



Notice is hereby given that a Meeting of the Services and Assets Committee will be held on:

**Date:** Tuesday, 3 December 2019  
**Time:** 9am  
**Meeting Room:** Council Chamber  
**Venue:** 15 Forth Street  
Invercargill

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## **Services and Assets Committee Agenda OPEN**

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### **MEMBERSHIP**

#### **Chairperson**

Ebel Kremer

#### **Councillors**

Mayor Gary Tong

Don Byars

John Douglas

Paul Duffy

Bruce Ford

Darren Frazer

George Harpur

Julie Keast

Christine Menzies

Karyn Owen

Margie Ruddenklau

Rob Scott

### **IN ATTENDANCE**

#### **Group Manager, Services and Assets**

Matt Russell

#### **Committee Advisor**

Fiona Dunlop

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**Full agendas are available on Council's Website**

**[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)**

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**Note:** The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.



## Terms of Reference – Services and Assets Committee

<b>TYPE OF COMMITTEE</b>	Council standing committee
<b>RESPONSIBLE TO</b>	Council
<b>SUBCOMMITTEES</b>	None
<b>LEGISLATIVE BASIS</b>	Committee constituted by Council as per schedule 7, clause 30 (1)(a), LGA 2002.  Committee delegated powers by Council as per schedule 7, clause 32, LGA 2002.
<b>MEMBERSHIP</b>	The Services and Assets Committee is a committee of the whole Council. The mayor and all the councillors will be members of the Services and Assets Committee.
<b>FREQUENCY OF MEETINGS</b>	Six weekly or as required
<b>QUORUM</b>	Not less than seven members
<b>SCOPE OF ACTIVITIES</b>	<p>The Services and Assets Committee is responsible for ensuring that Council delivers its infrastructural asset based services in an effective and efficient manner that meets the needs of its communities and protects the investment that Council has in these assets.</p> <p>The committee is responsible for overseeing the following Council activities:</p> <ul style="list-style-type: none"> <li>• transport</li> <li>• property management including community facilities, acquisitions and disposals (including land dealings)</li> <li>• forestry</li> <li>• water supply, wastewater and stormwater</li> <li>• solid waste management</li> <li>• flood protection</li> <li>• waste management</li> <li>• Te Anau airport</li> <li>• Stewart Island Electrical Supply Authority</li> <li>• Stewart Island Jetties and Riverton Harbour</li> <li>• water supply schemes.</li> </ul>
<b>DELEGATIONS</b>	<p>The Services and Assets Committee shall have the following delegated powers and be accountable to Council for the exercising of these powers:</p> <p><b>Power to Act</b></p> <p><b>The committee has the delegated authority to:</b></p> <ol style="list-style-type: none"> <li>assess and provide advice to Council on the strategic issues relating to the delivery of infrastructural asset services</li> <li>reviewing and recommending to Council strategies on how it should go about managing the delivery of the infrastructural asset services that it provides</li> </ol>

	<p>c) monitor the condition and performance capability of the infrastructural assets owned by Council so as to ensure that it protects its investment in these assets in accordance with accepted professional standards</p> <p>d) monitor the delivery of capital works projects and the implementation of the capital works programme</p> <p>e) monitor the delivery of operations and maintenance contracts</p> <p>f) approve and/or assign all contracts for work, services or supplies where those contracts relate to work within approved estimates. Where the value of the work, services, supplies or business case or the value over the term of the contract is estimated to exceed \$2 million a prior review and recommendation of the business case by the Finance and Assurance Committee is required. The business case shall include as a minimum; risk assessment, a procurement plan and financial costings. If there is a different recommendation from the Finance and Assurance Committee the matter will be referred to Council for a decision</p> <p>g) monitor the return on all Council's investments including forestry</p> <p>h) monitor and track Council contracts and compliance with contractual specifications.</p> <p><b>Power to Recommend</b></p> <p>The Services and Assets Committee is responsible for considering and making recommendations to Council regarding:</p> <p>a) policies relating to the scope of activities of the Services and Assets Committee</p> <p>b) changes to Council's adopted levels of service</p> <p>c) the dividend from the forestry business unit</p>
<b>FINANCIAL DELEGATIONS</b>	<p>Council authorises the following delegated authority of financial powers to Council committees in regard to matters within each committee's jurisdiction.</p> <p><b>Contract Acceptance:</b></p> <ul style="list-style-type: none"> <li>accept or decline any contract for the purchase of goods, services, capital works or other assets where the total value of the lump sum contract does not exceed the sum allocated in the Long Term Plan/Annual Plan and the contract relates to an activity that is within the scope of activities relating to the work of the Services and Assets committee</li> <li>accept or decline any contract for the disposal of goods, plant or other assets other than property or land.</li> </ul> <p><b>Budget Reallocation.</b></p> <p>Committee is authorised to reallocate funds from one existing budget item to another. Reallocation of this kind must not impact on current or future levels of service and must be:</p> <ul style="list-style-type: none"> <li>funded by way of savings on existing budget items</li> <li>within the jurisdiction of the committee</li> <li>consistent with the Revenue and Financing Policy.</li> </ul>



<b>LIMITS TO DELEGATIONS</b>	<p>Matters that must be processed by way of recommendation to Council include:</p> <ul style="list-style-type: none"> <li>• amendment to fees and charges relating to all activities</li> <li>• powers that cannot be delegated to committees as per the Local Government Act 2002 and sections 2.4 and 2.5 of this manual.</li> </ul> <p>Delegated authority is within the financial limits in section 9 of this manual.</p>
<b>STAKEHOLDER RELATIONSHIPS</b>	<p>This committee shall maintain relationships including, but not limited to the following organisations:</p> <ul style="list-style-type: none"> <li>• Community Boards</li> <li>• Regional Land Transport Committee</li> <li>• WasteNet</li> <li>• FENZ (Fire and Emergency New Zealand)</li> </ul> <p>The committee will also hear and receive updates to Council from these organisations, as required.</p>
<b>CONTACT WITH MEDIA</b>	<p>The committee chairperson is the authorised spokesperson for the committee in all matters where the committee has authority or a particular interest.</p> <p>Committee members do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The group manager services and assets will manage the formal communications between the committee and the people of the Southland District and for the committee in the exercise of its business.</p> <p>Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>

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**1 Apologies**

At the close of the agenda no apologies had been received.

**2 Leave of absence**

At the close of the agenda no requests for leave of absence had been received.

**3 Conflict of Interest**

Committee Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

**4 Public Forum**

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on [www.southlanddc.govt.nz](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

**5 Extraordinary/Urgent Items**

To consider, and if thought fit, to pass a resolution to permit the committee to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) the reason why the item was not on the Agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

"Where an item is not on the agenda for a meeting,-

- (a) that item may be discussed at that meeting if-
  - (i) that item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

**6 Confirmation of Minutes**

There are no minutes to confirm as this is the first meeting of the Committee for the 2019/2022 Triennium.



## Design Build Bridge Contracts - Accelerated Bridge Programme 2019/2021

Record No: R/19/11/26389

Author: Hartley Hare, Strategic Manager Transport

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 The purpose of the report is to seek approval to award two packages of design build bridge tenders to replace up to 19 bridges during the remainder of the current approved Long Term Plan (LTP) 2018-28.

### Executive Summary

- 2 Council on 22 May 2019, approved unbudgeted expenditure of \$3,000,000 for additional bridge renewals, acknowledging that Southland District Council will contribute \$1.47 million of this with New Zealand Transport Agency approved funding of \$1.53 million.
- 3 To utilise the \$3 million additional funding available; 19 structures that lend themselves to design/build type procurement that are posing high risk to Council have been identified for replacement.
- 4 The 19 structures were separated into two packages of work that have gone to open tender and evaluated by the Tender Evaluation Team (TET).
- 5 The preferred tenderer for contract 19/25 Southern Southland Bridge Replacements is Downer with its proposal price of \$1,544,121.88 (6.1% above estimate of \$1,450,000.00).
- 6 The preferred tenderer for contract 19/24 Northern Southland Bridge Replacements is SouthRoads with their proposal price of \$1,610,182.45 (0.6% above estimate of \$1,600,000.00).

## Recommendation

### That the Services and Assets Committee:

- a) **Receives the report titled “Design Build Bridge Contracts - Accelerated Bridge Programme 2019/2021” dated 26 November 2019.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to award contract 19/25 Southern Southland Bridge Replacements to Downer with their proposal price of \$1,544,121.88 (excluding GST).**
- e) **Agrees to award contract 19/24 Northern Southland Bridge Replacements to SouthRoads with their proposal price of \$1,610,182.45 (excluding GST).**

## Background

- 7 Through the 2018 Long Term Plan (LTP) process, Council identified the need to undertake further work to inform the extent of the bridge issue within the district. This work has now been completed and it is clear that based on the condition of the bridges along with the current budget availability, established through the 2018 LTP that Council cannot afford to maintain and replace all structures when they reach the end of their useful lives. The bridge matrix was developed as a decision making and prioritisation tool with the ultimate long term goal of a sustainable network.
- 8 Council has 171 structures that need to be replaced or rationalised in the next 12 years and a further 22 in the eight years beyond that. Based on the current allocated funding there is a significant financial deficit to replace all these bridges within the next 12 years.
- 9 Council applied to NZ Transport Agency (NZTA) for an additional \$3 million (programme value) for this current three year approved funding cycle of the LTP, which NZTA have approved.
- 10 Council on 22 May 2019 approved unbudgeted expenditure of \$3,000,000 for additional bridge renewals, acknowledging that Southland District Council will contribute \$1.47 million of this with NZTA approved funding of \$1.53 million.
- 11 To utilise the \$3 million additional funding available; the proposal is to accelerate the “quick wins” by replacing structures that lend themselves to design/build type procurement that are posing a high risk to Council.

## Programme Discussion

- 12 Ideally the “quick wins” would be bridges that have been deemed required to be replaced and retained by Council and hence no divestment or significant consenting issues are likely to cause delays. However, due to the risk some of these structure are exposed to and lack of alternative

access, replacement cannot wait until divestment negotiations are finalised, or until the next LTP (2021-31) is adopted.

- 13 It is recognised that with this approach, Council may lose the opportunity to divest some of these structures in the short term – however the health and safety risks must take precedent in the short term.
- 14 The ‘quick win bridges’ have then been sorted by length to determine sites that will lend themselves to simple design/build methodology. Structures less than 3m have been left out as these will be evaluated separately for possible culverts. Structures greater than 12m have also been left out as these will most likely need bespoke type designs and therefore only 4-12m structures have been considered for design/build replacement.
- 15 The list of structures have then been prioritised based on existing postings, remaining useful life and aggregated into two programmes of work – map of sites appended in attachment A.
- 16 Six of the 19 structures have been tendered as provisional items and will only be completed if budget allows. All 19 structures have been built into the contractor’s work programmes as the intention is to complete all 19.

### **Tender Evaluation**

- 17 Both packages of work were advertised on Local Government (LG) Tenders with contract 19/25 Southern Southland Bridge replacements closing on 20 September 2019 and 19/24 Northern Southland Bridge replacements closing 18 October 2019.
- 18 Both contracts were tendered with NZTAs weighted attribute method (50% non-price attributes, 50% price) and in accordance with Councils’ procurement policy.

#### **19/25 Southern Southland Bridge Replacements:**

- 19 Five tenders plus an alternative tender were received for the Southern Package with four tenders being conforming to the requirements set out in the request for tender.
- 20 The non-price attributes for the Southern Package were assessed and weighted with a Supplier Quality Premium being calculated ranging being \$0.00 - \$135,000.00.
- 21 The price submissions for the Southern Package conforming tenders ranged \$1,544,121.88 - \$1,833,260.86.
- 22 The preferred tenderer for contract 19/25 Southern Southland Bridge Replacements is Downer with their proposal price of \$1,544,121.88 (6.1% above estimate of \$1,450,000.00)
- 23 It is worth noting that Downer are the preferred for the Southern Package with or without the Supplier Quality Premium being applied.

#### **19/24 Northern Southland Bridge Replacements:**

- 24 Five tenders were received for the Northern Package with four tenders being conforming to the requirements set out in the request for tender.
- 25 The non-price attributes for the Northern Package were assessed and weighted with a Supplier Quality Premium being calculated ranging being \$0.00 - \$127,500.00.

- 26 A negative added value premium of \$300,000.00 (approximate cost of two bridges) was applied to Downers submission; as there are significant benefits of having two separate contractors in the market in both the short term and long term.
- 27 The price submissions for the Northern Package conforming tenders ranged \$1,610,182.45-\$1,809,164.06.
- 28 The preferred tenderer for contract 19/24 Northern Southland Bridge Replacements is SouthRoads with their proposal price of \$1,610,182.45 (0.6% above estimate of \$1,600,000.00)
- 29 It is worth noting that SouthRoads are the preferred for the Northern Package with or without the Supplier Quality Premium and Added Value Premium being applied.
- 30 A breakdown of the scores and tender evaluation comments are appended in attachment B.

### **Issues**

- 31 By replacing some of these bridges now; Council may lose the opportunity to divest some of these structures in the short time – however the health and safety risks must take precedent in the short term.

### **Factors to Consider**

#### **Legal and Statutory Requirements**

- 32 Council's objective is to maintain access where practically possible and economic to do so.
- 33 While Council's long term focus is to rationalise assets to provide a more sustainable network; the programme of work at this time is only to replace structures that pose high risk and therefore we are obligated to act now.

#### **Community Views**

- 34 No specific community views have been sought in relation to this proposed increased bridge replacement programme however individual landowners have been contacted.
- 35 Based on ongoing negotiations with specific structures; the community have strong views on providing access and status quo level of service and therefore it is believed that this programme of bridge replacements will be supported by the wider community.
- 36 Views on the wider bride network will be sought through the 2031 LTP.

#### **Costs and Funding**

- 37 NZTA have committed to an additional \$3 million (total project) for the current funding cycle (2018-21) if Council can contribute their 49% (\$1.47 million).
- 38 Council on 22 May 2019, approved unbudgeted expenditure of \$3,000,000 for additional bridge renewals, acknowledging that Southland District Council will contribute \$1.47 million of this with New Zealand Transport Agency approved funding of \$1.53 million.
- 39 This approved additional funding has formed part of the low cost low risk funding category.
- 40 The same funding assistance rate (FAR) of 51% applies to the additional funds.



41 The two tendered proposals sum to \$3,154,304.33 which is more than the approved \$3M expenditure. This figure has a contingency sum of \$200,000.00 between the two contracts and therefore is approximately right on budget.

42 The six provisional bridges will only be completed if budget allows.

### **Policy Implications**

43 The current Activity Management Plan (AMP) did not anticipate the number of structures that are coming to the end of their useful lives as soon as they have. This has been demonstrated that the data Council holds in regards to remaining useful cannot be 100% relied on.

