ii) of the LGOIMA.
Appendix 3	Professional Services Fee Proposal	Released. Redacted sections 7(2)(a) and 7(2)(b)(ii) of the LGOIMA.

Please note, some information has been redacted under the following grounds of the LGOIMA:

- 7(2)(a) as it contains personal information about private individuals.
- 7(2)(b)(ii) where making available the information would likely prejudice the commercial position of the person who is the subject of the information

While the next steps identified in the process on page 2 of "Appendix 1" refer to a "Structural Capacity and Compliance Desktop Assessment (January 2026)", I can confirm that this assessment has not been completed. Although four stages of work were offered, only Stage 1 has been undertaken. This is because Council officers are continuing work to identify a suitable, cost effective, long-term option for the Mt Kaukau Viewing Platform.

With respect to your question regarding the barrier *can you please provide numbers that show this as an assessment including applicable calculations. This is an awfully low number given under assessment guidelines you do not use reduced capacities (other than in this case reducing due to corroded bolts)* – this information was contained within the engineer's findings on page 2 of "Appendix 1".

As mentioned in that email, the calculations were provided as an approximation. While information beyond those approximate findings (such as the underlying calculations) is not held within this email, officers nevertheless approached the engineer to seek further detail, in an effort to be as transparent as possible. Their response can be found below:

Barrier is significantly under-capacity i.e. approximately <15% current NZ Building Code (NZBC) required capacity for the barrier post bolts

This is governed by the very short lever arm between bolts, timber crushing under the bolt heads, and severely rusted bolts themselves. For comparison, a fully code-compliant bolted base connection would have e.g. 150mm min spacing between bolts, HDG or Stainless-Steel bolts and washers, and at least 50x50x5mm square washers,

and <50% for the timber barrier post capacity

This is governed by small cross section timber barrier posts (95x75mm) resisting bending near the base. For comparison, a fully code-compliant barrier post for lookout would likely have a 150x100mm cross-section.

In making my decision, I have considered the public interest considerations in section 7(1) of the Act and determined there are no public interests which outweigh the grounds for withholding

I trust this information is helpful. If you have any concerns about the response, please contact official.information@wcc.govt.nz. Alternatively, you are advised of your right to raise any concerns with the Office of the Ombudsman at www.ombudsman.parliament.nz or freephone 0800 802 602.

Nāku noa, nā

A handwritten signature in black ink, consisting of a large, stylized 'O' followed by a series of loops and a long horizontal stroke.

Ollie Marchant
Senior Advisor
Official Information & Privacy
Wellington City Council

From: s7(2)(a)
To: Buzz Graham
Cc: s7(2)(a); Adam Groenewegen; s7(2)(a)
Subject: Frame Group Fee Proposal and Contract - Kaukau Lookout Platform (20006501)
Date: Wednesday, 10 December 2025 11:29:17 am
Attachments:

- [image019.png](#)
- [image038.png](#)
- [image039.png](#)
- [image042.png](#)
- [image043.png](#)
- [image044.png](#)
- [image045.png](#)
- [image047.png](#)
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- [image025.png](#)
- [image027.png](#)
- [image028.png](#)
- [image029.png](#)
- [image030.jpg](#)
- [image031.png](#)
- [Frame Group Fee Proposal - Mt Kaukau Lookout - Rev A .pdf](#)
- [Frame Group - Short Form Contract - Mt Kaukau Lookout - Rev A.pdf](#)

Kia ora Buzz,

We are pleased to issue the attached Fee Proposal and Short Form Contract for the Kaukau Lookout Platform (20006501).

It would be great to get this signed up before Xmas, so we can complete the desktop assessment asap in the new year.

Barrier Replacement Cost: For your information - A full barrier replacement would likely cost approximately s7(2)(b)(ii) +GST to design and construct (assuming no Building Consent is required)

Please let me know if you want to discuss.

Ngā mihi,

s7(2)(a)
BE (Civil) Hons, CPEng Structural, CMEngNZ
Senior Engineer / Project Manager
Regional Manager - Wellington & South Island

s7(2)(a)
 Wellington Office
 www.frame.co.nz

From: Buzz Graham <@..>
Sent: Tuesday, 9 December 2025 9:45 am
To: s7(2)(a)@frame.co.nz
Cc: s7(2)(a)@frame.co.nz; Adam Groenewegen <@..>
Subject: RE: Closure Recommendation: Kaukau Lookout Platform (20006501) - Preliminary Structural Inspection Findings

Thank you s7(2)(a) I will get the platform closed asap.

