

**From:** [Euan Kyle](#)  
**To:** [REDACTED]  
**Subject:** RE: Local Government Official Information Act. Bridge inspection regimes [#564BDN]  
**Date:** Friday, 4 December 2020 11:14:00 AM  
**Attachments:** [image001.jpg](#)  
[image002.jpg](#)  
[image003.jpg](#)

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04/12/2020

[REDACTED]

Dear [REDACTED]

**Request for Information – Local Government Official Information and Meetings Act 1987**

We refer to your official information request dated 2 December 2020 for information regarding Bridge inspection regimes. Please see our responses below.

1. The frequency (in years) of general bridge inspections within your jurisdiction
  - Every two years.
2. The level of liaison between the inspectors and the contractors who carry out the recommended remedial work?
  - a) what does this consist of e.g. written, verbal, joint site inspection
    - HCC's Consulting Engineers undertake the bridge inspections and provide the Management, Surveillance and Quality Assurance (MSQA) for any resulting bridge maintenance work contracts. This includes verbal and written instruction, site visits and surveillance, and undertaking quality assurance regimes.
    - The Parks department engage a separate engineer to oversee some of the maintenance where the bridge is in a poor condition and is also subject to budget considerations
3. The frequency of principal bridge inspections (in years)
  - Every 5 years.
4. What is the trigger for principal bridge inspection?
  - The 5 year frequency regime. Additional special inspections are undertaken if there is an significant event that warrants an additional inspection, or if significant damage or deterioration is identified through a general inspection or other means.
5. Is the principal inspection completed by the same engineers who undertake the general bridge inspection?

- HCC's Consulting Engineers undertake all general and principal inspections.
6. What document storage facilities are used to track actions arising from the bridge inspection and engineer's recommendations
- HCC's electronic document and record management system - TRIM.
7. Do the inspections follow the guidelines published by NZTA?
- Yes, inspections are undertaken in accordance with NZTA's Bridge Manual and Inspection Policy.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours sincerely,

**Euan Kyle**

Senior Advisor, Official Information and Privacy

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand

T 04 570 6702 W [www.huttcity.govt.nz](http://www.huttcity.govt.nz)

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**From:** Euan Kyle

**Sent:** Thursday, 3 December 2020 3:27 PM

**To:** [REDACTED]

**Subject:** RE: Local Government Official Information Act. Bridge inspection regimes [#564BDN]

03/12/2020

[REDACTED]

Dear [REDACTED]

**REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987: ACKNOWLEDGEMENT OF REQUEST**

I am writing to acknowledge receipt of your official information request dated 2 December 2020 for information regarding Bridge inspection regimes.

We received your request on 2 December 2020. We will endeavour to respond to your request as soon as possible and in any event no later than 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe. Please note, that the days between 20th December 2020 and 10th January 2021 are not considered working days.

If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Yours sincerely,

**Euan Kyle**

Senior Advisor, Official Information and Privacy