44 Some structures need to be replaced with urgency to continue to provide suitable access and reduce the risk the community and Council is currently exposed to.

45 As a result of ongoing monitoring, increased inspections and interrogation of existing data; the recommendation from Council's transport team is that an increased level of both bridge replacements and maintenance is needed to commence effective immediately. This is far quicker than the AMP anticipated for.

46 Both contracts were tendered with NZTAs weighted attribute method (50% non-price attributes, 50% price) and in accordance with Council's procurement policy.

### **Analysis**

#### **Options Considered**

47 Two options are to be considered; to award or not to award the tenders.

### **Analysis of Options**

#### **Option 1 – Award both tenders**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• maintain and improve level of service provided</li><li>• remove risk to Council</li><li>• gain traction with quick easy wins while working through more challenging conversations/long term decisions.</li></ul>	<ul style="list-style-type: none"><li>• None identified</li></ul>

### Option 2 – Don't award both tenders

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• None identified</li></ul>	<ul style="list-style-type: none"><li>• more bridges will close – lower level of service</li><li>• providing access may not always be achievable</li><li>• increasing level of risk Council is exposed to long term.</li></ul>

### Assessment of Significance

- 48 Not considered significant if appropriate measures and treatments are carried out now. However this may change if the work is not undertaken and subsequent issues arise.

### Recommended Option

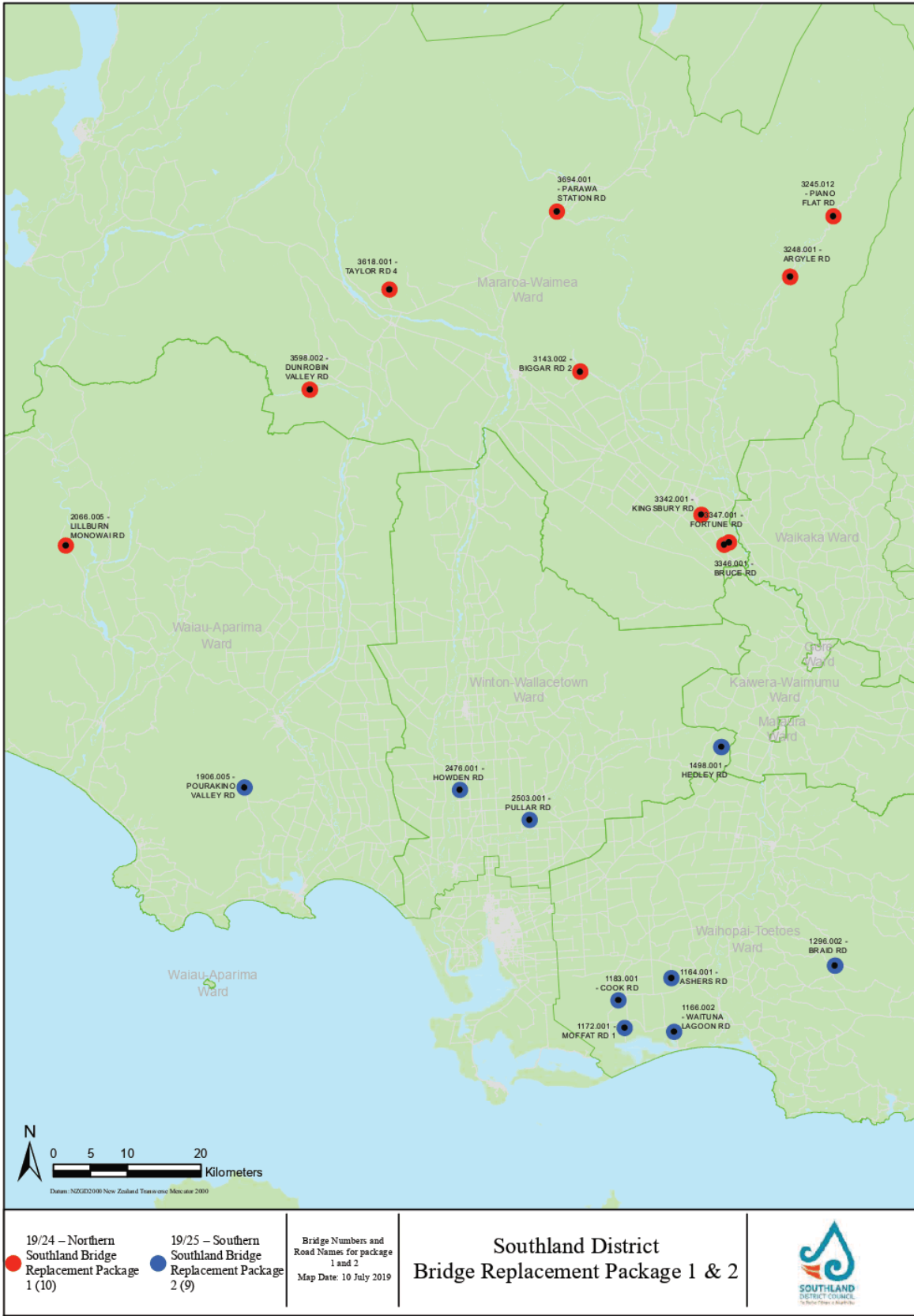
- 49 Award both contracts as per the TET recommendation.
- 50 The TET recommend awarding contract 19/25 Southern Southland Bridge Replacements to Downer for their proposal price of \$1,544,121.88 (excluding GST).
- 51 The TET recommend awarding contract 19/24 Northern Southland Bridge Replacements to SouthRoads for their proposal price of \$1,610,182.45 (excluding GST).

### Next Steps

- 52 Formally award the contracts and notify all tenderers of the outcome.

### Attachments

- A 19 Design Build Bridges - Site Location <Map [↓](#)
- B Tender Evaluation 19/25 and 19/24 [↓](#)





## Tender Evaluation

### 19/25 Southern Southland Bridge Replacements

		PROPOSAL 1	PROPOSAL 2	PROPOSAL 3	PROPOSAL 4
Attribute		Downer	SouthRoads	Fulton Hogan	Whitestone
Relevant Experience	5%	85	80	75	65
Track Record	5%	70	85	55	70
Technical Skills	5%	70	75	80	70
Resources	10%	75	75	70	65
Management Skills	10%	80	80	85	80
Methodology	15%	85	80	85	65
Supplier Quality Premium		\$135,000.00	\$135,000.00	\$114,750.00	\$0.00
Proposal Price		\$1,544,121.88	\$1,652,493.46	\$1,668,679.50	\$1,833,260.86
Adjusted Price		\$1,389,121.88	\$1,517,493.46	\$1,553,929.50	\$1,833,260.86

Concrete Structures Ltd submitted a proposal that was deemed non-conforming as it did not meet the tender requirements of an 80 year design life for the bridges.

Concrete Structures Ltd also submitted an alternative proposal that was not evaluated as the tender required a conforming proposal to accompany any alternatives supplied.

Price submissions for both of Concrete Structures Ltd proposal were not viewed.

### 19/24 Northern Southland Bridge Replacements

		PROPOSAL 1	PROPOSAL 2	PROPOSAL 3	PROPOSAL 4
Attribute		SouthRoads	Fulton Hogan	Whitestone	Downer
Relevant Experience	5%	85	80	65	85
Track Record	5%	80	60	75	70
Technical Skills	5%	80	80	80	80
Resources	10%	75	75	75	75
Management Skills	10%	80	85	75	80
Methodology	15%	80	80	65	85

Tender Evaluation

Southland District Council  
Te Rohe Pōtae o Murihiku

PO Box 903  
15 Forth Street  
Invercargill 9840

0800 732 732  
@ sdc@southlanddc.govt.nz  
📍 southlanddc.govt.nz



	PROPOSAL 1	PROPOSAL 2	PROPOSAL 3	PROPOSAL 4
Supplier Quality Premium	\$120,000.00	\$97,500.00	\$0.00	\$127,500.00
Added Value Premium				-\$300,000.00
Proposal Price	\$1,610,182.45	\$1,809,164.06	\$1,753,714.50	\$1,746,793.59
Adjusted Price	\$1,490,182.45	\$1,711,664.06	\$1,753,715.50	\$1,919,293.59

A negative added value premium of \$300,000.00 was applied to Downers submission; as there are significant benefits of having 2x separate contractors in the market.

Andrew Haulage submitted a proposal that was deemed non-conforming as it did not meet the tender requirements around the methodology. The submission was very incomplete and this feedback has been passed on to Andrew Haulage.

Price submission for Andrew Haulage was not viewed.

### General Comments (Both Packages):

- overall the submissions were quite comprehensive and well and truly met the tender requirements (for the 4x conforming submissions)
- where the bigger contractors had a slight non price advantage was more relevant experience of projects of similar relevance and scale
- track record was not demonstrated well by some. Detail around budget and programme performance was lacking
- all contractors demonstrated they had the technical skills, resources, management skills to meet the requirements for these design build bridges.
- methodology separated the non-price scores and hence Supplier Quality Premium as it had the biggest variance in detail provided as well as weighted the highest with 15%. The variance in scores were mainly due to some contractors proving good site specific design and methodologies versus some contractors being more generic.



## Roading Operations October 2019

**Record No:** R/19/11/26089  
**Author:** Hartley Hare, Strategic Manager Transport  
**Approved by:** Matt Russell, Group Manager Services and Assets

☐ Decision ☐ Recommendation ☒ Information

### Purpose

- 1 The purpose of this report is to update the committee on the progress of the major roading maintenance contracts and provide some context to the 2019/20 budget.
- 2 SouthRoads currently have the Waimea and Central Alliance maintenance contracts with Fulton Hogan having the Foveaux Alliance Contract.

### Summary

- 3 Customer satisfaction; 189 Requests for Service (RFS), across the three Alliance contracts were received in October compared to 56 in 2018/19, an increase of 133 or 338%. This is a significant increase compared to the same time last year and well above historic averages (81).
- 4 The unsettled and wetter weather has been the main driver of this increase this across all the Alliance areas. Mud on the roads, gravel road maintenance and flooding (blocked culverts) are the main areas of concern.
- 5 In relation to health and safety; 11 safety audits were completed in October with no lost time injuries and 13 near misses reported.
- 6 Activity performance:
  - metalling, 22,861m<sup>3</sup> (45%) has been placed of a total 2019/20 budget of 50,755 m<sup>3</sup>.
  - grading, 4,978 km (37%) have been graded by October of a total 2019/20 budget of 13,400 km for the year.
  - over the past month the general focus has been getting reseal sites ready and drainage works including culvert clearing.
  - focus will start shifting towards pavement repairs as weather condition improve including commencing work on the 20/21 pre seal program.

### Alternative Coastal Route Seal Extension

- 7 LINZ have approved the survey plans and the next phase is to carry out a reconciliation between the approved plans and land purchase agreements to confirm all survey plans match.

### Pavement Rehabilitation / Resurfacing

- 8 The Roding Company having started works on Edendale Wyndham Road/Brydone Glencoe pavement rehabilitation while SouthRoads have commenced work on Otapiri Gorge Road.
- 9 The 2019/20 resurfacing season has been off to a slow start due to the unsettled weather. Downer have shifted the larger sealing crews to areas with more settled weather. This crew along with any additional crews required will return as weather conditions improve.

## **Bridges**

- 10 Two bridge design/build packages have had the tender evaluation completed and the outcome of this will be reported back separately.
- 11 Two bespoke designs are also currently being completed.
- 12 Mararoa Bridge and McDonald Road Bridge replacement are also underway however Mararoa has had some setbacks due to river levels as demonstrated by the photo below.



## **Financial**

- 13 There were no outstanding claims or variations to the maintenance contracts. All claims and invoices for completed work were certified and accepted.

## **Recommendation**

**That the Services and Assets Committee:**

- a) **Receives the report titled “Roading Operations October 2019” dated 26 November 2019.**

## **Attachments**

- A Waimea A3 Report - October 2019 [↗](#)
- B October 2019 H&S Report [↗](#)
- C Central Alliance A3 report - October 2019 [↗](#)
- D Foveaux A3 Report - October 2019 [↗](#)
- E Foveaux Safety Report - October 2019 [↗](#)





# Summary Report October 2019

## PERFORMANCE

RFS	Number of Sign RFS's	Monthly	2
	Total number received since last report cycle (Excluding Signs)	Monthly	33
	# Not completed on time within the required timeframe	Monthly	0
	# Customers contacted (where possible excluding signs)	Monthly	33
	# Non-performance related - where we provide customer support (e.g. farmers mess, incident response etc.)	Monthly	5
	RFS Contract Management Resource (hours)	Monthly	3.5
PERFORMANCE SCORECARD			
KEY RESULT AREA	TREND	WEIGHTING	PRELIM SCORE
COMMERCIAL	-	10%	10%
CUSTOMER AND COMMUNITY GOVERNANCE	-	10%	9.1%
HEALTH & SAFETY	-	40%	34%
ALLIANCE EFFECTIVENESS AND EFFICIENCY	-	40%	37%
NETWORK SAFETY & RISK		MONITORED	RoadRoid and monthly Audits partially completed.
ALLIANCE RESOURCES MANAGEMENT		MONITORED	No significant issues. Currently reviewing some sub-contractor specs.
REPORTING AND GOVERNANCE		MONITORED	Management Plans to be reviewed.

For the third consecutive month, a fairly unbroken westerly weather pattern continued across the Tasman Sea and New Zealand with fronts bringing rapid changes to the weather across much of New Zealand. Snow fell low on the southern ranges from time to time, and winter's snow cover on the mountains didn't start thinning until a warm NW wind ripped a fair amount off on the 26th. This was the first significant snowmelt since much earlier in the winter. There were only eight days without measurable rainfall, and periods of gusty winds, especially later in the month. We again this month had a skiff of snow on Blackmount Hill.

The drainage crew have been dealing with flax removal in the Tuatapere Ward. These flaxes and trees were a visibility issue so good to get these tidied up. The crew also started the last reseal site that needed water channel cleaning. They then went away and worked for another division for the shortened Labour Weekend week. Looking ahead the crew have several drainage issues to tidy up in the Waikaia Ward before doing some flax work before heading to Whitestone Road and giving the first two kilometres a good water table and batter some banks back prior to an Otta Seal going down from the highway up to the Lynwood Cemetery.

Township cyclic work continues around the towns with minor projects being completed also and RFS's completed.

We have just received the 2020/21 program so we will be marking these sites up over the coming months and the cycle starts over again. The weather has not allowed us to complete as much marking up as we would have liked but November looks more settled to be able to do this.

Noxious Spraying has been completed including the highways and the Spring Urban TVC spraying was also completed in October. Sealed road verge spraying will start in November along with the first shoulder mow for the season.