Next steps, could you please come back to me with a fee proposal for steps 1 & 2.
Steps 3 & 4, I guess your fees will depend on your findings in step 2.

If you could give me an idea of the cost that would be good as I need to gather as much info as I can for the Managers to make an informed decision as to whether we keep the structure there or remove it completely.

Thanks Buzz

From: s7(2)(a) <[redacted]@frame.co.nz>
Sent: Monday, 8 December 2025 5:31 pm
To: Buzz Graham <[redacted]>
Cc: s7(2)(a) <[redacted]@frame.co.nz>; Adam Groenewegen <[redacted]>; s7(2)(a) <[redacted]@frame.co.nz>
Subject: Closure Recommendation: Kaukau Lookout Platform (20006501) - Preliminary Structural Inspection Findings

Kia ora Buzz,

I have inspected the Kaukau Lookout Platform (#20006501) last Friday, 5 December, and have made the following observations:

1. Barrier is significantly under-capacity i.e. approximately <15% current NZ Building Code (NZBC) required capacity for the barrier post bolts, and <50% for the timber barrier post capacity.
2. Barrier bolts are badly corroded and structurally inadequate (noted as ~15% of required capacity).
3. Barrier height is low at 940mm high (i.e. current NZBC requirement is 1100mm).
4. Seat arrangement is dangerous – it encourages people (especially children) to sit/lean against a weak barrier. Children can fall off the back of the seating/barrier area if climbing on the seat.
5. The structure has an effective fall height of ~>1.5 m making it a 'high-risk' viewing platform category structure as per HB SNZ 8630.
6. Bolted connections are generally corroded throughout the structure.

Based on these observations, I recommend that WCC close the Lookout to the public as soon as is practical.

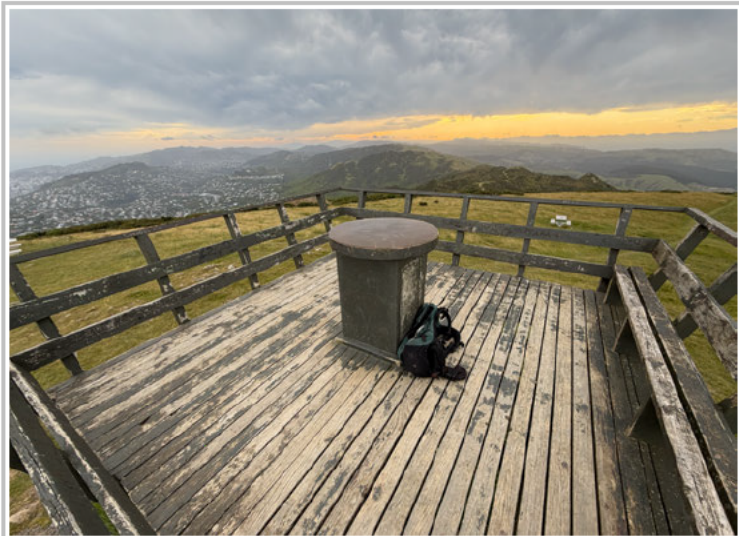
To re-open the structure, a full barrier replacement to current NZBC requirements will likely be required (and removing the seat, and replacing corroded bolts throughout the structure). A Building Consent or Exemption may be required for this barrier replacement.

All findings are subject to change based on a Structural Capacity and Compliance Desktop Assessment.

Next-Steps

As discussed, we will provide a Fee Proposal for the following scope of works, before Friday 19 December, for you to review:

1. **Structural Inspection and Dimensional Survey** (already completed on 5 December)
2. **Structural Capacity and Compliance Desktop Assessment** (January 2026)
3. **Strengthening/Upgrade Design** (i.e. full barrier replacement, dependant on findings of step 2).
4. **Construction Monitoring and Building Consent** (i.e. full barrier replacement, dependant on findings of step 2).



Ngā mihi,

s7(2)(a) [redacted]
Senior Engineer / Project Manager
Regional Manager - Wellington & South Island

[redacted] s7(2)(a) [redacted]@frame.co.nz
Wellington Office
[redacted] www.frame.co.nz [redacted]

From: Buzz Graham <buzz.graham@wcc.govt.nz>
Sent: Tuesday, 28 October 2025 3:42 pm
To: s7(2)(a) [redacted]@frame.co.nz
Cc: s7(2)(a) [redacted]@frame.co.nz; Adam Groenewegen <Adam.Groenewegen@wcc.govt.nz>
Subject: RE: Kaukau Lookout Platform (20006501) assessment required

Hi s7(2)(a) hopefully the platform is still there.

Mark from Open Spaces is going to give you a call, he will be visiting the site a couple of times in the next few weeks.

Once to check out the bolt sizes and then a second visit to do the repairs.

He is happy to take you up there.

If we can get you to do the standard assessment you normally do for our structures.

If you fail the handrails as not being safe then we can look at a fee proposal & design.

To be honest this type of structure is not something I know a lot about.

I would probably talk to you & Tim to decide what it needed.

Buzz

From: s7(2)(a) <[redacted]@frame.co.nz>
Sent: Friday, 24 October 2025 3:56 pm
To: Buzz Graham <[redacted]>
Cc: s7(2)(a) <[redacted]@frame.co.nz>; Adam Groenewegen <[redacted]>; s7(2)(a) <[redacted]@frame.co.nz>
Subject: RE: Kaukau Lookout Platform (20006501) assessment required

Kia ora Buzz,

It will be good to see how the platform handled that crazy weather!

I will give you a call early next week to arrange a site visit and discuss the process.

I would typically recommend:

1. Conducting a **site visit** with yourself next week,
2. We can then provide a **fee proposal** for the agreed scope of works (based on our site discussion).
 - a. This could involve some strengthening design work, and construction oversight/certification.

Have a great weekend.

Ngā mihi,

s7(2)(a) <[redacted]>
Senior Engineer / Project Manager
Regional Manager - Wellington & South Island

s7(2)(a) <[redacted]@frame.co.nz>
Wellington Office
 www.frame.co.nz

From: Buzz Graham <[redacted]>
Sent: Thursday, 23 October 2025 1:57 pm
To: s7(2)(a) <[redacted]@frame.co.nz>
Cc: s7(2)(a) <[redacted]@frame.co.nz>; Adam Groenewegen <[redacted]>
Subject: RE: Kaukau Lookout Platform (20006501) assessment required

Hi s7(2)(a) I wonder what the wind speed would be on Kaukau right now?

Our Park Ranger Adam (cc'd s7(2)(a) <[redacted]>) would be happy to get you up on site when ever you are ready.

Buzz

From: Buzz Graham
Sent: Tuesday, 21 October 2025 4:55 pm
To: s7(2)(a) <[redacted]@frame.co.nz>
Cc: s7(2)(a) <[redacted]@frame.co.nz>

Subject: RE: Kaukau Lookout Platform (20006501) assessment required

Great thanks for that.

Order number is P1153437.

I am waiting to hear back from our Park Rangers as to who would be available to take you up there.

Buzz

From: s7(2)(a) [redacted] <[redacted]@frame.co.nz>
Sent: Tuesday, 21 October 2025 3:44 pm
To: Buzz Graham <[redacted]>
Cc: s7(2)(a) [redacted] <[redacted]@frame.co.nz>; s7(2)(a) [redacted] <[redacted]@frame.co.nz>
Subject: RE: Kaukau Lookout Platform (20006501) assessment required

Kia ora Buzz,

Thanks for all the background information, and for approaching us to help out.

I am familiar with this structure, and we have done a number of similar inspections + strengthening projects for Tim and Dave Halliday recently.

I will review and get back to you with a response by the end of this week.

Ngā mihi,

s7(2)(a) [redacted]
[redacted]
Senior Engineer / Project Manager
Regional Manager - Wellington & South Island

s7(2)(a) [redacted]
Wellington Office
 www.frame.co.nz

From: Buzz Graham <[redacted]>
Sent: Tuesday, 21 October 2025 2:54 pm
To: s7(2)(a) [redacted] <[redacted]@frame.co.nz>
Subject: Kaukau Lookout Platform (20006501) assessment required

Hi s7(2)(a) I work with Tim Harkness.