## PROGRESS

Item	% Completed	Comments
Non-Reseal Stabs 2,500 m² Programmed	%	Will be marked up November
Maintenance Metaling (22,000m²)	33 %	7,261 m² YTD
Grading (400km target month)	501 km (MTH) 1,802 km (YTD)	2 Graders
Verge Spraying	0%	Nov/Dec
Noxious Spraying	100%	Sept/Oct
Bridge Repairs	On-going	Working closely with SDC Rooding Team in delivering key bridging work identified. Currently have a cyclic crew working 2 days a week on bridges.
Drainage Repairs	PRR	95% Completed

67 of the 71 (94%) sites have been released for inspection. This equates to 66,184 km out of a possible 77,298 km released. 8 Stabbies have popped up on the Dipton Castle Rock sites. These will be dealt to Mid November.

Activity	Prog Qty	Comp Qty	Remaining Qty
Depressions (m²)	2,688	2,688(100%)	0 (0%)
Edge Breaks (m)	13,284	13,284 (100%)	0 (0%)
Dig Outs (m²)	77	77 (100%)	0 (0%)
Stabilising (m²)	4,177	4,177 (100%)	0 (0%)
WCC (m)	33,586m	33,586 (100%)	0 (0%)

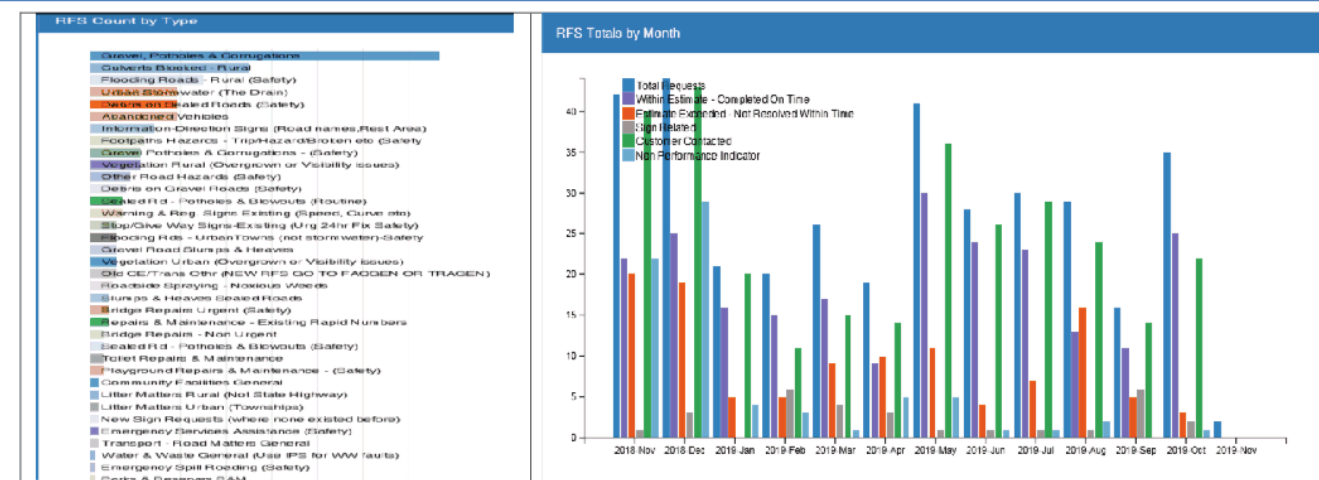
## RISK & STRATEGY UPDATES

Identified Risks		Update
Roads	Mavora Lakes/ Centre Hill Road	We have recently completed Area wide work on this road which should improve the pavement performance.
	Riversdale Waikaia Road	A section of this road has corrugated likely due to tree roots under the road. An Opus tree specialist is to advise options. Warning signs have been installed. Currently trying to contact landowners.
	Waiau Street Manapouri Slip	Opus are currently investigating and provide feedback.
Strategic	RAMM Contractor / Dispatch	The rollover to RAMM has been a success with only minor teething issues as expected. In monitoring and process improvement phase of the project.
	Alliance Plans	Focus will shift towards completing updating agreed plans to help manage several identified risks with staff to clarification of LOS etc.
	Alliance Project Manager	This has now been filled with Dylan Rabbidge starting in November.
	Grader Overweight Permits	Graders have now been weighed. Next step under review.

## CUSTOMER SERVICE MANAGER REPORT

October was a steady month for RFS's. A few corrugations and pothole requests due to the weather. The rest of the requests were just one or two of a variety of other requests being, vegetation, Flooding, footpath trip hazard, and a blocked culvert and four abandoned vehicles.

## RFS GRAPHS



MONTHLY AUDIT RESULTS

Network Audits have commenced this month using Pocket RAMM. We will also ramp up the use of RoadRoid as this application has significantly improved the data analytics and the information can be more useful in decision making.

GOLD STAR INITIATIVES -

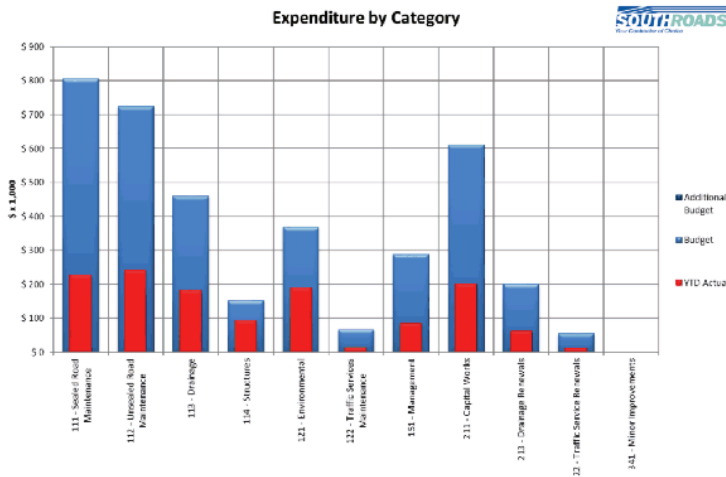
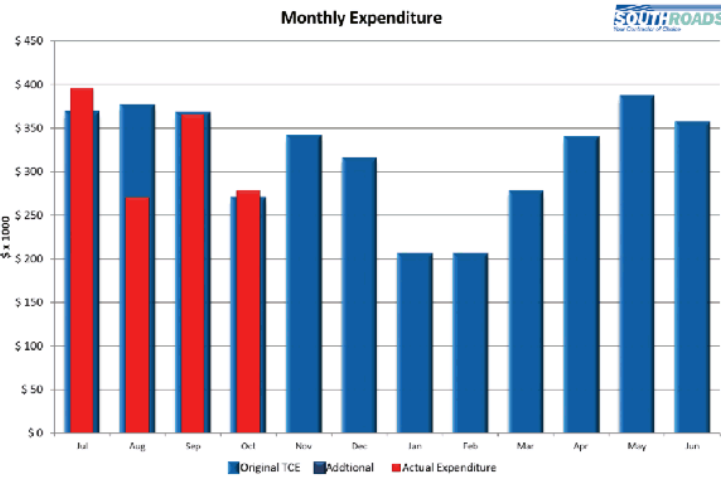
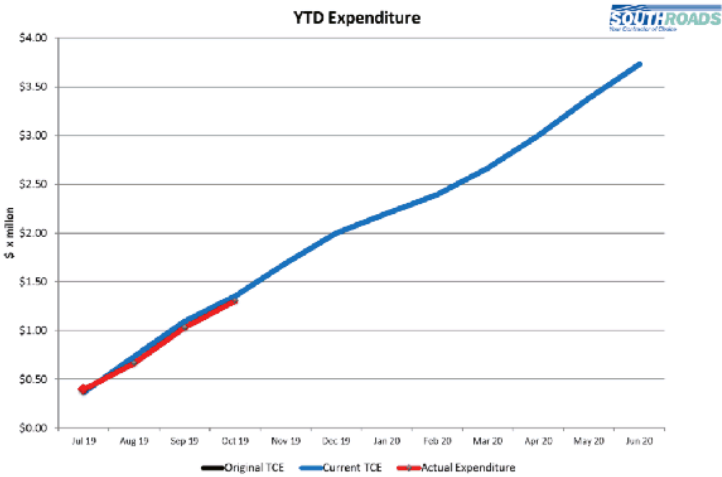
Utilizing RAMM Inspection module to track bridge inspections. Training has been held with SDC.

AROUND THE MOUNTAIN CYCLE TRAIL/FACILITIES

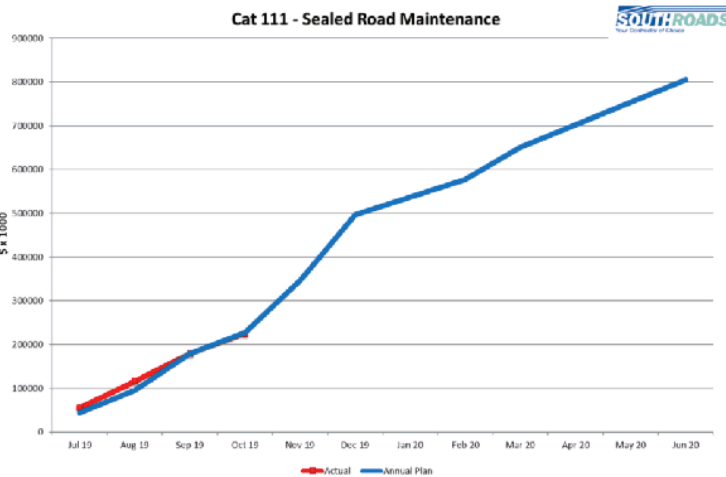
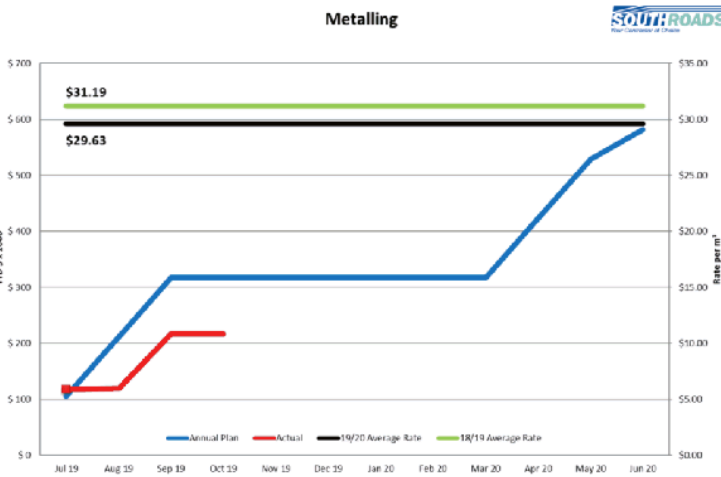
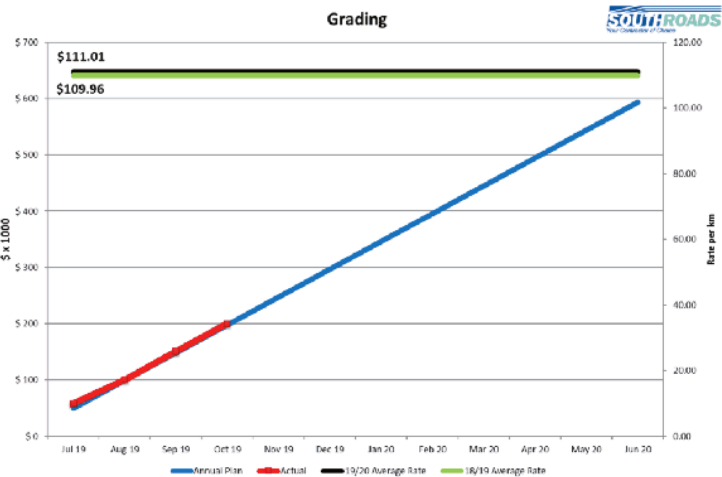
Cycle trail first round of spraying completed. Mulching of broom has been completed between Lumsden and Mossburn. Some minor clean up work required.

Facilities work has been progressing as usual. The first Facilities Contract Meeting was held in September with some good discussions. Looking forward to feedback around Playground inspections. Working closely with facilities in resolving playground issues.

FINANCIAL GRAPHS



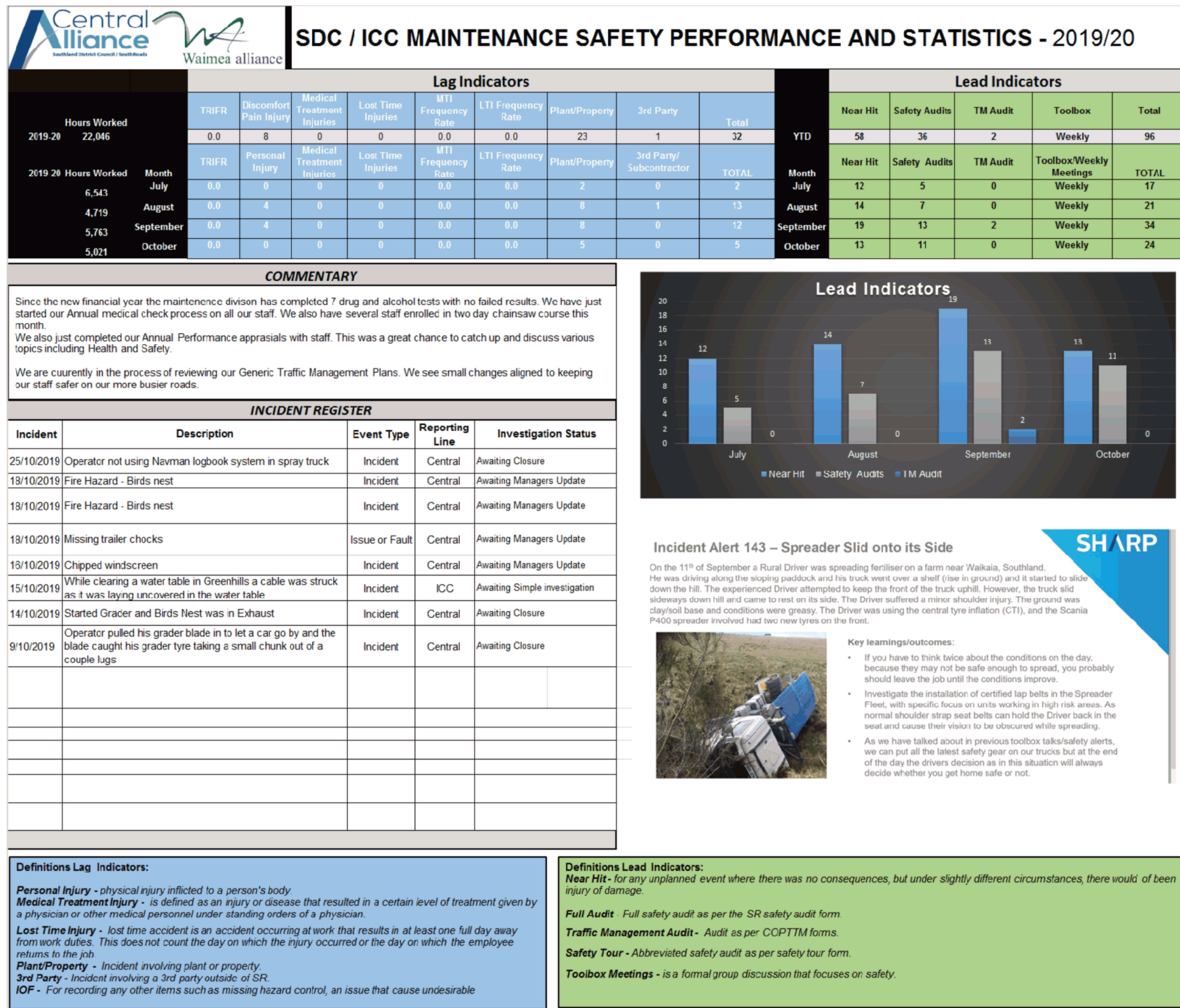
KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

NZTA Subsidised Summary	Ann Amt	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/ Over (+ve)	%age Under(-ve)/ Over (+ve)
Original TCE	\$ 3,825,059	361,884	369,686	360,861	263,645	334,576	308,529	198,776	198,776	270,700	333,004	380,031	349,590	3,730,059		
Additional		0	0	0	0	0	0	0	0	0	0	0	0	-		
Current TCE		361,884	369,686	360,861	263,645	334,576	308,529	198,776	198,776	270,700	333,004	380,031	349,590	3,730,059		
Actual Expenditure		394,685	270,128	364,632	277,369	0	0	0	0	0	0	0	0	1,306,815	2,423,244	65%

FINANCIAL COMMENTARY  
Routine maintenance completed. Sealed road flanking and the pre-mix have also been working on the Waimea beat over the month. Noxious weed spraying on both SDC roads and Highways was completed this month.