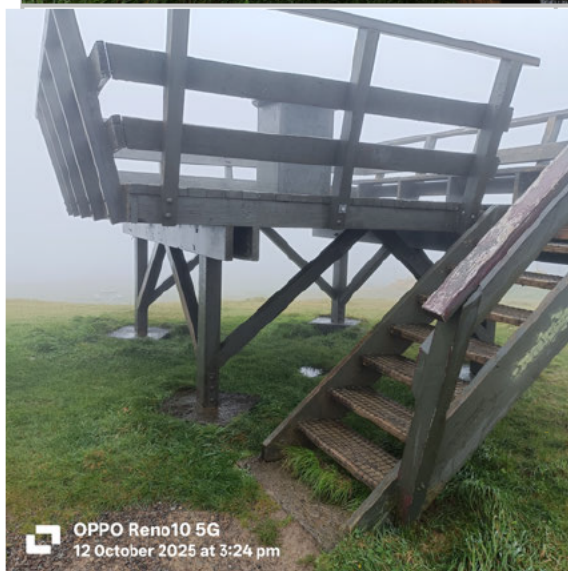
Tim has said that I should ask you to do an assessment of the lookout structure at the top of Kaukau for me.

I have checked our files and I can't see any recent reports on it. I think the last one might have been 20/21 by Spencer Holmes.

The structure is not on Council land but we do maintain it. It was built & donated to Council in 1972 by the Lions Club.

I have received a complaint from a member of the public about the condition of the structure.

I can see from s7(2)(a) photos below that we do need to replace the rusted bolts and the mesh so I have already given that job to s7(2)(a) at Open Spaces Ltd to do asap.



The person who complained has said the following,

“This platform has poorly connect handrails and rusted bolts. Some of the connections are nailed when they should be bolted and engineered. There is a real risk of them breaking.”

I emailed [redacted] back to say that I has passed the job to a contractor to replace the rusted bolt and mesh asap.

I explained to [redacted] that in previous engineering assessments the lookout railings not joining have not been an issue.

[redacted] has come back with the following,

“The way that the handrail vertical elements are nailed into the joist is flawed and it could easily pull out especially if the hand rail corners fail. The joist should be attached to cross joists with angle plates and bolts. I have just seen the Cave Creek DOC video and the design of this platform handrail has similarities. I do not have a view about the main platform and recognize that the height is about 1.5m high.”

One of our Park Rangers will need to take you up to the top to look at the structure as there are restrictions on who can drive on the access road to the lookout.

If you could please come back to me on this and let me know when you think you could do the assessment, then I can organise which Park Ranger might be able to drive you.

If you can also let me know the cost & I can raise an order number.

Ngā mihi

Buzz Graham (she/her)

Project Officer | Parks, Sport & Recreation Management | Wellington City Council

M [redacted] E .@. | W Wellington.govt.nz |

MON	TUE	WED	THU	FRI
✓	WFH	WFH	✓	✓

In the Office = ✓ Remote Office = WFH

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If you are not the intended recipient, you are asked to respect that confidentiality and not disclose, copy or make use of its contents.

If received in error you are asked to destroy this email and contact the sender immediately. Your assistance is appreciated.

Short Form Agreement for Consultant Engagement

Between: Wellington City Council
(Client)

and: Frame Group Limited (Frame Group)
(Consultant)

Collectively referred to herein as the "Parties" and individually as a "Party"

Project: Mt Kaukau Lookout Platform (Asset #20006501) – Structural Inspection and Desktop Assessment,	Location: Mt Kaukau Lookout Platform (Asset #20006501) in Ohariu Ward, Khandallah, Wellington 6035
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Scope & nature of the Services: Provision of professional services for Structural Inspection and Desktop Assessment, for the Mt Kaukau Lookout Platform (Asset #20006501), as per the proposal document (the Proposal) titled 'Mt Kaukau Lookout Platform (Asset #20006501) – Structural Inspection and Desktop Assessment', dated 10 December 2025, Reference Number: 25/086, Rev A

Programme for the Services: As per the Proposal. The below proposed high-level Project Schedule is based on our understanding of your desired delivery timing, together with our expectations of required timeframes.

Key Activities and Deliverables	Forecast Completion Date
Stage 1 – Structural Inspection	Already completed on 5 December 2025
Stage 2 – Desktop Assessment	January 2025
Stage 3 – Strengthening Design	TBC*
Stage 4 – Construction Monitoring	TBC*

Fees & timing of payments: As per the Proposal. Our estimated fee to provide the services outlined is \$4,600 (excluding GST). Fees will be invoiced monthly based on actual time and expenses incurred.

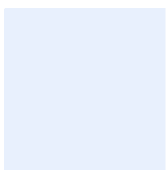
Project Stage	Estimated Fee (excluding GST)
Stage 1 – Structural Inspection	s7(2)(b)(ii)
Stage 2 – Desktop Assessment	
Stage 3 – Strengthening Design	TBC*
Stage 4 – Construction Monitoring	TBC*
Total	\$4,600

Information or services to be provided by the Client: As per the Proposal

The Client engages the Consultant to provide the Services described above and the Consultant agrees to perform the Services for the remuneration provided above. Both Parties agree to be bound by the provision of the Short Form Model Conditions of Engagement (overleaf), including clauses 2, 11 and 12 and any variations noted below. Once signed, this agreement, together with the conditions overleaf and any attachments, will replace all or any oral agreement previously reached between the Parties.

Variations to the Short Form Model Conditions of Engagement (overleaf): Nil

Client authorised signatory (ies):



Print name:

Date:

Consultant authorised signatory (ies):

s7(2)(a)

Print name: s7(2)(a)