# Summary Report –October 2019

## PERFORMANCE

RFS	Number of Sign RFS's	Monthly	10
	Total number received since last report cycle (Excluding Signs)	Monthly	90
	# Not completed on time within the required timeframe	Monthly	8
	# Customers contacted (where possible excluding signs)	Monthly	85
	# Non-performance related - where we provide customer support (e.g. farmers mess, incident response etc.)	Monthly	7
	RFS Contract Management Resource (hours)	Monthly	20
PERFORMANCE SCORECARD			
KEY RESULT AREA	TREND	WEIGHTING	PRELIM SCORE
COMMERCIAL	-	10%	10%
CUSTOMER AND COMMUNITY GOVERNANCE	-	10%	9.1%
HEALTH & SAFETY	-	40%	40%
ALLIANCE EFFECTIVENESS AND EFFICIENCY	-	40%	38%
NETWORK SAFETY & RISK		MONITORED	
ALLIANCE RESOURCES MANAGEMENT		MONITORED	No significant issues. Currently reviewing some sub-contractor specs.
REPORTING AND GOVERNANCE		MONITORED	Management Plans to be reviewed.

## RISK & STRATEGY UPDATE

Identified Risks		Update
Roads	Flooding Slip Sites – (Browns Settlers, Gill Roads)	Browns Settlers has had a sight rail built for safety purposes. Gill Road has been designed and ready for pricing and construction.
	Richard Street (Moore's Reserve)	The AMT have decided to slightly pull back the grading cycle from two to three weeks. Will monitor.
	Makawera Browns Road – shoulder slumping	Shoulders are slumping at Wilsons Crossing end - To be monitored for further movement.
	Otapiri Gorge Area.	Flood repairs have been repaired. Additional Dig-outs required which be completed next financial year.
Strategic	RAMM Contractor / Dispatch	The rollover to RAMM has been a success with only minor teething issues as expected. In monitoring and process improvement phase of the project.
	Alliance Plans	Focus will shift towards completing updating agreed plans to help manage several identified risks with staff t/o clarification of LOS etc.
	Alliance Project Manager	This has now been filled with Dylan Rabbidge starting in November.
	Grader Overweight Permits	Work currently ongoing in regards to Grader permits. Currently evaluating network risk.

October has followed a similar weather pattern to the previous two months, extremely unsettled. Four seasons in one day is how you would describe it. As usual the end of October proved to be reasonably gusty.

The first shoulder mowing round has started in the Central area. We have seen an increase in grass growth due to the wet and warm weather we have had. Noxious spraying has started in the Central area.

The digger crew have been completing flanking and high lip removal on reseal roads. They managed to get this work completed in October and it is looking great. They have moved onto some pre-logging work on some narrow gravel roads to allow for logging contractors to operate safely.

Township cyclic work continues around the towns with minor projects being completed along with Request for Service's.

We have received the 20/21 reseal list, we are currently in the process of marking these sites out for the coming season.

## PROGRESS

Item	% Completed	Comments
Non-Reseal Stabilisations 2,995m2	(4%)	160m2. With other priorities this will now form part of the 19/20 programme.
Metalling (18,467m²)	65%	11,986m² completed.
Grading (400 km target)	682km (MTH) 1845km (YTD)	2.75 Graders
Verge Spraying	90%	First round in progress
Noxious Spraying	20%	In Progress
Bridge Repairs	On-going	Working closely with SDC Roading Team in delivering key bridging work identified Cyclic crew established will currently working in Waimea will move into Central in the coming months.
Drainage Repairs		Culvert cleaning and culvert extensions completed.

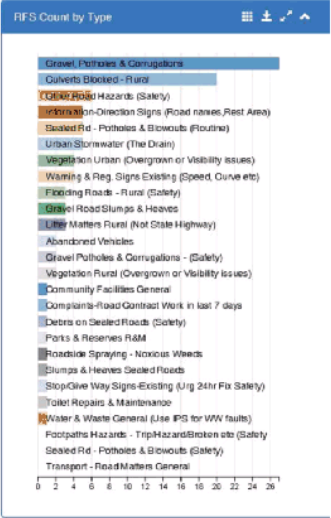
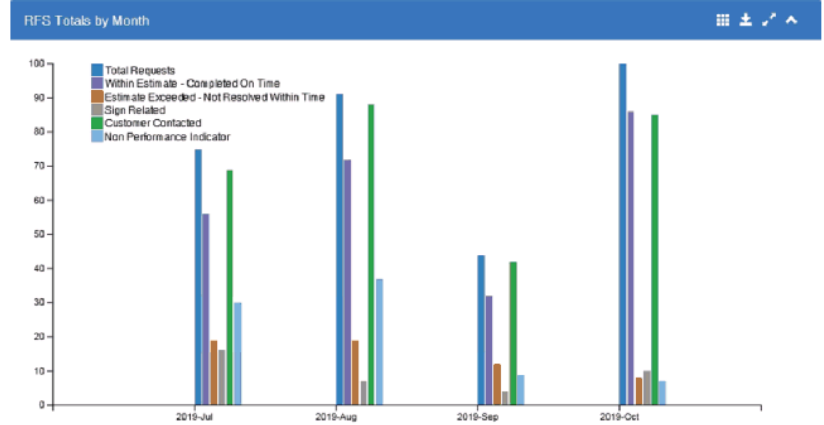
1<sup>st</sup> Reseal Target Release 75% Area Prior 01 October 2019  
19/20 Pre Reseal Repairs 41 of the 50 sites (82 %) are fully completed for inspection

Activity	Programme Qty	Completed Qty	Remaining Qty
Depressions m²	3,803m2	3,803 (100%)	0
Edge Breaks m	5,779m	5,779 (100%)	0
Dig Outs m²	0m2	0 (0%)	0
Stabilisation m²	2,480 m2	2,480(100%)	0
Verge Cleaning m	11,174m	6,480(100%)	0

## CUSTOMER SERVICE MANAGER REPORT

Again, we saw a high number of requests for service come through. An unsettled weather pattern has caused an increase in gravel road potholes and blocked culvert work.

## RFS GRAPHS



MONTHLY AUDIT RESULTS

Still a work in progress with emphasis shifting towards maintaining a regular schedule.

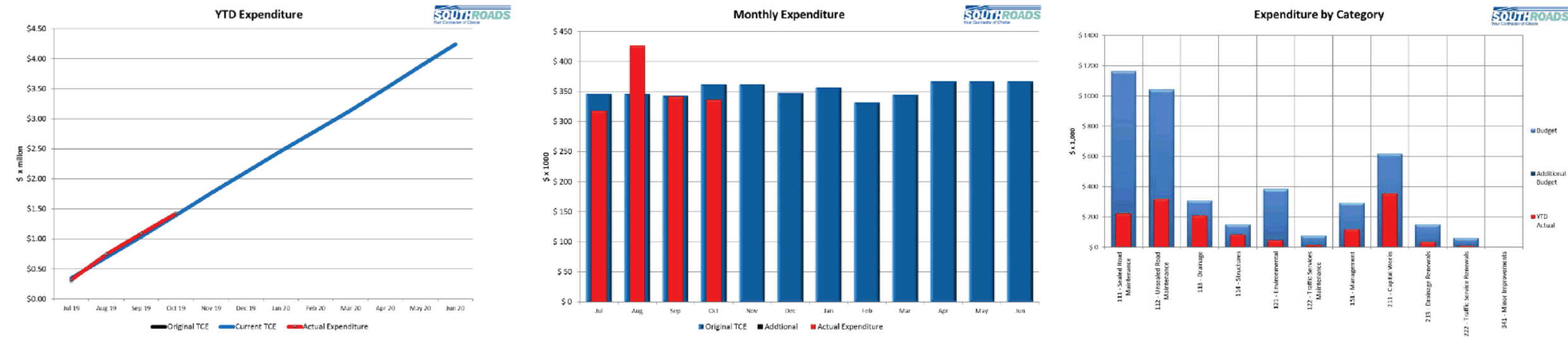
GOLD STAR INITIATIVES

Utilizing RAMM Inspection module to track bridge inspections. Training has been held with SDC.

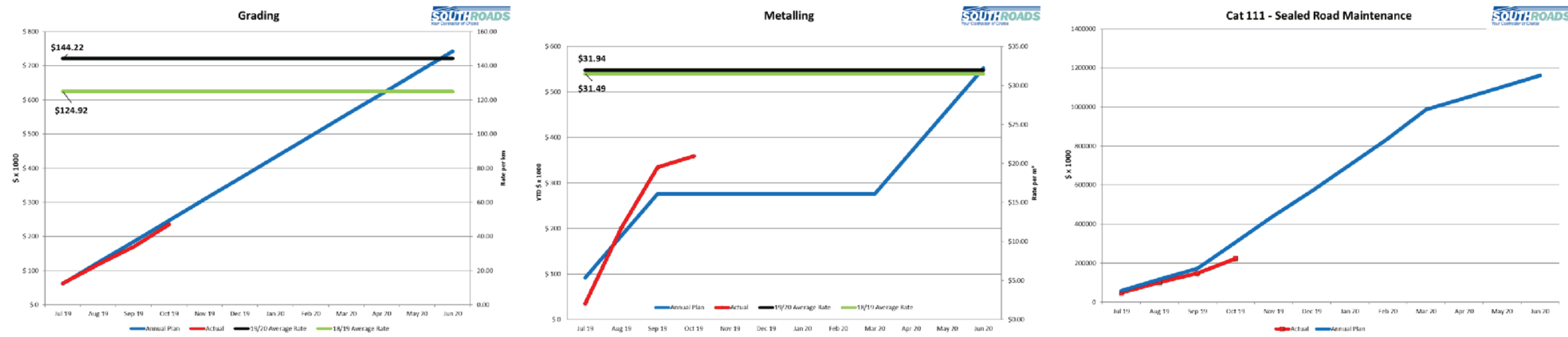
FACILITIES

The team have busy during October removing defective/dangerous equipment from various playgrounds in the region. These issues had been identified from an audit conducted by a consultant to SDC.

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

NZTA Subsidised Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Remaining	%age Remaining
Original TCE	346,249	346,249	343,030	362,138	362,138	347,429	356,852	331,877	344,517	367,011	367,011	367,011	4,241,512		
Additional	0	0	0	0	0	0	0	0	0	0	0	0	-		
Current TCE	346,249	346,249	343,030	362,138	362,138	347,429	356,852	331,877	344,517	367,011	367,011	367,011	4,241,512		
Actual Expenditure	318,592	426,168	341,856	336,728	0	0	0	0	0	0	0	0	1,423,344	2,818,168	66%

**FINANCIAL COMMENTARY**  
The claim for the month was \$336,728. Year to date expenditure is \$1,520,664 (including township work). In line with budget expectations as we have had maintenance metalling activities in the network. Monitoring management costs.



# Summary Report – Oct 2019



## PERFORMANCE

EFFECTIVENESS	RFS	Number of Sign RFS's	monthly	3	
		Total number received since last report cycle (Excluding Signs)	monthly	51	
		# Not completed on time within the required timeframe	monthly	5	
		# Customers contacted (where possible)	monthly	45	
		# Non-performance related - where we provide customer support (e.g. farmers mess, incident response etc.)	Monthly	3	
		RFS Contract Management Resource (hours)	monthly	16	
	CONDITION RATING	Field Audits	monthly	4	
		Monthly score Card (under trial)	Annual	This Mth 77%	YTD Ave 87%
	PROGRAMME	Activity Calendar	Quarterly	All on track	

PEOPLE / CULTURE	TEAM SAFETY	Medical Treatment Intervention - #	monthly	MTD 0	YTD 1
		Lost Time Injury - #	monthly	0	0
		Near Miss/OFI - #	monthly	6	24
		Site Safety Audits	As completed	A good pass for the month	
	TEAM HEALTH / AMT	Satisfaction - 3 monthly measure	Quarterly	94%	
		Team Harmony - 3 monthly measure	Quarterly	94%	
	ROAD USER SATISFACTION	SDC survey, as completed	As completed	0	0
		# complaints (not normal RFS) vs. compliments	Monthly	0 Complaints 2 Compliments	1 Complaints 5 Compliments

## RISK & STRATEGY UPDATES NB NO CHANGE HERE FROM JUNE REPORT

Identified Risks		Update
Roads	Waikawa Curio Bay Otta Seal	Major rock protection work completed to protect against tidal wash, however the Otta seal continues to break break up – Stabi's are working
	Brydone Glencoe slip	Road now open but slip still on the move. As from March 2019 – this site is now under design investigation for AWPT
Slips	Waikawa Curio Bay Road	More movement found after recent pre-reseal inspection carried out, further investigation required prior to reseal approval. (edge delineation installed) – March 2019 – been sealed – watching brief
	Ringa Ringa Bay - SI	Tidal Erosion is steadily increasing - Graham and Brendan are keeping an eye on this. Concerns over the last month. Drone footage is available. (Weekly inspection cost are starting to add up)
Strategic	Non Maintained Roads	Roads that are currently in RAMM but have not been maintained for whatever reason in the past (some 43KM). at \$30K/km this represent \$1.3M risk (worst case) – action – to follow up on agreement and update RAMM

We have continued the good financial start to the year completing 9% of our yearly budget in October (33.5 % YTD) vs our target of 8.7% (30.9% YTD)

Our focus has moved away from preventative drainage work with the changes of the season/weather and we have instead focused on Bridge repairs completing work on the Evans Road deck replacement and the Scrubby Hill piles. 24% (81k) of our October claim was spent on these two jobs.

All pre reseal repairs for 19/20 have been completed including joint inspections on these sites with no other faults being found.

15% (52K) of this month claim was spent on urgent stabilisation work along with the remainder of the pre reseal repairs. With this work now completed, we have proceeded with our initial plan to outsource our Heavy Maintenance crew over the next few months to reduce our cost.

We held our first AMT meeting with the community engineers with some good conversations and plans around playgrounds, budgets and future maintenance of cemeteries.

We have continued working on asset audits with our primary focus on culverts and signs. Over the last two years we check have updated 36% of the culverts assets including 5.3% so far this financial year. We will continue to put focus in these areas of the next few months looking into more efficient ways to update our asset database.

## PROGRESS

Item	Completed	Comments
Non-Reseal Stabi's Budget 4,000m2	109.3 m2 mth 300 m2 YTD	978m2 P1, 1.836m2 P2 ,and 1,192m2 p3 , some of P3 will not be completed due to budgets
Metalling Budget: 13,797m3	551 m3 mth, 3,614 m3 YTD	10,290m3 programed
Grading Budget: 3,800km	275 km mth, 1,331 km YTD	
Verge Spraying Budget: 1,800km	268 km mth 345 km YTD	
Noxious Spraying Budget: 1,313km	0 km mth 0.2 km YTD	
Bridge Repairs Budget \$82,317	\$81,177 mth \$101,714 YTD	Evans Road /Scrubby Hill
Drainage Repairs Budget 30km watertable	5.6km water table	

### 19 / 20 - Pre Reseal Repairs

Activity	Original Prog Qty	Comp Qty	Remaining Qty
Depressions (Levelling) m²	212m2	212m2	0m2
Edge Breaks/low shoulder m	11,317m	11,317m	0m
Clear watertables m	1,268m	1,268m	0m
Stabilisation m²	2,663m3	2,663m2	0m2
Texturising	1324m2	1324m2	0m2
Hi Lipping m	1160m	1160m	0m
48 of 481 Sites Completed -100%		58km of 58km Completed -100%	

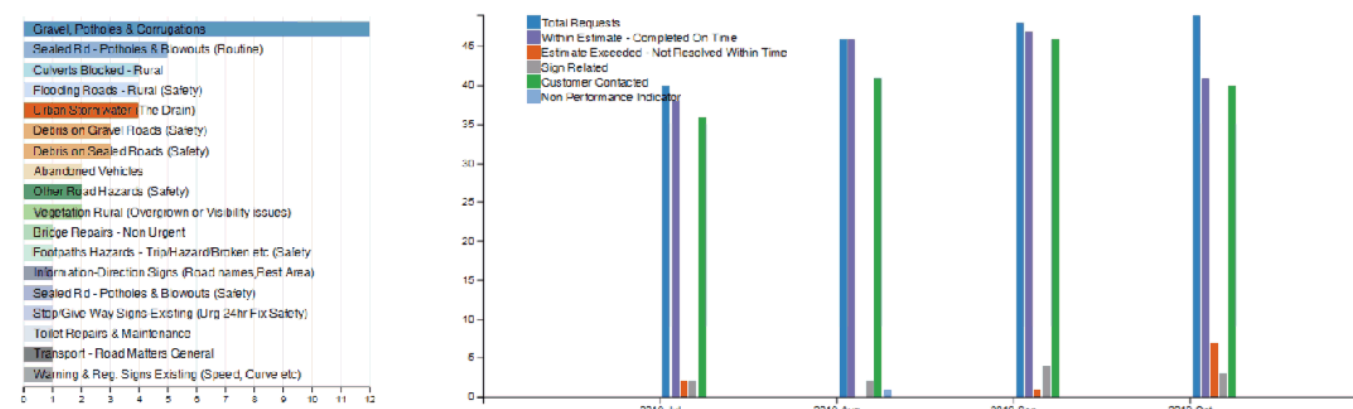
### RAMM Update

All cost transferred Up to March 19

## SUPERVISOR – CUSTOMER RELATIONS

We have continued to receive a large number of Safety RFS's this month with 31% (16) requiring an urgent response, primarily this has been for flooding and farmers mess on the road and the public generally being very thankful for a quick response to their requests along with following up on RFS not relating to this contract (ICC or NOC). There were RFS's that were not updated in time in Pathways, these were physically attended to in a timely manner with communication to the public occurring the same day.

### RFS GRAPHS - RFS MONTHLY TOTAL BY TYPE (LEFT) AND YEAR TO DATE REQUESTS (RIGHT)



FINANCIAL REPORT

The claim for the month was \$339,620.09  
Year to date expenditure is \$1,266,850.71

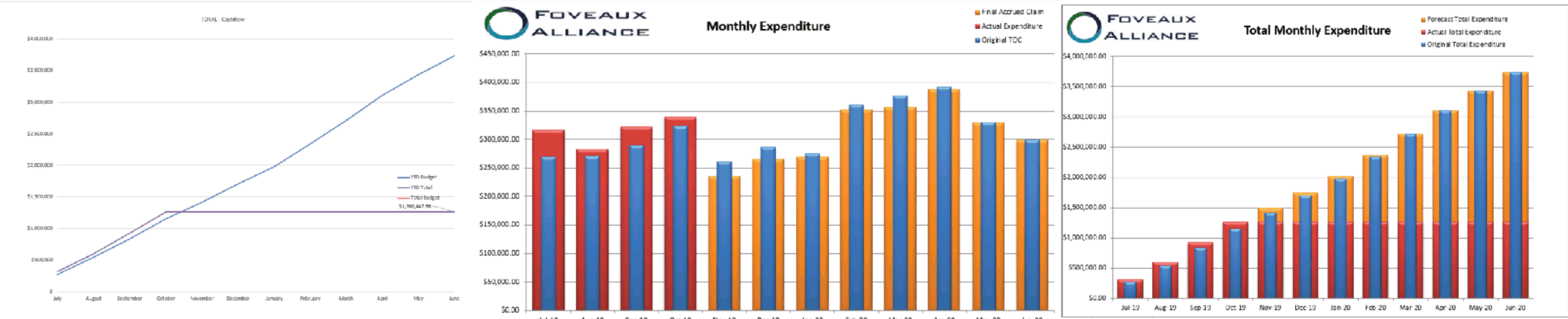
GOLD STR INITIATIVES

✓ Quite month here

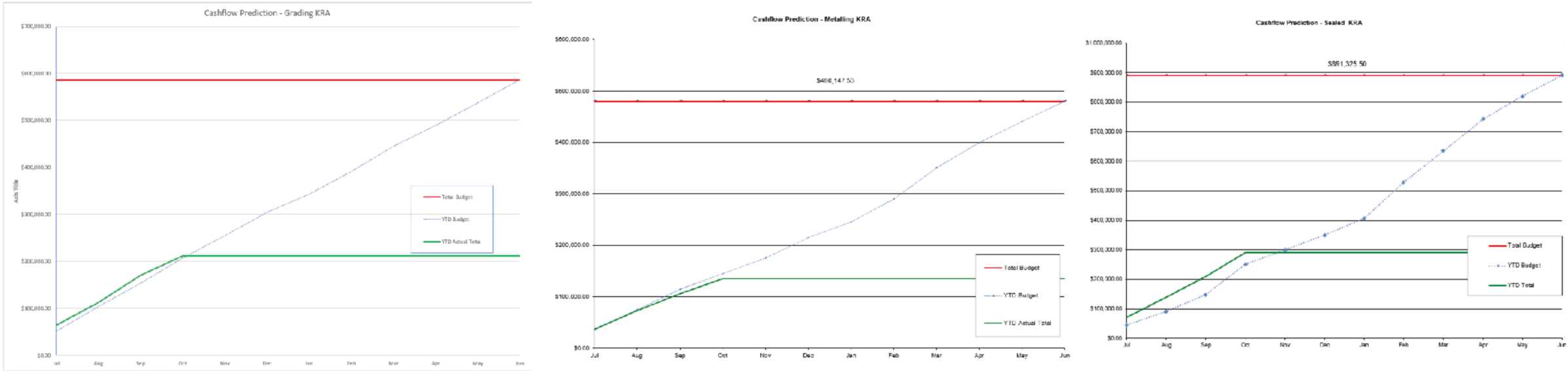
AMT ACTIONS

1.

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS







# Foveaux Safety and Training Report 19/20



## Safety Statistics

	YTD	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020	June 2020
Hours Worked - FH Southland	74,755.00	14,704.36	20,818.0	19,560.61	19,672.03								
Hours Worked - Foveaux	7,264.07	1,570.67	1644.90	2062.50	1,986.00								
TRIFR – Regional (Total Recordable Injury Frequency Rate)	11.1	5.2	5.2	8.1	11.1								
LTI (Lost time Injury) Regional	0	0	0	0	0								
MTC(Medical Treatment Case) Regional	1	0	0	1	0								
MTC(Medical Treatment Case) Foveaux	1	0	0	1	0								
FAC First Aid Case) Regional	0	0	0	0	0								
FAC (First Aid Case) Foveaux	0	0	0	0	0								
NEAR MISS – Regional	24	0	6	12	6								
SITE AUDIT VISITS (Pass/Fail)	0	-	Pass	-	Pass								
Worksafe Site Visits - Regional	0	0	0	0	0								
Leadership Safety Actions Completed	16	3	3	7	3								

### OFI / Near Miss for Foveaux Explanations

No Near Misses for Foveaux Department for October



### Safety and Quality Team Commentary

A very successful Safety Day was held at our main Depot on 29<sup>th</sup> October. Other than critical work or emergency response call's the business was shut down with all staff required to attend. The Corporate content of this was presented first and followed by staff breaking out into their Divisions/Crews to discuss and answer 3 set H&S challenges on how they are going to better manage Health & Safety in their work, particularly around Moving Plant and Traffic Management. All staff were then required to come back together to present what they are going to do to achieve this. It was a requirement from the FH NZ National Manager for this information and actions to be recorded and sent direct to him.

The Southland Region has and is in the process of receiving 2 sets of E/Stop remote control traffic lights. This is the start of Fulton Hogan's commitment that by 2020 we will have no staff controlling traffic in a position of danger in or near alive traffic lane.

We are also to receive 2 sets of digital speed recorders for our traffic sites.

An Audit was carried out with one of our 3 grader crews.

## Training Statistics

	YTD	July-19	Aug-19	Sept-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	June-20
Hours in Training - FH Southland	98	98	170	350	800								
Hours in Training - Foveaux	16	16	42.2	46	80								

### Training Completed This Month

Safety Day 2019

### Training Completed 2019 / 2020

First Aid New & Refresher Courses	Living Safely Stay Safe
Locating and Protecting Underground Services	Rural Fire Training
Forklift OSH Refresher	First Aid Training
Asbestos Awareness	Fire Warden Training
Envirowise	Concrete Saw
Growsafe & STMS	Efficient Compaction
Elevated Work Platform	Construct Safe





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## Services and Assets Programme Report

**Record No:** R/19/11/26178

**Author:** Trudy Saunders, Contracts and Projects Administrator

**Approved by:** Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

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### Summary

- 1 CAMMS Project tracks all Services and Assets projects. This report seeks to update the status of these projects to this Committee.
- 2 Please see attached report for your information.

### Recommendation

**That the Services and Assets Committee:**

- a) **Receives the report titled “Services and Assets Programme Report” dated 18 November 2019.**

### Attachments

- A Services and Assets Programme Report as at 12.11.2019 [↓](#)

# Services and Assets Programme Report

Date: 12/11/2019

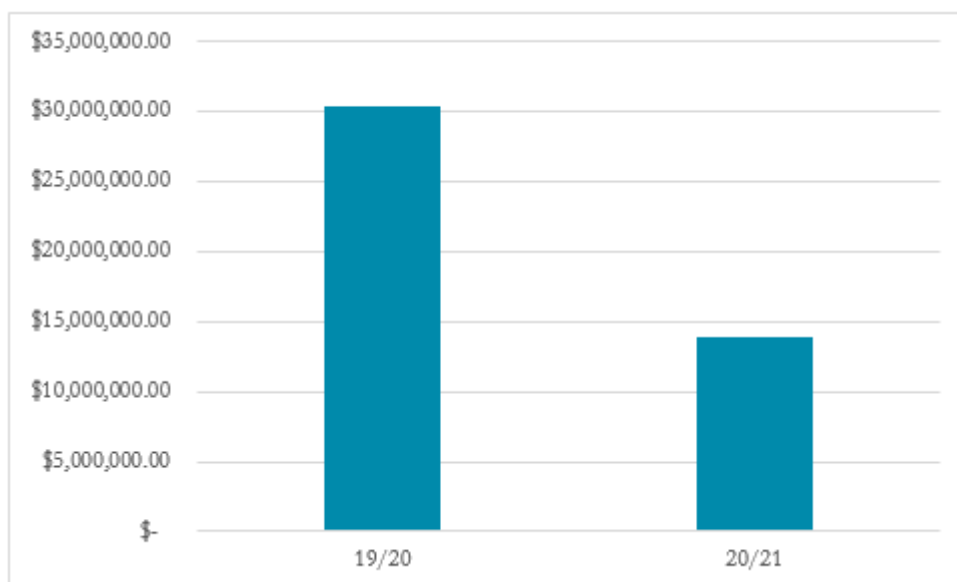
Author: Trudy Saunders, Nick Hamlin

## Projects Count and Expenditure Totals for 2019 - 2021

Total Project Count: 155

Total Project Expenditure: \$44,153,627.10

## Overview of Projects by Financial Year

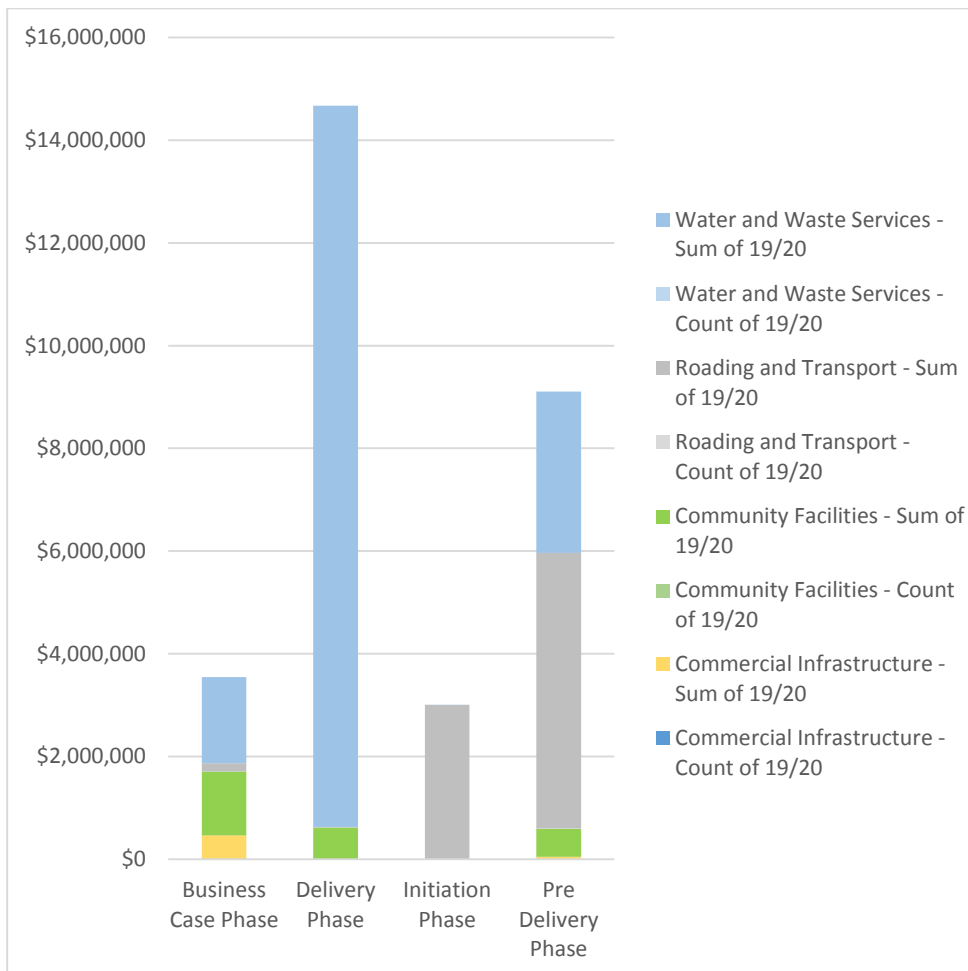


## Executive Overview

1. The 18/19 roll over process is now complete with all works that required to be carried over has been adjusted within CAMMS, as reported prior the 18/19 carry forward was in the region of \$5m with the bulk of that being the Te Anau waste water project.
2. Weekly reporting on project progress is now in place to all Asset Management teams ensuring a key oversight on performance
3. The 20/21 works programme is now also being reviewed and planned for a works programme.
4. Completed projects in the last month include
  - a. Clifton Toilets
  - b. Otautau campsite demolition
5. Key Projects due to start in construction over next 2 months
  - a. Te Anau Waste water processing plant
  - b. Ringa Ringa road
  - c. Otautau water main renewal
  - d. Road rehab works to Otapiri Gorge road
  - e. Stage 1 of the Bridge replacement
6. The New project delivery workflow process and gateway system has now been implemented within the business and working really well with good buy in from the asset teams

## 2019-20 by Activity and Phase

Column Labels									
Row Labels	Commercial Infrastructure		Community Facilities		Roading and Transport		Water and Waste Services		Total Count of 19/20    Total Sum of 19/20
	Count of 19/20	Sum of 19/20	Count of 19/20	Sum of 19/20	Count of 19/20	Sum of 19/20	Count of 19/20	Sum of 19/20	
Business Case Phase	11	\$464,633.00	25	\$1,240,606.00	3	\$164,500.00	23	\$1,673,750.00	62 \$ 3,543,489.00
Delivery Phase			11	\$616,322.00	1	\$10,748.00	8	\$14,046,782.00	20 \$ 14,673,852.00
Initiation Phase					1	\$3,000,000.00	2	\$-	3 \$ 3,000,000.00
Pre Delivery Phase	2	\$45,169.00	23	\$556,805.00	20	\$5,359,528.00	25	\$3,146,573.10	70 \$ 9,108,075.10
<b>Grand Total</b>	<b>13</b>	<b>\$509,802.00</b>	<b>59</b>	<b>\$2,413,733.00</b>	<b>25</b>	<b>\$8,534,776.00</b>	<b>58</b>	<b>\$18,867,105.10</b>	<b>155 \$ 30,325,416.10</b>



## Major Projects

### Water and Waste

Code	Activity Name	Current Phase	Project Name	18/19 BUDGET	19/20 BUDGET
P-10155	Waste Water	Pre Delivery Phase	Te Anau Waste Water Treatment Plant	\$ 2,101,869.00	\$ 12,819,852.00

### Roading

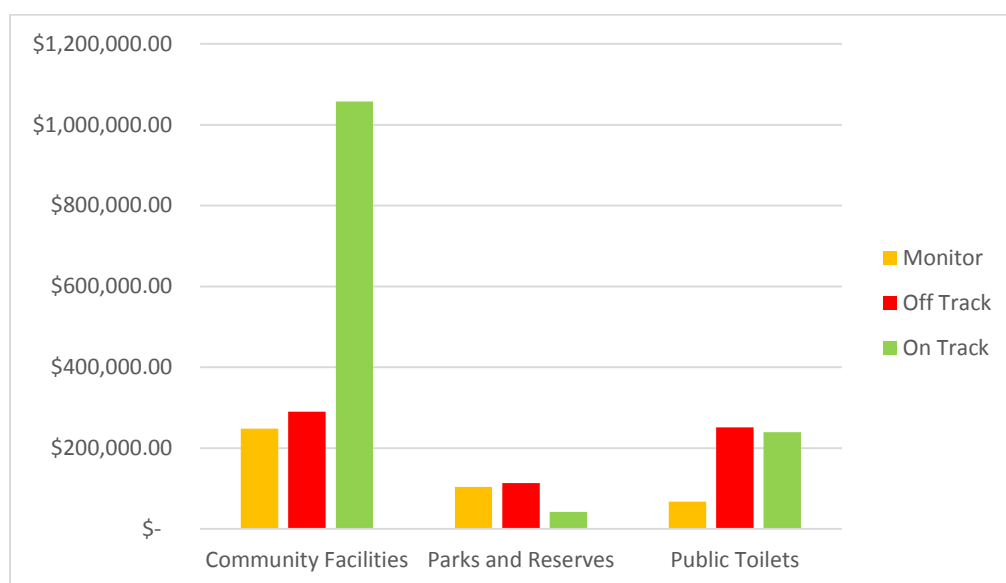
Code	Activity Name	Current Phase	Project Name	18/19 BUDGET	19/20 BUDGET
P-10369	Roads and Footpaths	Initiation Phase	2019/20 Bridge replacement programme - Northern	\$	3,000,000.00
P-10329	Roads and Footpaths	Pre Delivery Phase	2019/20 Bridge replacement programme - Southern	\$	3,000,000.00

## Activity by Status

### Community Facilities

2019-20

Sum of 19/20	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Community Facilities	\$ 248,017.00	\$ 289,902.00	\$ 1,057,918.00	\$ 1,595,837.00
Parks and Reserves	\$ 103,833.00	\$ 113,342.00	\$ 42,339.00	\$ 259,514.00
Public Toilets	\$ 67,720.00	\$ 250,935.00	\$ 239,727.00	\$ 558,382.00
<b>Grand Total</b>	<b>\$ 419,570.00</b>	<b>\$ 654,179.00</b>	<b>\$ 1,339,984.00</b>	<b>\$ 2,413,733.00</b>

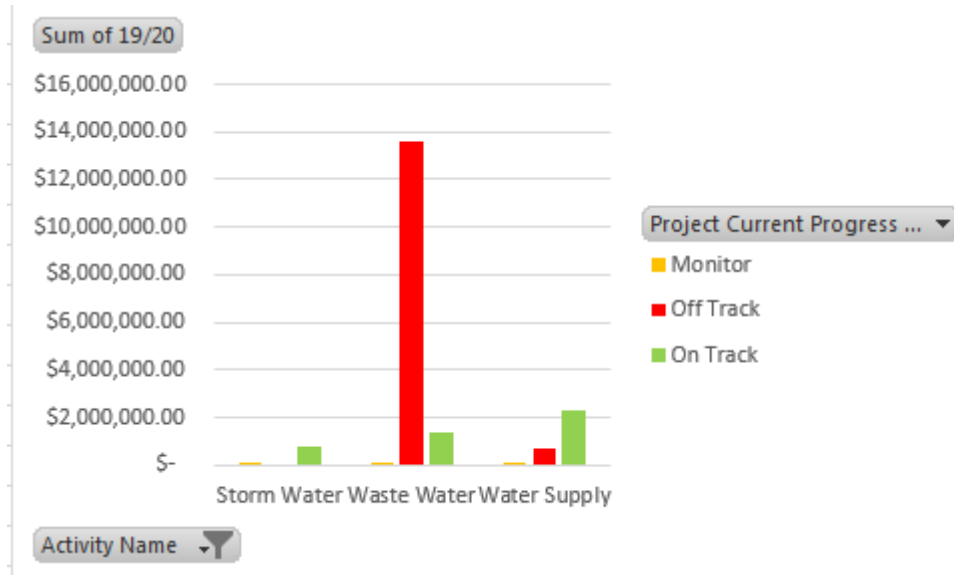


The Community Facilities works programme is generally on track apart from two main projects on hold which are Monkey Island and the Golden Bay wharf replacement works.

### Water and Waste

2019-20

Sum of 19/20	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Storm Water	\$ 12,834.00		\$ 774,198.00	\$ 787,032.00
Waste Water	\$ 61,500.00	\$ 13,636,428.00	\$ 1,376,651.00	\$ 15,074,579.00
Water Supply	\$ 47,282.00	\$ 677,527.00	\$ 2,280,685.10	\$ 3,005,494.10
<b>Grand Total</b>	<b>\$ 121,616.00</b>	<b>\$ 14,313,955.00</b>	<b>\$ 4,431,534.10</b>	<b>\$ 18,867,105.10</b>

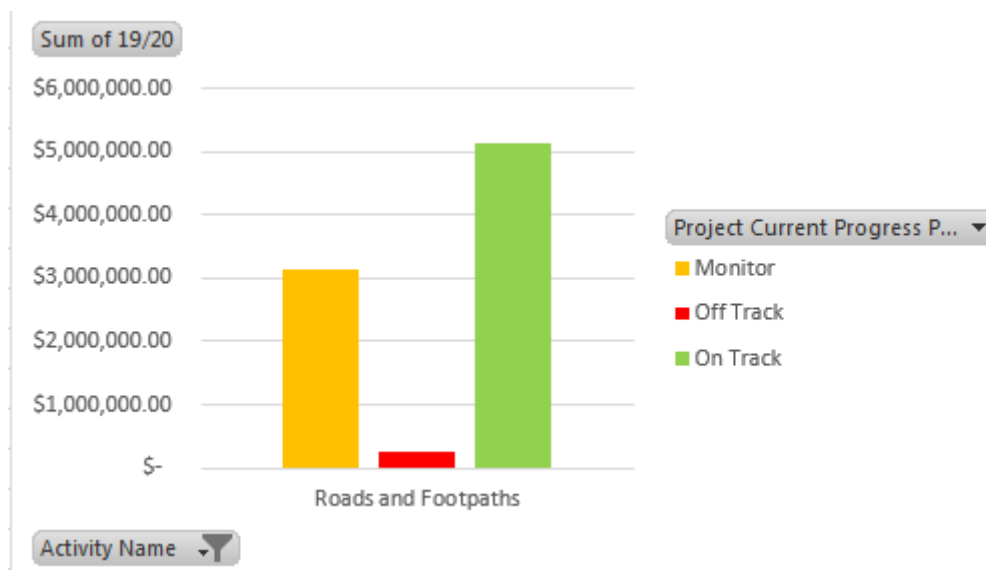


The main component of the off-track projects is for the Te Anau Waste Water project, which is due to design changes from CPI to SDI. The rest of the Water and Waste programme will be completed as scheduled before the end of the financial year.

## Roading

### 2019-20

Sum of 19/20	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Roads and Footpaths	\$ 3,151,100.00	\$ 258,240.00	\$ 5,125,436.00	\$ 8,534,776.00
Grand Total	\$ 3,151,100.00	\$ 258,240.00	\$ 5,125,436.00	\$ 8,534,776.00

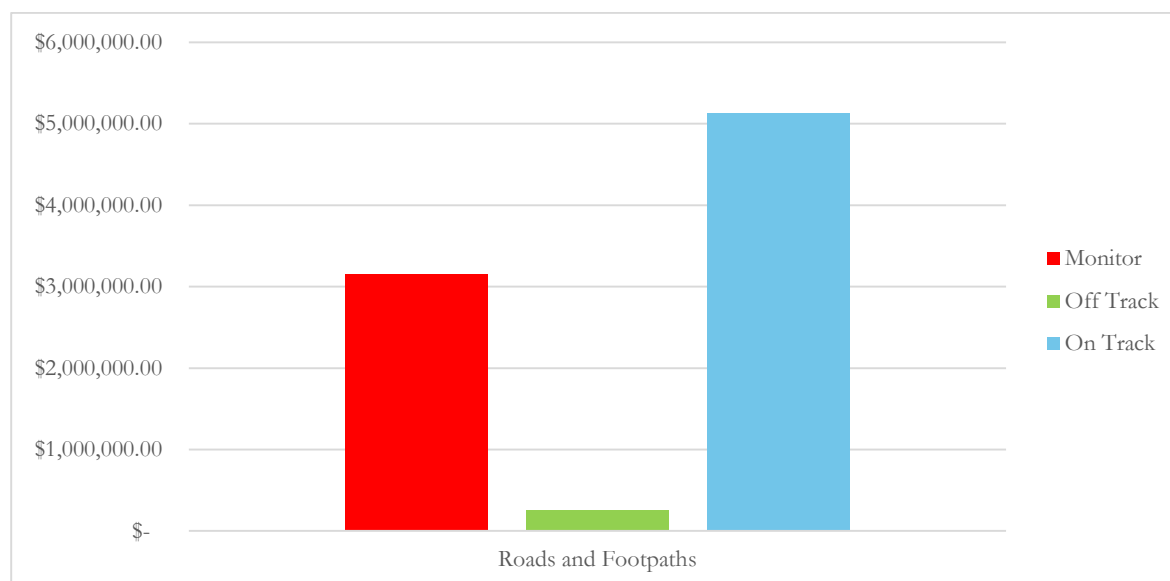


The bridges design and build replacement programme will be presented to Council at the next scheduled meeting to award the contracts. The majority of the roading programme are community based or minor projects.

## Commercial Infrastructure

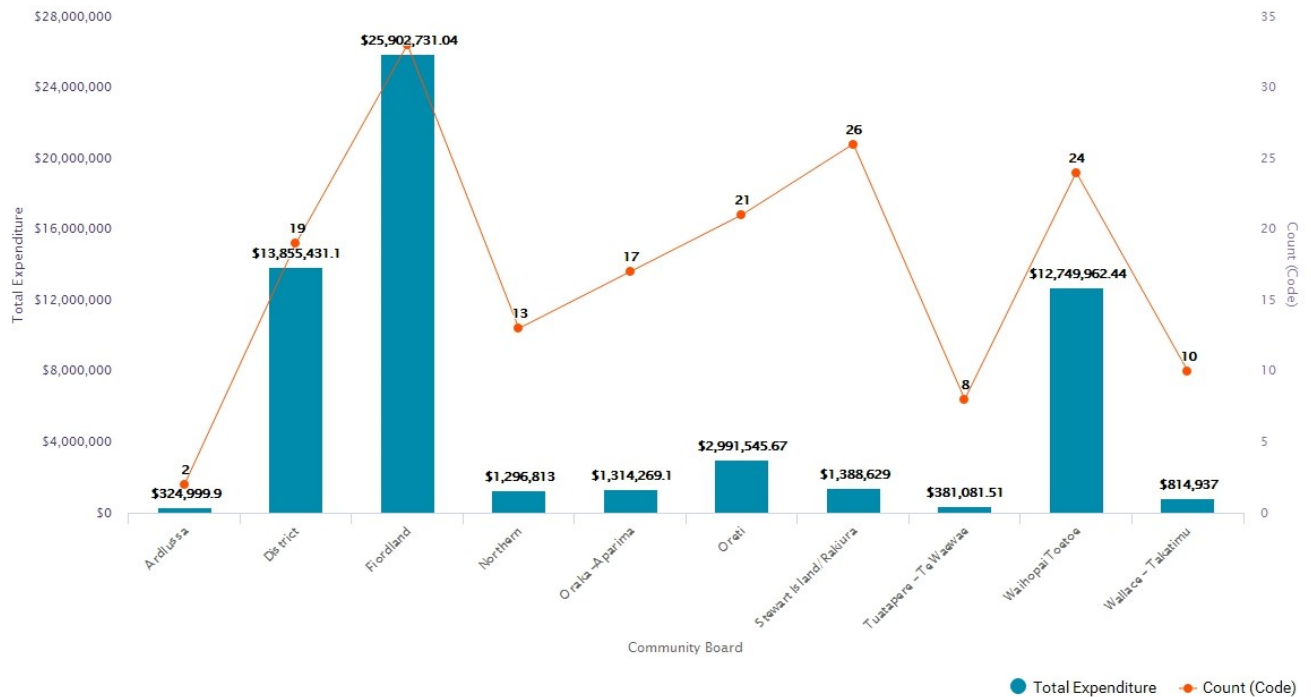
2019-20

Sum of 19/20	Column Labels		
Row Labels	Off Track	On Track	Grand Total
Stewart Island Electricity Supply Authority	\$ 464,633.00	\$ 31,169.00	\$ 495,802.00
Te Anau Airport		\$ 14,000.00	\$ 14,000.00
<b>Grand Total</b>	<b>\$ 464,633.00</b>	<b>\$ 45,169.00</b>	<b>\$ 509,802.00</b>



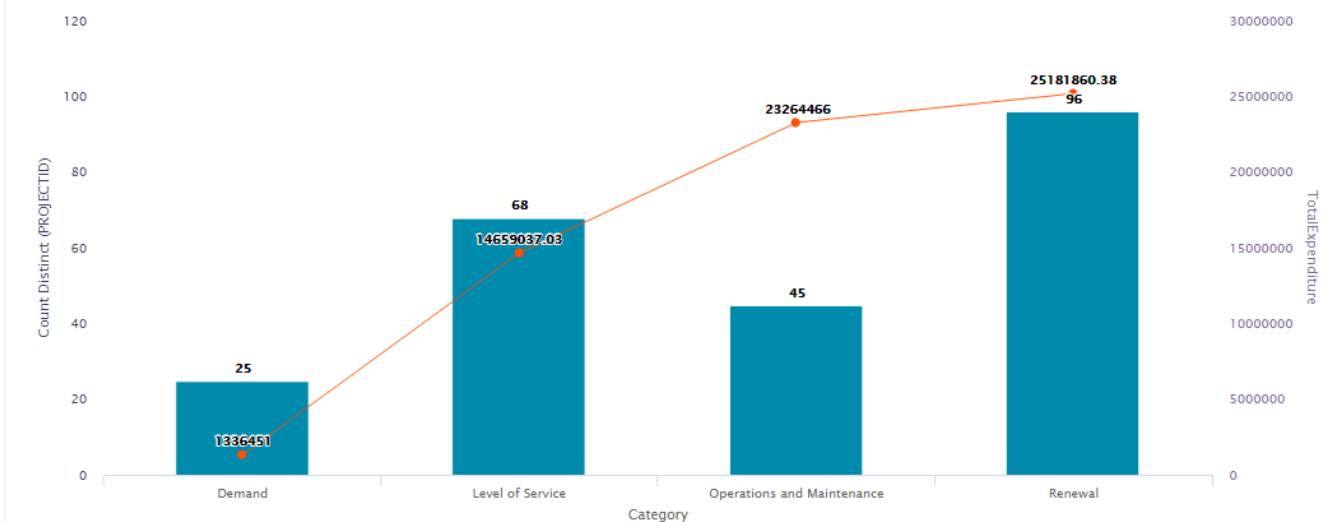
With the ongoing sustainability issues, all non-urgent projects for SIESA are on hold pending the outcome of investigation works.

## Projects by Location



## Projects by Purpose

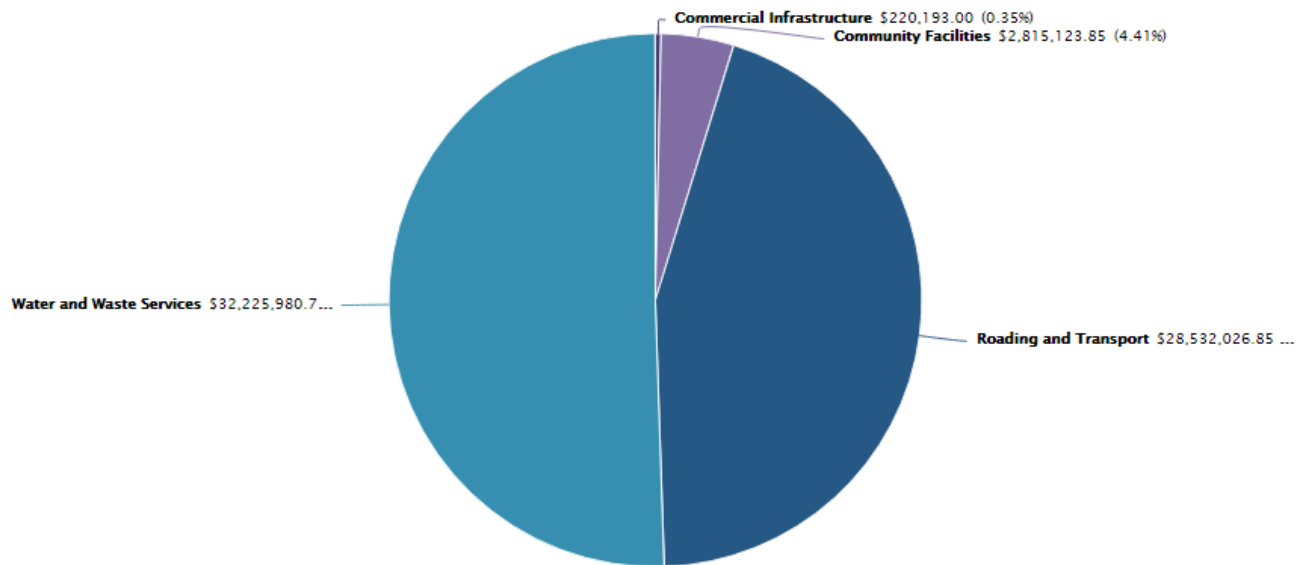
PROJECTS BY CATEGORY





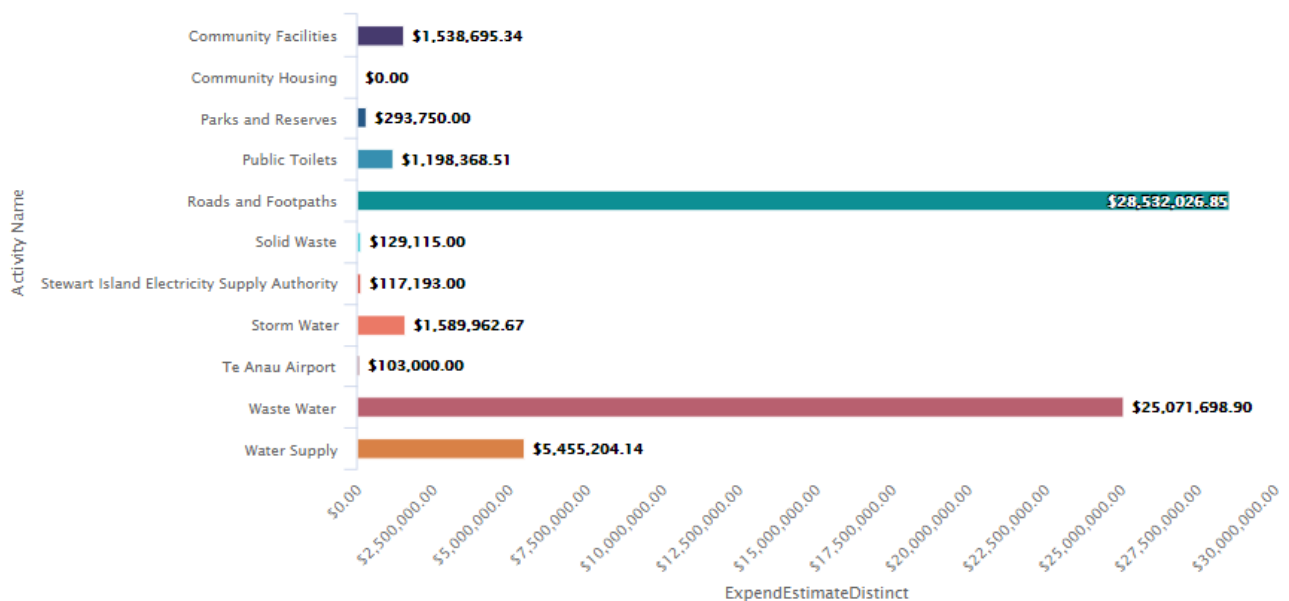
## Projects by Activity Group

PROJECT COST



## Projects by Activity Name and Expenditure

PROJECTS BY ACTIVITY





## Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for October 2019

Record No: R/19/11/26087

Author: Bill Witham, Manager Operations - Water and Waste

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

### Background

- 1 Downer was awarded Contract 10/01 for delivery of water and wastewater services to Council for the Southland District. The contract was awarded in 2010 for a maximum period of 12 years.

### Purpose

- 2 The purpose of this report is to update the committee on the progress of this contract.

### Summary

- 3 KPI scoring of 100% for October 2019 was up 17% from the previous month.

### Compliance (Drinking-water)

- 4 All drinking water compliance testing was completed and carried out as per New Zealand Drinking-water Standards. All samples were absent of Escherichia Coli, thus meeting the required bacteriological standards.

### Compliance (Environmental)

- 5 There was one non-compliant test during October. This was for elevated nitrogen concentration in Little River Stewart Island.

### Operations and Maintenance

- 6 Service request calls for October 2019 were 97 including 63 water, 22 rural water, 6 sewer, 3 stormwater and 3 general calls. This is not unusual for this time of year.

### Financial

- 7 There are no outstanding variations.

### Customer Service

- 8 There were 97 service requests received with all but 3 inspected within the required response time.

### Health and Safety

- 9 There were two incidents reported in October:
- Power cord failed at Riverton Water Treatment Plant due to moisture ingress.
  - Pinched finger while using pliers

## **Quality Assurance**

- 10 No non conformance/opportunity for improvement reports were issued and no instances of rework or product failure during the month.

## **Recommendation**

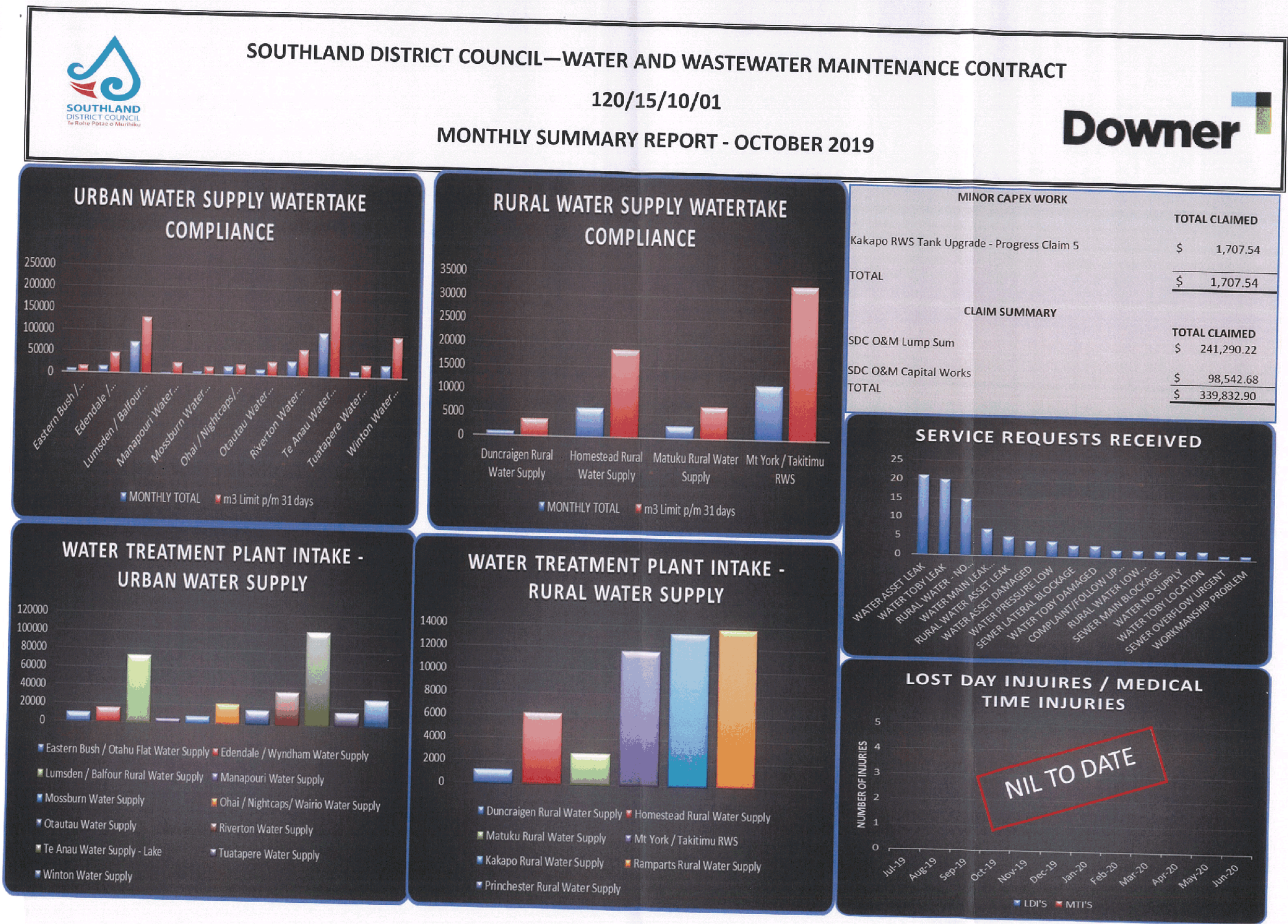
**That the Services and Assets Committee:**

- a) **Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for October 2019” dated 26 November 2019.**

## **Attachments**

- A Downer Monthly Report - A3 Summary - October 2019 [↓](#)  
B Downer Monthly Report - October 2019 [↓](#)



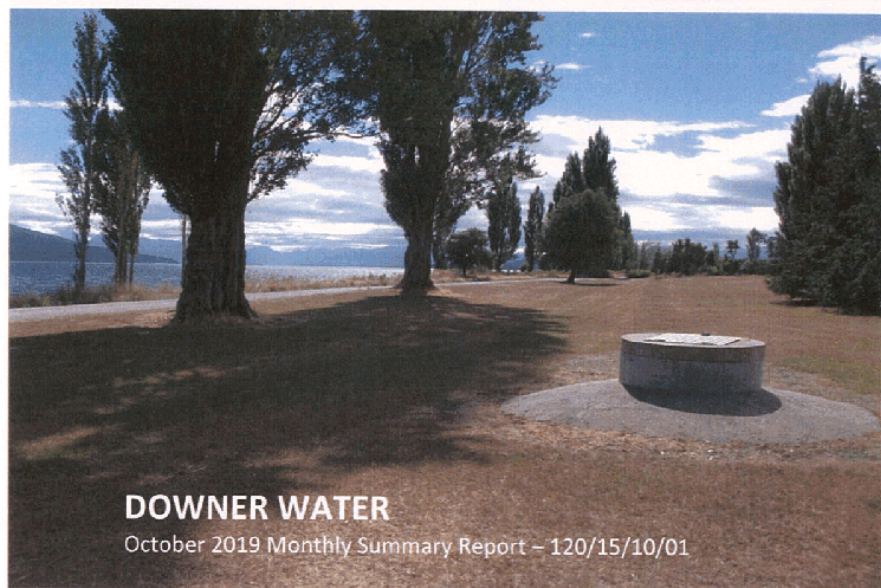








Southland District Council  
Water and Wastewater Maintenance Contract



**DISTRIBUTION**

This Monthly Summary Report 120/15/10/01 has been distributed to:

Copy No.	Holder	Contract Position	Company
01	Ian Evans	Strategic Manager: Water and Waste Services	SDC
02	Bill Witham	Operations Manager: Water and Waste Services	SDC
03	Talita Aitken	IPS Data Analyst: Water and Waste Services	SDC
04	Bevan McKenzie	Project & Programme Manager: Water and Waste Services	SDC

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2. Health and Safety
3. Quality Assurance and Compliance
4. KPI Summary

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## 1. EXECUTIVE SUMMARY

### COMPLIANCE (DRINKING WATER)

- All drinking water compliance testing was completed and carried out as per NZDWS.
- All samples were absent of Escherichia Coli.

### COMPLIANCE (ENVIRONMENTAL WASTEWATER)

- There was one non-compliant test during October.

### FINANCIAL

#### MISC MINOR WORKS

Riverton WTP – Chemicals	5,390.64	Chemicals & filters Riverton WTP October 2019
Riverton WTP – UV	15,824.04	Riverton WTP – UV
Riverton WTP – Mixing Chemicals	2,053.87	Mixing chemicals up to 26/10/19
125 Havelock St, Riverton	571.59	Replace water meter
190 Gt North Road, Winton	181.58	Replace water meter head
Install new flowmeter Riverton WTP	9,956.11	Install new flow meter Riverton WTP
Curio Bay Water	4,492.80	Delivery of water to Curio Bay – September
Padlocks	187.13	Two padlocks as requested by Geoff Gray
69 Town Centre, Te Anau	6,791.02	Clean up & repairs of two sewer blockages, 69 Town Centre & Luxmore Distinction, Te Anau
Water Outlook Reports	4,600.00	Produce new reports in Water Outlook
Te Anau Ponds Survey	1,772.61	Assist Bonisch Consulting survey Te Anau Ponds
Te Anau Reservoir	480.72	Weld gate at Te Anau Reservoir
4 Caswell St, Te Anau	262.07	Repairs after fibre strike by Marais Laying
28 Caswell St, Te Anau	261.90	Repairs after fibre strike by Marais Laying
Lumsden Mains Burst	11,340.17	Repair two water main leaks
257 Gt North Road, Winton	276.26	Unblock caravan dump
135 Cardigan Road, Wyndham	237.68	SR 203450 – clear rags blocked in dumpstation gully trap
Mokonui St, Te Anau	22,670.19	Repairs after Mokonui St Sewer Burst
Mokonui Pump Station P1	10,042.10	Remove Pump 1 from Mokonui Pump Station
Valve Inspections with Brian	912.60	Valve inspections, Te Anau
Curio Bay Pump Checks	237.60	Curio Bay Pump Checks October 2019
<b>TOTAL</b>	<b>\$98,542.68</b>	

### ASSET IMPROVEMENTS – PAID UNDER LUMP SUM

All claims and invoices for completed work were certified and accepted.

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**HEALTH & SAFETY**

- There were two incidents reported in October 2019
  - ✦ Power cord at Riverton WTP blew up after moisture got in.
  - ✦ Pinched little finger with pliers
  - ✦ Safety Alert after a worker in the north got hit in the face while using a manhole lifter.
- Monthly tool box meeting was held at Downer Offices, October 24, 2019.

**QUALITY ASSURANCE**

- There were no NCR/OFI's issued during October 2019.
- There was no instance of rework or product failure during the month.

**PROJECT WORK / ACTIVITIES IN NEXT MONTH****PROJECT WORK/CAPITAL UPGRADES - QUOTED**

New meter De Joux Road, Winton	Pump replacement Princhester
New meter Riverton Townside Ponds	Otautau bores
Kakapo RWS Tank Upgrade	
New turbidity meter, Manapouri	

**PLANNED POWER INTERRUPTIONS**

- Tuesday October 8 – Pump 3 Nantwich Street, Otautau
- Tuesday October 8 – Town Reservoir, Otautau
- Tuesday October 15 – Riverton Water, Carmichael Road, Riverton
- Tuesday October 29 – Water pumping station, Lyntley Road, Lumsden

**STAFFING**

- ✦ Contract staff levels are currently sixteen permanent employees. This is made up of five management, administration and QA staff and eleven field staff. Rowena is finishing up on Friday November 15 to further her career with Southland District Council, and Libby Davis will be starting on Monday November 18.

- ✦ Training Completed in October:

- ✦ Confined Spaces & Gas Detection – Rongopai Barlow
- ✦ Heights Safety Refresher – Rongopai Barlow

- ✦ Training scheduled for November:

- ✦ Digger Training – Mike Shaw, Ryan Batt

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**SUMMARY**

- Mokonui pump station pipeline drawings have been laminated and placed in the pump station for the waste operator's information.
- New ultrasonic and float replaced at De Joux Road pump station.



Birchwood Road, Ohai stormwater repairs



Suggested alternative manhole lifter

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Lumsden mains failure 150 AC in very wet area

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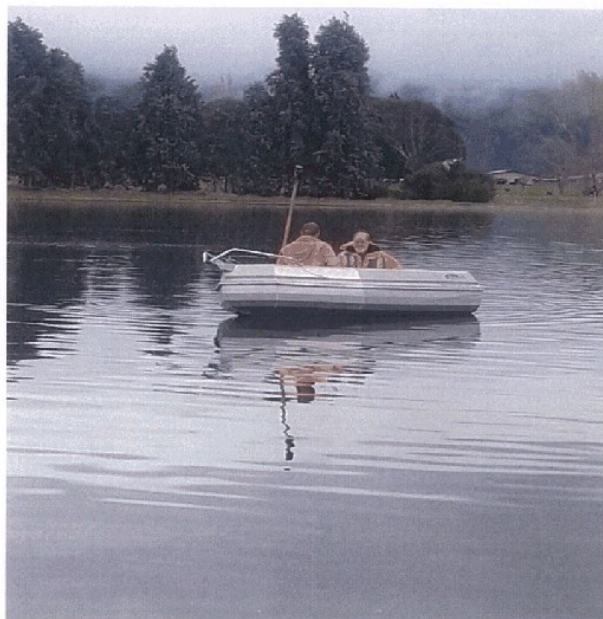


Mokonui pump line failure

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Te Anau Ponds being surveyed for upgrade



Fibre strike in Riversdale

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## 2. HEALTH & SAFETY

### HEALTH & SAFETY INDICATORS:

Description	Employees	Sub-Contractor
	Current Month	Current Month
Number of Fatalities	0	0
Number of Lost Time Injuries	0	0
Number of Days lost due to LTI's	0	0
Number of Medical Treatment Injuries	0	0
Number of First Aid Treatment Injuries	0	0
Number of Near misses	0	0
Number of Property/Plant Damages	0	0
Number of hours Worked	2354.48	194.5
LTI Incidence Rate (1 million Hrs.)	0.0	0.0

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### 3. QUALITY ASSURANCE & COMPLIANCE

All potable water samples taken were found to be absent of any e-coli presence. All water and wastewater field sampling was carried out by an independent sampling subcontractor. All water and wastewater samples are tested at an IANZ accredited laboratory, Water Care Laboratory Services in Invercargill. Both site and field sampling results are reported through to Council as well as being logged on our WaterOutlook system.

Description	Number
Water scheme laboratory tested samples taken for month: E-coli, UVT and P2	215
Wastewater scheme sampling completed for month	2
Wastewater scheme site samples taken for month	4
Wastewater scheme laboratory tests completed for month	22
Non-conformance reports received	0
OFI reports received	0
Site audits conducted	2

#### NZDWS

All Escherichia Coli monitoring for bacteria compliance were fully compliant, with samples all being absent of Escherichia Coli.

Bacteria compliance requires field testing of FAC, pH and turbidity of the water leaving the water treatment plants. The field sampling for these parameters were fully compliant, apart from turbidity on the Eastern Bush Otahu Flat and Orawia Water Supply. The supplies which use UV disinfection for protozoa compliance were monitored for UV transmittance as per the NZDWS, to ensure the UV reactors were disinfecting the water acceptably and all of these tests were compliant.

The Ministry of Health completed Water Safety Plan implementation assessment of the Lumsden water treatment plant during October. This assessment went very well and there were no recommendations of non-conformances related to Downer operations of the plants.

**RESOURCE MANAGEMENT ACT**

Wastewater discharge consent sampling was carried out at Tuatapere and Stewart Island during October. No joint sampling was carried out in conjunction with Environment Southland during October. There was one non-compliant test during October and this was the dissolved inorganic nitrogen concentration in Little River, Stewart Island.

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#### 4. KEY PERFORMANCE INDICATORS – OCTOBER 2019

	No.	Key Performance Indicator	Method Of Monitoring	Target	Compliance Y,N or N/A
Health & Safety	1.	Compliance with Contractor's approved Health & Safety Plan	Self-audit plus independent audit	100%	Y
	2.	Feedback on near misses	Monthly reports on incidents and lessons learnt	Any/All incidents reported each month	Y
	3.	Lost time Health & Safety incidents on this contract	Monthly reports on lost time incident hours/hours worked	0.00035% Lost time of total hours worked to date	Y
Wastewater	4.	Percentage compliance with wastewater Resource Consent determinands. <b>Downer to apply for dispensation for Stewart Island and Ohai.</b>	Monitoring programme as required by Resource Consent (Dispensation sought for Stewart Island)	100% 95.45%	Y
	5.	Percentage samples taken in accordance with the Resource Consent requirements <b>(Dispensation to be requested if required).</b>	Monitoring programme as required by Resource Consent	100% 100%	Y
	6.	Number of system failures and pollution incidents (overflows) per year across all systems (not including private)	Data from HANSEN IPS	Less than 20 1	Y
	7.	Percentage of Requests for Service responded to within required timeframes – wastewater	Data from HANSEN IPS	100% 100%	Y

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Water	8.	Percentage of water lab tests that meet the requirements of the NZDWS 2005 (for plants upgraded to meet the NZDWS 2005 standard)	WINZ	100% 100%	Y						
	9.	Number of complaints regarding drinking water quality per year across all systems. (Dispensation to be requested if required)	Data from HANSEN IMS	Less than 65 0	Y						
	10.	Number of complaints regarding drinking quantity and supply of water, over and above 48 hour storage period.	Data from HANSEN IMS	Less than 130 0	Y						
	11.	Percentage of urban water system fire hydrant inspections that meet SNZ PAS 4509:2003	Data from HANSEN IMS	Not less than 95%	Not Started Yet						
	12.	Number of non-notified shutdowns across all urban water systems	Data from HANSEN IMS	Not more than 20 1 (TOTAL)	Y						
	13.	Percentage of Requests for Service responded to within required timeframes - water	Data from HANSEN IMS	Not less than 90% 100%	Y						
	Performance Evaluation	A Total number of Y's				12					
B Total number of N's				0							
A + B				12							
OPR = 100 X (A/(A+B)) %											
JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19	JAN 20	FEB 20	MAR 20	APR 20	MAY 20	JUN 20
100%	100%	83%	100%								

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**PERFORMANCE SCORING TABLE**

OPR Score (%)	RATING	DESCRIPTION
91-100	Excellent	Awarded when requirements are consistently met in an outstanding manner
76-90	Above Average	Requirements fully covered in all material aspects, and being proactive
60-75	Average (proactive)	Outputs adequate and performance is adequate
50-59	Average (reactive)	Outputs adequate but in a reactive mode
40-49	Below Average	Barely adequate: Some deterioration in services
40 or less	Poor	Unacceptable: Serious deterioration of services

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