Date: 10/12/2025

SHORT FORM MODEL CONDITIONS OF ENGAGEMENT

1. The Consultant shall perform the Services as described in the attached documents.
2. The Client and the Consultant agree that where all or any of, the Services are acquired for the purposes of a business the provisions of the Consumer Guarantees Act 1993 are excluded in relation to those Services. However, nothing in this Agreement shall restrict, negate, modify or limit any of the Client's rights under the Consumer Guarantees Act 1993 where the Services acquired are of a kind ordinarily acquired for personal, domestic or household use or consumption and the Client is not acquiring the Services for the purpose of a business.
3. In providing the Services, the Consultant must use the degree of skill, care and diligence reasonably expected of a professional consultant providing services similar to the Services.
4. The Client shall provide to the Consultant, free of cost, as soon as practicable following any request for information, all information in the Client's power to obtain which may relate to the Services. The Consultant shall not, without the Client's prior consent, use information provided by the Client for purposes unrelated to the Services. In providing the information to the Consultant, the Client shall ensure compliance with the Copyright Act 1994 and shall identify any proprietary rights that any other person may have in any information provided.
5. As soon as either Party becomes aware of anything that will materially affect the scope or timing of the Services, the Party must notify the other Party in writing and where the Consultant considers a direction from the Client or any other circumstance is a variation the Consultant shall notify the Client accordingly.
6. The Client may order variations to the Services in writing or may request the Consultant to submit proposals for variations to the Services.
7. The Client shall pay the Consultant for the Services the fees and expenses at the times and in the manner set out in the attached documents. Where this Agreement has been entered by an agent (or a person purporting to act as agent) on behalf of the Client, the agent and Client shall be jointly and severally liable for payment of all fees and expenses due to the Consultant under this Agreement.
8. All amounts payable by the Client shall be due on the 20th of the month following the month of issue of each GST Invoice or at such other timing as stated elsewhere in this Agreement. If the Client fails to make the payment that is due and payable and that default continues for 14 days, the Consultant may provide written notice to the Client specifying the default and requiring payment within 7 days from the date of the notice. Unless payment has been made by the Client in full, the Consultant may suspend performance of the Services any time after expiration of the notice period. The Consultant must promptly lift the suspension after the Client has made the payment. Regardless of whether or not the Consultant suspends the performance of the Services in accordance with this clause, the Consultant may charge interest on overdue amounts from the date payment falls due to the date of payment at the rate of the Consultant's overdraft rate plus 2% and in addition the costs of any actions taken by the Consultant to recover the debt.
9. Where the nature of the Services is such that it is covered by the Construction Contracts Act 2002 (CCA) and the Consultant has issued a payment claim in accordance with the CCA, the provisions of the CCA shall apply. In all other cases, if the Client, acting reasonably, disputes an invoice, or part of an invoice, the Client must promptly give the reasons for withholding the disputed amount and pay any undisputed amount in accordance with clause 8.
10. Where Services are carried out on a time charge basis, the Consultant may purchase such incidental goods and/or Services as are reasonably required for the Consultant to perform the Services. The cost of obtaining such incidental goods and/or Services shall be payable by the Client. The Consultant shall maintain records which clearly identify time and expenses incurred.
11. Where the Consultant breaches this Agreement, the Consultant is liable to the Client for reasonably foreseeable claims, damages, liabilities, losses or expenses caused directly by the breach. The Consultant shall not be liable to the Client under this Agreement for the Client's indirect, consequential or special loss, or loss of profit, however arising, whether under contract, in tort or otherwise.
12. The maximum aggregate amount payable, whether in contract, tort or otherwise, in relation to claims, damages, liabilities, losses or expenses, shall be five times the fee (exclusive of GST and disbursements) with a minimum of \$100,000 and a maximum limit of \$NZ500,000.
13. Without limiting any defences a Party may have under the Limitation Act 2010, neither Party shall be considered liable for any loss or damage resulting from any occurrence unless a claim is formally made on a Party within 6 years from completion of the Services.
14. The Consultant shall take out and maintain for the duration of the Services a policy of Professional Indemnity insurance for the amount of liability under clause 12. The Consultant undertakes to use all reasonable endeavours to maintain a similar policy of insurance for six years after the completion of the Services.
15. If either Party is found liable to the other (whether in contract, tort or otherwise), and the claiming Party and/or a Third Party has contributed to the loss or damage, the liable Party shall only be liable to the proportional extent of its own contribution.
16. Intellectual property prepared or created by the Consultant in carrying out the Services, and provided to the Client as a deliverable, ("New Intellectual Property") shall be jointly owned by the Client and the Consultant. The Client and Consultant hereby grant to the other an unrestricted royalty-free license in perpetuity to copy or use New Intellectual Property. The Clients' rights in relation to this New Intellectual Property are conditional upon the Client having paid all amounts due and owing to the Consultant in accordance with clauses 7 and 8. Intellectual property owned by a Party prior to the commencement of this Agreement (Pre-existing Intellectual Property) and intellectual property created by a Party independently of this Agreement remains the property of that Party. The Consultant accepts no liability for the use of New Intellectual Property or Pre-existing Intellectual Property other than to the extent reasonably required for the intended purposes.
17. The Consultant has not and will not assume any duty imposed on the Client pursuant to the Health and Safety at Work Act 2015 ("the Act") in connection with the Agreement.
18. The Client may suspend all or part of the Services by notice to the Consultant who shall immediately make arrangements to stop the Services and minimise further expenditure. The Client and the Consultant may (in the event the other Party is in material default that has not been remedied within 14 days of receiving the other Party's notice of breach) either suspend or terminate the Agreement by notice to the other Party. If the suspension has not been lifted after 2 months the Consultant has the right to terminate the Agreement and claim reasonable costs as a result of the suspension. Suspension or termination shall not prejudice or affect the accrued rights or claims and liabilities of the Parties.
19. The Parties shall attempt in good faith to settle any dispute themselves but failing that by mediation.
20. This Agreement is governed by the New Zealand law, the New Zealand courts have jurisdiction in respect of this Agreement, and all amounts are payable in New Zealand dollars.

To: Buzz Graham (she/her)
Project Officer
Parks, Sport & Recreation Management
Wellington City Council
s7(2)(a)
buzz.graham@wcc.govt.nz

Date: 10 December 2025
Our Ref: 25-086
Rev A

Professional Services Fee Proposal: Mt Kaukau Lookout Platform (Asset #20006501) – Structural Inspection and Desktop Assessment, ~~and Strengthening Design, and Construction Monitoring~~

Kia ora Buzz,

We are pleased to provide Wellington City Council (WCC) with this fee proposal for professional services from Frame Group Limited (Frame Group), in relation to the provision of **Structural Inspection and Desktop Assessment, ~~and Strengthening Design, and Construction Monitoring~~** for the Mt Kaukau Lookout Platform (Asset #20006501) in Ohariu Ward, Khandallah, Wellington 6035.

1. Project Background

Mt Kaukau Lookout Platform (Asset #20006501) is a public viewing structure built and donated to Wellington City Council (WCC) by the Lions Club in 1972. Although the platform is not located on Council land, WCC is responsible for its ongoing maintenance. The most recent known structural reporting appears to have been undertaken by Spencer Holmes around 2020/21, and the asset is not currently included in Frame Group's Asset Condition Assessment database for Wellington's Parks and Reserves. Frame Group also has no record of previous inspections for this specific structure.

A recent complaint from a member of the public regarding the condition of the platform prompted WCC to request an inspection. Frame Group undertook a visual inspection of the Mt Kaukau Lookout Platform on Friday, 5 December. The inspection identified a number of significant safety and compliance concerns, including:

- barrier elements with very low structural capacity (estimated at <15% of current NZ Building Code (NZBC) requirements for post bolts and <50% for timber barrier posts);
- badly corroded and structurally inadequate barrier bolts, and a barrier height of only 940 mm compared to the current NZBC requirement of 1100 mm.;
- the existing seat arrangement was also assessed as hazardous, as it encourages sitting and leaning against a weak barrier and creates a fall risk for children climbing on the seat;
- given the effective fall height of greater than 1.5 m, the structure falls within the 'high-risk' viewing platform category under HB SNZ 8630; and

- corrosion was observed more generally across bolted connections throughout the structure.

On the basis of these preliminary findings, Frame Group has recommended that WCC close the lookout to the public as soon as practicable, and that the asset be added to the structural inspection database for ongoing routine monitoring.

To enable safe re-opening, it is anticipated that a full barrier replacement to current NZBC requirements will be required, including removal of the existing seat and replacement of corroded bolts throughout. A Building Consent or Exemption may also be required for these works.

All initial findings are subject to confirmation and refinement through this fee proposal scope of **Structural Inspection and Desktop Assessment**, which will in turn inform the subsequent strengthening design and construction monitoring.



Figure 1 : Mt Kaukau Lookout Platform (Asset #20006501) - Photo taken by Frame Group on 5 Dec 2025.



Figure 2 Mt Kaukau Lookout Platform (Asset #20006501) - Photo taken by Frame Group on 5 Dec 2025.



Figure 3 Corrosion and inadequate spacing at barrier post bolts - Photo taken by Frame Group on 5 Dec 2025.

2. Scope of Works

This fee proposal is based on the following understanding of WCC's required scope of works.

1. **Structural Inspection** of the Mt Kaukau Lookout Platform (Asset #20006501) by a CPEng Structural Engineer (already completed on 5 December 2025). This includes conducting a **dimensional survey** of the structure.
2. **Desktop Assessment:** Assessment of compliance with the current Building Code compliance documents, including SNZ HB8630. The assessment of compliance will be based on a combination of visual inspection, desktop load capacity assessment, and a judgement based on our knowledge of the compliance of similar structures. Includes providing options and recommendations for remedial strengthening works (e.g. full barrier and bolt replacement).
- ~~3. **Strengthening Design:** Structural engineering design of the recommended remedial strengthening works from stages 1 and 2. Includes engineering certification of the strengthening design work (PS1).~~
- ~~4. **Construction Monitoring:** of the strengthening design work (including PS4).~~

**Stages 3 and 4 are not included in this fee proposal because their scope depends on the findings of Stage 1 and 2.*

3. Project Team

This project will be managed and supervised by a Chartered Structural Engineer (CPEng) from Frame Group, s7(2)(a) [REDACTED], who is based in Te Whanganui-a-Tara (Wellington) and is experienced with structural asset inspections.

Our proposed project team is outlined below.

People	Frame Group Role	Project Role
s7(2)(a) [REDACTED]	Senior Structural Engineer / Project Manager	Inspection Engineer
s7(2)(a) [REDACTED]	Senior Structural Engineer / Project Manager	Review Engineer

4. Deliverables

We propose to provide the following set of deliverables.

Stage 1 – Structural Inspection

- Inspection summary email (already sent on 8 Dec 2025).

Stage 2 – Desktop Assessment

- Desktop Assessment summary email
 - Compliance issues.
 - Recommendations for remedial strengthening works to achieve compliance.
 - Cost estimates for design and construction of the recommended remedial works.
 - Updated fee proposal including Stage 3 and 4.

~~Stage 3 – Strengthening Design~~

- ~~• Structural Drawings of Strengthening Design
 - Will be mark ups over photos.
 - Including technical specifications on the drawings.~~
- ~~• Producer Statement for Design (PS1)~~
- ~~• Building Consent Application (if required)~~

~~Stage 4 – Construction Monitoring~~

- ~~• Construction Monitoring Report~~
- ~~• Producer Statement for Construction Review (PS4)~~

5. Commencement of Engagement and Proposed Project Schedule

The below proposed high-level Project Schedule is based on our understanding of your desired delivery timing, together with our expectations of required timeframes.

Key Activities and Deliverables	Forecast Completion Date
Stage 1 – Structural Inspection	Already completed on 5 December 2025
Stage 2 – Desktop Assessment	January 2025
Stage 3 – Strengthening Design	TBC*
Stage 4 – Construction Monitoring	TBC*

6. Fee Proposal

Our estimated fee to provide the services outlined above is \$4,600 (excluding GST). This fee estimate includes the following.

Project Stage	Estimated Fee (excluding GST)
Stage 1 – Structural Inspection	s7(2)(b)(ii)
Stage 2 – Desktop Assessment	
Stage 3 – Strengthening Design	TBC*
Stage 4 – Construction Monitoring	TBC*
Total	\$4,600

The estimated cost of disbursements and sub-contractor fees (other than those listed under “Exclusions” in section 8 below) is included in our above fee estimate.

Fees will be invoiced monthly based on actual time and expenses incurred. If fees are expected to exceed the estimate, Frame Group will communicate this to you and seek approval before proceeding further.

All disbursements and sub-contractor fees incurred will be claimed at cost plus 10% to cover administration costs.

This fee estimate is valid for 90 days from the date of this letter.

**Stages 3 and 4 are not included in this fee proposal because their scope depends on the findings of Stage 1 and 2.*

7. Assumptions

We have made the following assumptions in the preparation of this fee proposal.

- Our inspection will be a visual inspection of the structural components. If we are not able to safely access a specific component of a structure (e.g. buried foundations), we will make note of this and propose a further investigation to be conducted.
- The Inspection will be carried out in general compliance with Frame Group's existing Asset Condition Assessments for WCC and the report 'Wellington City Council Year 1 Structure Condition Assessment - Structure Inspections Report Prepared for Wellington City Council by Frame Group, February 2025'.
- ~~Structural drawings will be mark ups over photos.~~
- ~~Technical specifications will be added to the photo mark ups.~~
- ~~We have allowed for one inspection for Construction Monitoring – i.e. a final inspection.~~
- ~~The builder that carries out the strengthening works will be a Licenced Building Practitioner (LBP) and will provide a Producer Statement for Construction (PS3) on completion of the works.~~

8. Exclusions

The following items are excluded from this fee proposal.

- Engagement of any other specialist consultants (Geotechnical Engineer, Arborist, Archaeologist, Ecologist etc) that may be necessary for condition assessment purposes.
- Excavation of foundations or exposure of hidden components.
- Dismantling of components and/or membranes and coverings to check condition.
- Working from heights including using ladders, elevated work platforms, harness use, rope access or elevated cage access. If this extent of inspection is believed to be necessary for this particular structure, this will be recommended.
- Vegetation clearance or removal of accumulated debris to ensure proper inspection of critical components, where it is more than minor in nature.
- Full structure replacement design.
- Obtaining any required Resource and Building Consents including submission and lodgement.
- Application for and obtaining a CCC (Code of Compliance Certificate).
- Determining if any Resource and Building Consents are required.
- Any Contract Management for construction.
- Tendering services for construction.

9. Terms of Engagement

The proposed terms of engagement are the standard ENZ/ACENZ Short Form Agreement.

Thank you for the opportunity to provide this professional services fee proposal. We look forward to hearing from you. Please contact me if you have any questions, or to discuss any required changes to our understanding of your desired objectives, or to the detail of the required deliverables and timing thereof.

If this services fee proposal is acceptable to you, please sign it, together with the attached terms of engagement, and return to me. Please advise which project stages are accepted under this engagement.

Ngā mihi,

s7(2)(a)

s7(2)(a)

Senior Engineer / Project Manager

Accepted by:

Client authorised signatory (ies):

Print name:

Date: