



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

Date: **Wednesday, 7 October 2020**
Time: **9am**
Meeting Room: **Council Chamber**
Venue: **15 Forth Street**
Invercargill

Services and Assets Committee Agenda

OPEN

MEMBERSHIP

Chairperson	Ebel Kremer
	Mayor Gary Tong
Councillors	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

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

TYPE OF COMMITTEE	Council standing committee
RESPONSIBLE TO	Council
SUBCOMMITTEES	None
LEGISLATIVE BASIS	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.
MEMBERSHIP	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.
FREQUENCY OF MEETINGS	Six weekly or as required
QUORUM	Not less than seven members.
SCOPE OF ACTIVITIES	<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"> • transport • property management including community facilities, acquisitions and disposals (including land dealings) • forestry • water supply, wastewater and stormwater • solid waste management • flood protection • waste management • Te Anau airport • Stewart Island Electrical Supply Authority • Stewart Island Jetties and Riverton Harbour • water supply schemes.
DELEGATIONS	<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>Power to Act</p> <p>The committee has the delegated authority to:</p> <ol style="list-style-type: none"> a) assess and provide advice to Council on the strategic issues relating to the delivery of infrastructural asset services b) reviewing and recommending to Council strategies on how it should go about managing the delivery of the infrastructural asset services that it provides

	<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>Power to Recommend</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>
FINANCIAL DELEGATIONS	<p>Council authorises the following delegated authority of financial powers to Council committees in regard to matters within each committee's jurisdiction.</p> <p>Contract Acceptance:</p> <ul style="list-style-type: none"> 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 accept or decline any contract for the disposal of goods, plant or other assets other than property or land. <p>Budget Reallocation.</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"> funded by way of savings on existing budget items within the jurisdiction of the committee consistent with the Revenue and Financing Policy.

LIMITS TO DELEGATIONS	<p>Matters that must be processed by way of recommendation to Council include:</p> <ul style="list-style-type: none"> • amendment to fees and charges relating to all activities • powers that cannot be delegated to committees as per the Local Government Act 2002 and sections 2.4 and 2.5 of this manual. <p>Delegated authority is within the financial limits in section 9 of this manual.</p>
STAKEHOLDER RELATIONSHIPS	<p>This committee shall maintain relationships including, but not limited to the following organisations:</p> <ul style="list-style-type: none"> • Community Boards • Regional Land Transport Committee • WasteNet • FENZ (Fire and Emergency New Zealand) <p>The committee will also hear and receive updates to Council from these organisations, as required.</p>
CONTACT WITH MEDIA	<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 12noon at least one clear day before the meeting. Further information is available on 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

6.1 Meeting minutes of Services and Assets Committee, 09 September 2020

Services and Assets Committee

OPEN MINUTES

Minutes of a meeting of Services and Assets Committee held in the Council Chamber, 15 Forth Street, Invercargill on Wednesday, 9 September 2020 at 9.01am – 10.45am (PE 9.37am – 10.45am)).

PRESENT

Chairperson	Ebel Kremer Mayor Gary Tong (9.01am – 9.50am, 9.37am – 10.45am)
Councillors	John Douglas Paul Duffy Bruce Ford Darren Frazer George Harpur Julie Keast Christine Menzies Karyn Owen Margie Ruddenklau Rob Scott

APOLOGIES

Mayor Tong (early departure)

ABSENT

Councillor Byars

IN ATTENDANCE

Group Manager, Services and Assets	Matt Russell
Committee Advisor	Fiona Dunlop

1 Apologies

Mayor Tong advised that he would be leaving the meeting for a short period of time and was therefore requesting an apology for an early departure.

Moved Chairperson Kremer, seconded Cr Scott **and resolved:**

That the Services and Assets Committee accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Cr Keast, seconded Cr Scott **and resolved:**

That the Services and Assets Committee confirms the minutes of meeting held on 5 August 2020 as a true and correct record of that meeting.

Reports

7.1 Road Operations - July 2020

Record No: R/20/8/32241

Roading Engineer – Rob Hayes and Strategic Manager Transport – Hartley Hare were in attendance for this item.

Resolution

Moved Cr Keast, seconded Cr Frazer **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled "Road Operations - July 2020" dated 2 September 2020.**

7.2 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for July 2020

Record No: R/20/8/49199

Manager Contracts Water and Waste – Bill Witham and Manager Operations, Water and Waste – Grant Isaacs were in attendance for this item.

Resolution

Moved Chairperson Kremer, seconded Cr Harpur **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled "Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for July 2020" dated 2 September 2020.**

7.3 Services and Assets Programme Report

Record No: R/20/8/47898

Project Delivery Manager – Nick Hamlin was in attendance for this item.

Resolution

Moved Cr Menzies, seconded Cr Owen **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled "Services and Assets Programme Report" dated 2 September 2020.**

Public Excluded

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Resolution

Moved Chairperson Kremer, seconded Cr Douglas **and resolved:**

That the public be excluded from the following part(s) of the proceedings of this meeting.

C8.1 17A Community Facilities Review - Award of replacement contract 20/18 for Fiordland Township Maintenance

C8.2 Contract 20/20 - Award of contract for Western Community Board Areas for mowing

C8.3 Te Anau Wastewater Scheme Update to Committee

C8.4 Road Pavement Rehabilitation Programme 2020/21

C8.5 Southland District Council Resurfacing Tender Award - Contract 19/54 and 19/55

C8.6 Award of Contact for the Provision of Power Supply to Stewart Island/Rakiura

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
17A Community Facilities Review - Award of replacement contract 20/18 for Fiordland Township Maintenance	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Contract 20/20 - Award of contract for Western Community Board Areas for mowing	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Te Anau Wastewater Scheme Update to Committee	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Road Pavement Rehabilitation Programme 2020/21	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Southland District Council Resurfacing Tender Award - Contract 19/54 and 19/55	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities. s7(2)(i) - The withholding of the information is necessary to enable the	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

	local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	
Award of Contract for the Provision of Power Supply to Stewart Island/Rakiura	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Group Manager Services and Assets – Matt Russell, Group Manager Community and Futures – Rex Capil, Group Manager Environmental Services – Fran Mikulicic, Communications Specialist – Kate Buchanan, Governance, and Democracy Manager – Melissa Brook and Committee Advisor – Fiona Dunlop be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C8.1 17A Community Facilities Review - Award of replacement contract 20/18 for Fiordland Township Maintenance, C8.2 Contract 20/20 - Award of contract for Western Community Board Areas for mowing, C8.3 Te Anau Wastewater Scheme Update to Committee, C8.4 Road Pavement Rehabilitation Programme 2020/21, C8.5 Southland District Council Resurfacing Tender Award - Contract 19/54 and 19/55 and C8.6 Award of Contract for the Provision of Power Supply to Stewart Island/Rakiura. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

That the Contracts and Projects Coordinator – Trudy Saunders, Commercial Infrastructure Manager – Ashby Brown and Community Facilities Manager – Mark Day be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C8.1 17A Community Facilities Review - Award of replacement contract 20/18 for Fiordland Township Maintenance and C8.2 Contract 20/20 - Award of contract for Western Community Board Areas for mowing. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed.

That the Senior Project Manager – Geoff Gray, Strategic be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C8.3 Te Anau Wastewater Scheme Update to Committee. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed.

That the Roothing Engineer – Rob Hayes and Strategic Manager Transport Hartley Hare be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C8.4 Road Pavement Rehabilitation Programme 2020/21. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed.

That the Strategic Manager Transport – Hartley Hare and Roothing Engineer – Rob Hayes be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C8.5 Southland District Council Resurfacing Tender Award - Contract 19/54 and 19/55. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed.

That the Commercial Infrastructure Manager – Ashby Brown be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C8.6 Award of

Contract for the Provision of Power Supply to Stewart Island/Rakiura. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed.

The public were excluded at 9.37am.

(Mayor Tong left the meeting at 9.50am.)

(Mayor Tong returned to the meeting at 10.21am.)

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 10.45am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE SERVICES AND ASSETS
COMMITTEE HELD ON WEDNESDAY 9 SEPTEMBER
2020.

DATE:.....

CHAIRPERSON:.....

Waikaia Forest Mountain Bike Trail Access

Record No: R/20/9/52000
Author: Ashby Brown, Commercial Infrastructure Manager
Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 The Ardlussa Community Board have expressed a desire to establish mountain bike trails in Council owned commercial Waikaia Forest. This report requests that the Services and Assets Committee endorse a change in access permission to allow public access to the Waikaia Forest for this purpose.

Executive summary

- 2 The Ardlussa Community Board are interested in advancing a proposal to establish mountain bike trails within Council owned commercial Waikaia Forest.
- 3 The project would commence with master planning and detailed design for up to 50 km of trails for riders of varying abilities. To enable this to progress, public access to the forest property needs to be secured.
- 4 The Ardlussa Community Board are supportive of this initiative and have proposed a funding contribution for the pre-development planning work.
- 5 Various issues have been identified that relate to insurance, forest management, co-ordination of the recreational activity with commercial forest operations and sustainability of the venture. In general these can be addressed with establishment of an appropriate governance structure and agreements. The residual risks and costs that remain will need to be accepted by Council.
- 6 It is proposed that a trust will be established to progress the activity once pre-development work has been completed. It is intended that a memorandum of understanding (MOU) would then be established between Council and the trust to clarify responsibilities. Both the establishment of a trust and a MOU at the outset of development are critical to ensuring good outcomes for this initiative.
- 7 This report seeks a decision from the Services and Assets Committee as to whether it supports a change in access to the Waikaia Forest, in order to allow public access for the development of mountain bike trails.

Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Waikaia Forest Mountain Bike Trail Access” dated 30 September 2020**
- 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) **authorises a change in access permission to Waikaia Forest to allow for public access, development and operation of mountain bike trails, conditional on formalising a variation in the agreement between IFS and Council**
- e) **notes that if the committee endorses recommendation (d), it is proposed that a trust will then be formed to be responsible for the mountain bike trail activity, and a memorandum of understanding entered between Council and the trust.**

Background

- 8 Council owns various commercial forestry interests in the Southland District which are managed on behalf by IFS Growth Limited (IFS). This includes 717 hectares of lowland hill country forest close to the Waikaia Township in eastern Southland. The forest is planted in pinus radiata with varying age groups. There is a harvest programme currently underway which continues through to the 2022/2023 financial year. Harvested forest is replanted.
- 9 Currently, public access to forest land is by exception. Previous instances have included walking or horse riding groups. In some cases, hunters are granted access for the purpose of pest control.
- 10 There are multiple positive aspects associated with mountain bike trails that have been established in other areas. Several reports indicate:
 - mountain biking in the Redwoods at Rotorua contributes \$30-50 million to the local economy
 - the Nelson-Tasman region experienced \$17 million per annum economic contribution in 2018, forecast to increase to \$39.5 million over ten years
 - e-bike imports have risen from 23,000 in 2017 to 65,000 in 2019.
- 11 The Waikaia community have expressed interest in establishing a mountain bike trail in the Waikaia forest and the Ardlussa Community Board are supportive of this pursuit and assisting with preliminary funding to develop master planning and trail design. In parallel with this work, a trust will be established for the purpose of ongoing operation, fundraising and future development.

- 12 The Ardlussa Community Board have had preliminary discussions with a trail builder, for the initial master planning and trail design work. At this stage, 50 km of trails, catering to a range of abilities are proposed. The complete network is anticipated to be constructed over a number of years as funding and volunteer resources become available.
- 13 There is a similar arrangement at Sandy Point where mountain biking trails have been established in Invercargill City Council (ICC) commercial forest by the Southland Mountain Bike Club. While the club is responsible for developing and maintaining the network of trails within the forest, significant co-ordination with forestry operations is needed. ICC staff fulfil several functions, including facilitating regular meetings, liaising between parties, reviewing development plans, reviewing health and safety plans and authorising contractors engaged by the club. ICC is currently in the process of developing and executing Memorandums of Understanding (MOU) with clubs and other recreational organisations for a number of recreational pursuits that involve ICC assets and/or infrastructure, including the mountain bike trails at Sandy Point.

Issues

- 14 IFS is currently engaged to manage Council commercial forests. While the contract between Council and IFS for this service has provision for access by Council and its delegates for the purposes of forest management, the agreement is silent on land access more generally. Initial discussion with IFS regarding public access and establishment of trails in forest land, has been favourable. IFS also manage the commercial forest at Sandy Point on behalf of Invercargill City Council (ICC) so have experience with a similar arrangement. If access to forest land is revised, then it is recommended to formalise this within the existing IFS management agreement. Based on discussion to date, cost increases have not been signalled and are unlikely to result. However, until a contract variation is agreed on, additional costs can't be ruled out.
- 15 It is intended that the relationship between Council and the proposed trust that will take responsibility for the mountain bike trails will be formalised through a Memorandum of Understanding, to clarify expectations of each party. This would address several items including, but not limited to:
- responsibility to provide trail development plans, communication and attend meetings
 - acknowledgment that forestry operations take precedent over recreational use
 - identification of trail building limitations (e.g. restrictions on areas, quantity of development in a given year or building of unplanned/unauthorised trails)
 - responsibility for funding of trail capital works and maintenance
 - requirements for notifications of forestry operations and trail building/maintenance
 - responsibility for post-harvest re-establishment of trails
 - responsibility for gaining archaeological authority associated with trail construction and maintenance
 - development and approval of health and safety plans
 - engagement of contractors that meet Council standards and approvals

- management of night riding
 - consideration of car parking and toilet facilities
 - production of signage/notifications.
- 16 While feedback and clarifications have been solicited from Council's insurance broker regarding a potential change in land access permissions, policy and premium implications can't be confirmed or priced until a formal disclosure is made. While correspondence to date indicates nil or negligible impact, until there is committee approval for the proposal in principle, and a formal disclosure has been made, there is an outstanding risk of impact to the insurance policy.
- 17 Although the intention is for capital and operational expenditure to be met by the community through the establishment of a trust or club, there is risk on-Council should this not be financially sustainable and the entity disestablishes. Public expectation may create an ongoing financial obligation stream for Council.
- 18 An ongoing commitment is required to regular communication with the trust, facilitation and attendance of regular meetings, co-ordination of forestry operations, reviewing of trail development, health and safety plans. To ensure this function is resourced appropriately, staff time and responsibility should be explicitly identified.

Factors to consider

Legal and statutory requirements

- 19 The most significant factor in this category is ensuring health and safety obligations are met. The operational responsibilities, reviews and authorisations will be clarified and identified in the development of an MOU. Whilst an MOU is not legally enforceable, it is considered the most appropriate instrument to outline the responsibilities between the parties.
- 20 The Waikaia commercial forest property under consideration is held under a Local Purpose (Afforestation) Reserve as well as a freehold title. The title area is 717 ha described as Lots 1, Block I & VIII Survey District Wairaki on Certificates of Titles SL12B/39 & SL12B/26.
- 21 As discussed above, a variation to the existing agreement between IFS and Council will be sought to formalise that public access in the Waikaia commercial forest will be permitted for the purpose of mountain bike tracks.
- 22 The Services and Assets Committee has the delegated authority to endorse public access to the Waikaia forest property at issue, pursuant to its responsibility to oversee the forestry activity within Council.

Community views

- 23 The Ardlussa Community board is strongly supportive of this initiative. The board have indicated an intention to financially contribute to initial development and design work.

Costs and funding

- 24 If public access to Waikaia forest is approved, the Ardlussa Community Board has signalled an intention to fund initial development of a master plan and detailed trail design. This will require a subsequent unbudgeted expenditure report.

- 25 While the intention is for forestry operations to take precedence over recreational activity, there is a risk of hidden indirect costs if future forest operations are impacted by public access and trail features. It is not possible to quantify the amount of hidden indirect costs at this stage.
- 26 Further indirect cost through staff time required to co-ordinate and review trail activity. Indications from comparable arrangements at other organisations are up to four hours per week on average but this could be more efficient if appropriate agreements are established at the outset of the activity.

Policy implications

- 27 If public access to the Waikaia Forest is granted, this creates a precedent that other community groups may want to seek to secure mountain bike trail or other recreational access for the public, on Council owned land. The proposal also has positive health, social and economic wellness implications for the Waikaia community.

Analysis

Options considered

- 28 There are three options for consideration in this report:
- Option 1 – that the committee agree to amend Waikaia forest access permissions to allow public access for the purpose of mountain biking, subject to a variation in the service agreement between Council and IFS. Council would enter an MOU with the trust administering the trails.
 - Option 2 – that the committee agree to amend Waikaia forest access permissions to allow public access for the purpose of mountain biking, subject to a variation in the service agreement between Council and IFS. Development and operational control for the trails undertaken by Council.
 - Option 3 – status quo; no change to Waikaia forest access permission, public access by request and authorisation only.

Analysis of Options

Option 1 – amend Waikaia forest access permissions to allow public access for the purpose of mountain biking, subject to a variation in the service agreement between Council and IFS. Council would enter an MOU with the trust administering the trails.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> enhances recreational options for the local community provides an attraction to draw visitors to the area, potentially generating economic benefits such as spending at local business improves “return on investment” for the forestry asset, through an additional recreational benefit stream, while minimising the financial commitment required from Council Council retains an appropriate level of control over activities on the property, subject to a suitable MOU being in effect. 	<ul style="list-style-type: none"> increased indirect cost through Council staff and IFS time required to co-ordinate and review trail activity once trails are established, risk of Council having to backstop the activity, due to reputational pressure, should intended club or trust arrangements fail good outcomes and adequate control is heavily reliant on establishment of a suitable MOU and effective management/enforcement of requirements. with adequate management by staff, there would still remain a residual health and safety liability on Council.

Option 2 – amend Waikaia forest access permissions to allow public access for the purpose of mountain biking, subject to a variation in the service agreement between Council and IFS. Development and operational control for the trails undertaken by Council.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Council retains maximum control of delivery and operations which mitigates reputational and financial risks to Council in an event of the venture failing. 	<ul style="list-style-type: none"> community led development is not realised requires greater Council involvement in securing trail capital and operational expenditure requires additional Council resource to cover delivery and operations exposes Council to full operational risks associated with trail development and management costs are likely to exceed the level of risk being mitigated.

Option 3 – status quo; no change to Waikaia forest access permission, public access by request and authorisation only.

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">no change to current costs or risk to Council.	<ul style="list-style-type: none">mountain biking trails are not established and potential recreational and economic benefit to the community not realisedthe significant community led initiative for this project will be lost.

Assessment of significance

- 29 As per Council's Significance and Engagement Policy and staff advice, this issue is not considered significant.

Recommended option

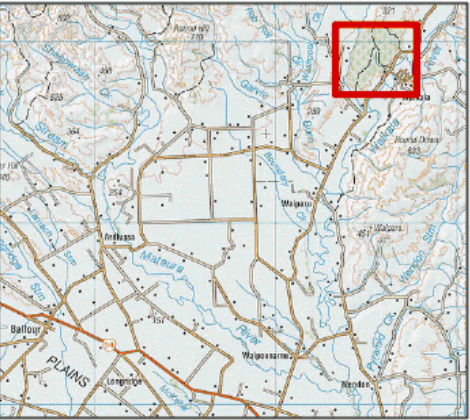
- 30 Option 1 is recommended. This is to authorise public access for the purpose of mountain bike trail building by others within Waikaia Forest Block, subject to a variation in the service agreement between Council and IFS. It is intended that the MOU between Council and a trust or club would identify the responsibilities of each party.

Next steps

- 31 If the Committee endorses Option 1, the next step is the establishment of a trust by the Waikaia community to fundraise and take the project forward.
- 32 In parallel to establishing a trust, trail master planning and design work would be initiated and this will require approval of unbudgeted expenditure.
- 33 Once a trust has been established, an MOU would be executed between Council and the trust. The intention is to develop the MOU in consultation with IFS and reference the memorandum document through a variation to the management agreement with IFS.
- 34 Physical works and alternative access permissions will be permitted only once: i) a trust, ii) a variation to the IFS agreement and iii) an MOU with any requirements met, are established.

Attachments

- A SDC Waikaia - Long term plan harvest areas [↗](#)



Legend:

- Sealed Road (LINZ)
- Metalled Road (LINZ)
- Unmetalled Road (LINZ)
- Forest Road (IFS)
- Forest Track (IFS)
- Stands Not Harvested in 10 Years

Harvest Year

- 1 : 2017/2018
- 2 : 2018/2019
- 3 : 2019/2020
- 4 : 2020/2021
- 5 : 2021/2022
- 6 : 2022/2023
- SDC Waikaia - Legal Boundary

SDC - Waikaia
Long Term Plan
Harvest Areas

IFS Growth
LIVING, BREATHING INVESTMENTS

IFS Growth Limited
Ground Floor, 137 Spey Street
PO Box 697, Invercargill, 9840
Ph: (03) 928 5755 Fax: (03) 928 5756

Produced: 30/05/2017

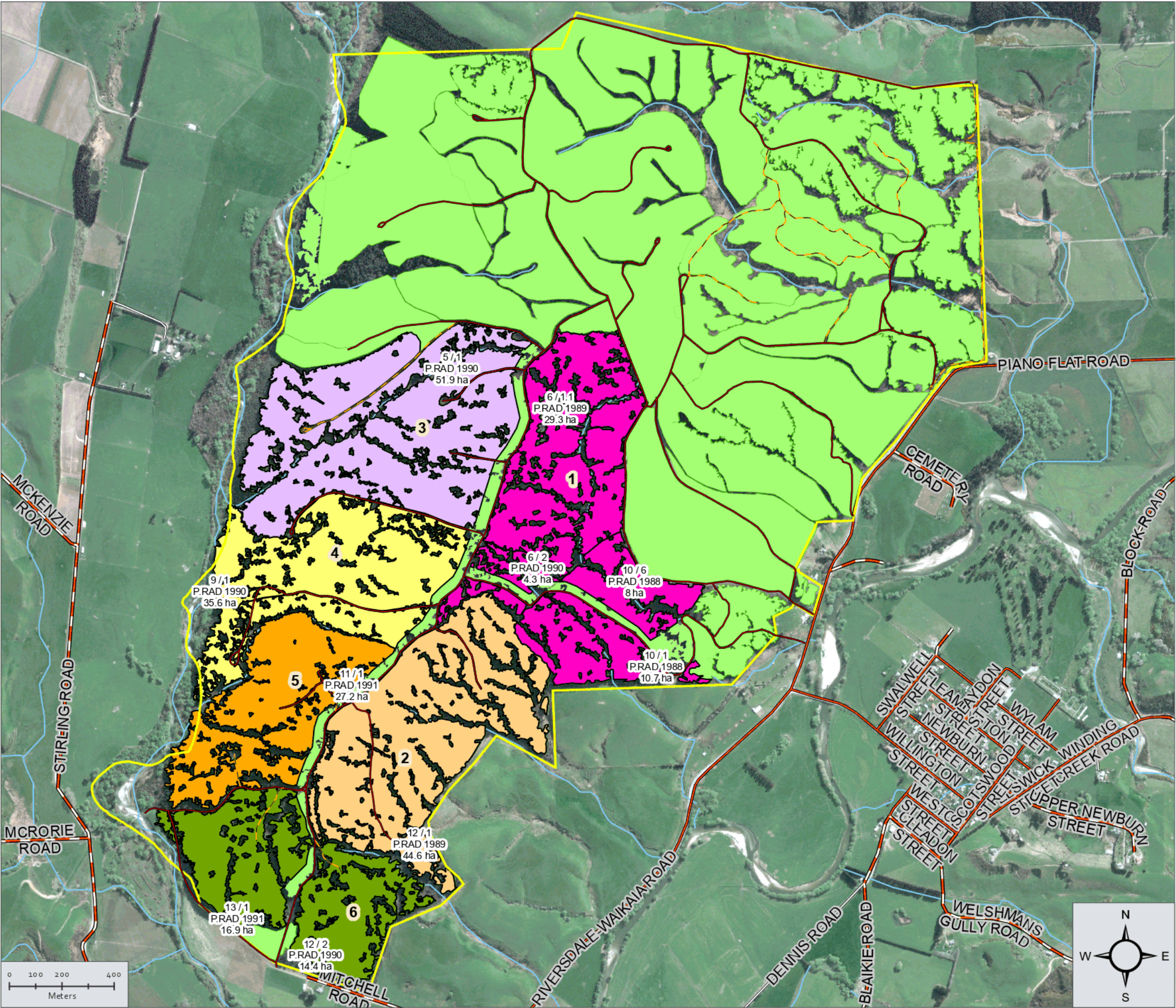
Disclaimer: This map has been derived from a combination of supplied topographic and landuse data. While all possible care has been taken ensuring the accuracy of the data, IFS Growth Ltd accepts no responsibility or liability for any errors in this mapping.

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Coordinate System: NZGD 2000 New Zealand Transverse Mercator
Projection: Transverse Mercator
Datum: NZGD 2000
False Easting: 1,600,000.0000
False Northing: 10,000,000.0000
Central Meridian: 173.0000
Scale Factor: 0.9996
Latitude Of Origin: 0.0000
Units: Meter

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Services and Assets Programme Report

Record No: R/20/9/52616

Author: Nick Hamlin, Project Delivery Manager

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

Summary

- 1 The CAMMS project system tracks all services and assets projects. This report seeks to update the status of these projects to the committee.
- 2 Please see the attached report for your information.

Recommendation

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Programme Report” dated 30 September 2020.**

Attachments

- A Services and Assets Programme Report 20 September 2020 [📎](#)



Services and assets programme report

Reporting period up to 21 September 2020

Prepared by: Trudy Saunders, Nick Hamlin

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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Executive summary

This month's report has been updated to the 2020/21 reporting year. The final 2019/20 carry forwards are still in draft and awaiting formal approval from Council.

The 2020/21 works programme has been inputted into CAMMS along with the draft next 10-year Long Term Plan.

Works at 42 Don office is now complete and staff have been shifted across. The shift went very well and staff are very happy with their new space. 20 Don Street which will hold the new chambers space is also progressing well and due for completion at the end of October with a shift in early November. Works in the current Forth Street office will then progress over December and January.

Design continues to progress very well on the Te Anau waste water project with construction due to start on both the MF Plant and SDI field on 5 October which is an incredible mile stone.

This report currently doesn't cover the budgets and works programme associated with the 3 waters Stimulus funding programme of \$13.5m but once approvals are in place will be added to and reported on as a separate section. Planning of this package of works is well underway.

The Covid-19 pandemic is a continual work in progress but year to date hasn't affected the 2020/21 Capital works programme.

Activity overview

1. Completed projects in the last reporting period include:

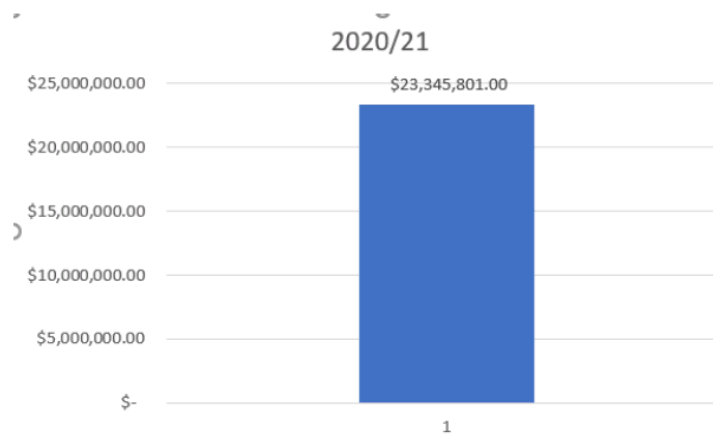
- 9 bridges in the Southern package have reached practical completion.
- 3 bridges in the Northern package have reached practical completion.
- 42 Don Street office completed on 27 August 2020
- Athol railway project is completed with information boards installed
- Woodlands kerb and channel project is complete
- Otautau water main replacement is complete.
- Install of the new SIESA fuel tanks is complete.

2. Projects due to start in construction over the next 2 months:

- Monkey Island to restart in October subject to contractor availability.
- Winton Library currently out to tender for design services.
- Te Anau Wastewater processing plant due to start construction in October on both sites.
- Te Anau watermain replacements on Lakefront Drive
- Wastewater pond fencing currently underway
- Balfour Ardlussa Road rehabilitation

See back of this report for Project progress photos

Total Budgets for projects by financial year



Current works programme spend and estimated forecast final

The following table captures programme data from CAMMS and reconciles it with the finance project sheets to provide an overview of works programme vs actual spent to date and estimates the year end forecast with major changes during the programme year.

2019/20 completed costs to 30 June 2020

Activity	Commercial Infrastructure	Community Facilities	Transport and Rooding	Water and Waste services	Totals
Total Capital works Programme 20-21	25,086	871,529	5,524,451	10,205,418	16,626,484

2020/21 financial information

Activity	Commercial Infrastructure	Community Facilities	Transport and Rooding	Water and Waste services	Totals
Total Capital works Programme (CAMMS)	909,793	2,199,506	7,057,647	13,178,855	23,345,801
20-21 Annual Plan Budget	140,890	3,153,375	58,810	18,125,115	21,478,190
19-20 Carry forward movement	620,607	549,691	497,235	3,919,345	5,586,878
20-21 Approved Unbudgeted expenditure	-	-	-	-	-
20-21 Total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date	761,497	3,703,066	556,045	22,044,460	27,065,068
Total Forecast movements to date	-	-	-	-	-
Current approved budget to date	761,497	3,703,066	556,045	22,044,460	27,065,068
Actual costs to 20 September 2020	-	7,008	-	1,275,408	1,282,416
Estimated Year end forecast	909,793	2,199,506	7,057,647	17,098,200	27,265,146
Estimated cost to complete	909,793	2,192,498	7,057,647	15,822,792	25,982,730

Clarifications

- the \$16,626,484 are works completed and paid to date to 30 June 2020
- the 2019/20 carry forward value of \$5,586,877 is in draft awaiting review from Group Manager and formal presentation to council
- the total current capital works programme for 2020/21 is currently sitting at \$27,065,068
- the 2020/21 year excludes any extra central government funded allocations
- all values noted above exclude the Rooding maintenance budgets
- estimated year end forecast is the value estimated left to spend in the current operational year. Estimates are based on current works completed to date plus any forecast spend per month.

Services and assets activities

The activities captured in this report relate to the following and works outside of this are reported by other Council activities.

Commercial infrastructure includes:

Airport and SIESA.

Community facilities includes:

Cemeteries, community centres, community housing, council facilities, offices and buildings, parks and reserves, public toilets and water structures.

Waste and water activities includes:

Stormwater, wastewater, drinking water, resource consents and renewals.

Transport and roading includes:

Community footpaths, bridges, road rehabilitations, kerb and channel replacements and walking tracks.

2019/20 works programme carry forwards

The following summarises the major projects that will have highest carry forward changes into the 2020/21 works programme

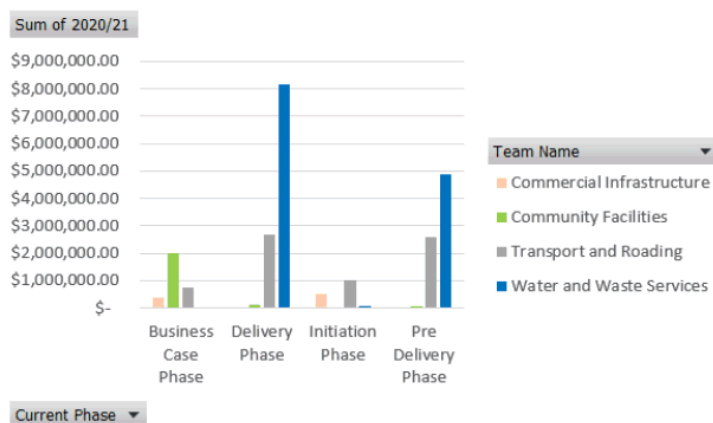
- Te Anau waste water project
- Te Anau watermain replacement at Quintin Drive
- Southern and Northern bridge packages
- Monowai and Waghorn Road bridges.

Capital works programme critical risk graph

SDC Works programme Key Risks					<div><div></div><div>Consequence</div><table><tr><th></th><th></th><th>Negligible 1</th><th>Minor 2</th><th>Moderate 3</th><th>Major 4</th><th>Catastrophic 5</th></tr><tr><th rowspan="5">Likelihood</th><th>5 Almost certain</th><td>Moderate 5</td><td>High 10</td><td>Extreme 15</td><td>Extreme 20</td><td>Extreme 25</td></tr><tr><th>4 Likely</th><td>Moderate 4</td><td>High 8</td><td>High 12</td><td>Extreme 16</td><td>Extreme 20</td></tr><tr><th>3 Possible</th><td>Low 3</td><td>Moderate 6</td><td>High 9</td><td>High 12</td><td>Extreme 15</td></tr><tr><th>2 Unlikely</th><td>Low 2</td><td>Moderate 4</td><td>Moderate 6</td><td>High 8</td><td>High 10</td></tr><tr><th>1 Rare</th><td>Low 1</td><td>Low 2</td><td>Low 3</td><td>Moderate 4</td><td>Moderate 5</td></tr></table></div>			Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5	Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25	4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20	3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15	2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10	1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5
		Negligible 1	Minor 2	Moderate 3		Major 4	Catastrophic 5																																				
Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15		Extreme 20	Extreme 25																																				
	4 Likely	Moderate 4	High 8	High 12		Extreme 16	Extreme 20																																				
	3 Possible	Low 3	Moderate 6	High 9		High 12	Extreme 15																																				
	2 Unlikely	Low 2	Moderate 4	Moderate 6		High 8	High 10																																				
	1 Rare	Low 1	Low 2	Low 3		Moderate 4	Moderate 5																																				
Likelihood / Impact (Likelihood x Impact = Risk Score)																																											
Red		(15-25)		Extreme																																							
Orange		(8-12)		High																																							
Yellow		(4-6)		Moderate																																							
Green		(1-3)		Low																																							
Ref No.	Works Programme Risks	RISK FACTORS Post mitigation			Mitigation Actions																																						
		Likelihood	Impact	Risk Score																																							
1	Covid 19 contract claims	1	1	1	All claims have now been worked through and resolved																																						
2	Covid 19 Supply issues	4	3	12	Early engagement with our suppliers is currently being undertaken to understand this full extent - SDC will then work with suppliers to look at alternative supply options on a case by case basis																																						
3	Current 20-21 Programme delays	3	2	6	Projects are regularly being reviewed against programme and were possible if projects are delayed other projects are advanced																																						
4	Health and Safety	2	3	6	All projects have have updated Health and safety plans - all contractors and suppliers have been compliant with the regulations and checks are being undertaken																																						
5	Budgets and cost control	3	3	9	Currently all projects within the works programme are tracking within the approved budgets, projects are reviewed monthly against budgets and PDT is actively engaged with the Activity Managers on assisting with scoping and budget preparations with up coming works																																						
6	Resources	3	2	6	At present there hasn't been any issue with availability of resources but as more companies make layoffs SDC staff are monitoring the key suppliers and using as many local trades and companies as possible																																						

Budgets for 2020/21 by activity and phase

Sum of 2020/21	Column Labels				
Row Labels	Commercial Infrastructure	Community Facilities	Transport and Rooding	Water and Waste Services	Grand Total
Business Case Phase	\$ 379,793.00	\$ 2,009,700.00	\$ 754,922.00	\$ 52,224.00	\$ 3,196,639.00
Delivery Phase		\$ 123,249.00	\$ 2,702,725.00	\$ 8,174,726.00	\$ 11,000,700.00
Initiation Phase	\$ 530,000.00	\$ 5,222.00	\$ 1,000,000.00	\$ 76,891.00	\$ 1,612,113.00
Pre Delivery Phase		\$ 61,335.00	\$ 2,600,000.00	\$ 4,875,014.00	\$ 7,536,349.00
Grand Total	\$ 909,793.00	\$ 2,199,506.00	\$ 7,057,647.00	\$ 13,178,855.00	\$ 23,345,801.00



Major projects across 2020/21 financial year

Community facilities

Code	Community Board	Activity Name	Current Phase	Project Name	2020/21
P-10745	Oreli	Community Facilities	Business Case Phase	Winton Office refurbishment	\$ 1,400,000.00

Water and waste

Code	Community Board	Activity Name	Current Phase	Project Name	2020/21
P-10155	Fiordland	Waste Water	Delivery Phase	Te Anau Waste Water Treatment Plant	\$ 7,333,031.00
P-10743	Fiordland	Water Supply	Pre Delivery Phase	Lakefront Drive watermain upgrade - Te Anau	\$ 1,600,000.00
P-10007	Tuatapere Te Wairua	Water Supply	Pre Delivery Phase	Upgrade Water Supply at Eastern Bush - Stage 1	\$ 1,326,995.00

Rooding

Code	Community Board	Activity Name	Current Phase	Project Name	2020/21
P-10360	Ardlussa	Roads and Footpaths	Delivery Phase	Rehabilitation of Balfour Ardlussa Road	\$ 1,000,000.00
P-10418	District	Roads and Footpaths	Initiation Phase	Footpath programme 2020/21	\$ 1,000,000.00

Activity by status – 2020/21

Community facilities

Sum of 2020/21	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Community Facilities	\$ 68,936.00	\$ 585,546.00	\$ 1,400,000.00	\$ 2,054,482.00
Community Housing		\$ 27,157.00		\$ 27,157.00
Parks and Reserves	\$ 10,445.00	\$ 5,222.00		\$ 15,667.00
Public Toilets			\$ 102,200.00	\$ 102,200.00
Grand Total	\$ 79,381.00	\$ 617,925.00	\$ 1,502,200.00	\$ 2,199,506.00

The community facilities team has been working through the second round of the Long Term Plan workshops with the community boards. This has focused on the budgets associated with the Opex and Capex to meet the levels of service over the period of the plan and follows on from meetings previously held with the boards that highlighted the assets that were within their respective board areas of responsibility.

Three of the mowing tenders have been approved by the Services and Assets committee with new contracts starting on 1 October 2020. Direct negotiations are in progress with the incumbent contractors for the Ardhussa community board. The remainder of the areas will be packaged up and put out to tender.

Community facilities staff are completing projects that were carried forward from last year and starting the projects that are in this year's capital works programme.

Water and waste

Sum of 2020/21	Column Labels			
Row Labels	Off Track	On Track	Grand Total	
Solid Waste	\$ 129,115.00		\$ 129,115.00	
Storm Water	\$ 22,456.00		\$ 22,456.00	
Waste Water	\$ 131,072.00	\$ 7,841,760.00	\$ 7,972,832.00	
Water Supply	\$ 78,634.00	\$ 4,975,818.00	\$ 5,054,452.00	
Grand Total	\$ 361,277.00	\$ 12,817,578.00	\$ 13,178,855.00	

Work on the Te Anau wastewater upgrade is progressing on a number of fronts with work on the pipeline between Manapouri and the Kepler block now complete. Contracts are now awarded for the design and construction of the membrane filtration plant and the sub-surface drip irrigation field at Kepler with the site work programmed to commence in October. In addition, a consent application for the continued discharge to the Upukerora River has been accepted by Environment Southland and is awaiting a decision on how this may be notified.

Work on the Otautau watermain renewal is also largely complete and the renewal of watermain around Quintin Drive in Te Anau is progressing well with expected completion in late September/early October. Renewal of the Lumsden watermain is still on hold at this stage, noting that the agreement has been reached with the landowner but work is still postponed until the new year.

Roading

Sum of 2020/21	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Roads and Footpaths	\$ 3,100,000.00	\$ 2,154,922.00	\$ 1,802,725.00	\$ 7,057,647.00
Grand Total	\$ 3,100,000.00	\$ 2,154,922.00	\$ 1,802,725.00	\$ 7,057,647.00

Projects in progress

- southern Bridges (9) replacement package – All 9 bridges are at practical completion and require sealing to be completed in the 2020/21 sealing season
- northern Bridges (10) replacement package - 3 bridges are at practical completion and require sealing to be completed in the 2020/21 sealing season
- Lake Monowai Road canal bridge - SouthRoads are programmed to open the bridge to traffic late September then remove of the Bailey Bridge. Then the road approaches will be completed during October.

Design phase

- Investigation and option analysis for Waghorn Bridge has been completed. The next is to engage with the Whakamana te Waituna Trust and any impacts this may or may not have on works planned for the bridge.
- Monowai suspension bridge - detailed condition and inspections including the main cables have now been completed above and below ground. Pricing is being firmed up to carry out further excavation to inspect the anchor blocks and once this complete the designs can be completed.

Fortrose Otara seal widening - this project has been tendered with a reduced scoped and awarded to The Roothing Company.

- Balfour Ardlussa Road rehabilitation - This project has been awarded to SouthRoads.

Commercial Infrastructure

Sum of 2020/21	Column Labels	
Row Labels	On Track	Grand Total
Around the Mountains Cycle Trail	\$ 379,793.00	\$ 379,793.00
Electricity Supply	\$ 530,000.00	\$ 530,000.00
Grand Total	\$ 909,793.00	\$ 909,793.00

Works to repair the February flood damage to the Around the Mountain Cycle Trail is underway. Completion is forecast for late October/early November but recent wet weather has had slight impacts on progress. The new and improved trail surface has so far received positive feedback from stakeholders. Damage to a historic culvert from the February flooding has been identified since the original scoping exercise. This additional work is being scoped for additional funding and delivery as a variation through the main contract to repair the flood damage.

The pre-development phase of establishing wind power on Stewart Island is being impacted by issues securing initial land access for the turbine sites. Work to understand the viability of various sites is being progressed and as potential options are eliminated, the likelihood of the project becoming unfeasible is a critical risk.

Two legacy SIESA projects are currently in progress. The diesel fuel tank replacement is physically complete and pending certification, proposed for September. The undergrounding of power on Ringaringa Road was coordinated with the related roading project which is nearing completion. Going forward, a revised works programme will be developed under a new SIESA management and service agreement.

All non-essential work at Te Anau airport has been deferred or cancelled due to a reduction in landings resulting from Covid-19 impacts on the flight industry.

Projects by location 2019/20 and 2020/21

Row Labels	Count of 2020/21	Sum of 2020/21_2
Ardlussa	2	\$ 1,385,000.00
District	7	\$ 2,595,140.00
Fiordland	11	\$ 10,703,313.00
Northern	3	\$ 489,975.00
Oraka Aparima	5	\$ 412,775.00
Oreti	5	\$ 2,366,324.00
Stewart Island/Rakiura	6	\$ 1,094,562.00
Tuatapere Te Waewae	4	\$ 2,200,395.00
Waihopai Toetoe	7	\$ 1,349,226.00
Wallace Takitimu	4	\$ 749,091.00
Grand Total	54	\$ 23,345,801.00

Progress Photos

Community Facilities



Athol Railway precinct upgrade

Water and Waste



Oxidation Pond fencing at Te Anau

Roading



Dunrobin Valley Road Bridge Replacement (Northern Bridges Programme)



Woodlands Kerb and Channel works



New footpath at Aparima Drive, Te Anau

Commercial Infrastructure



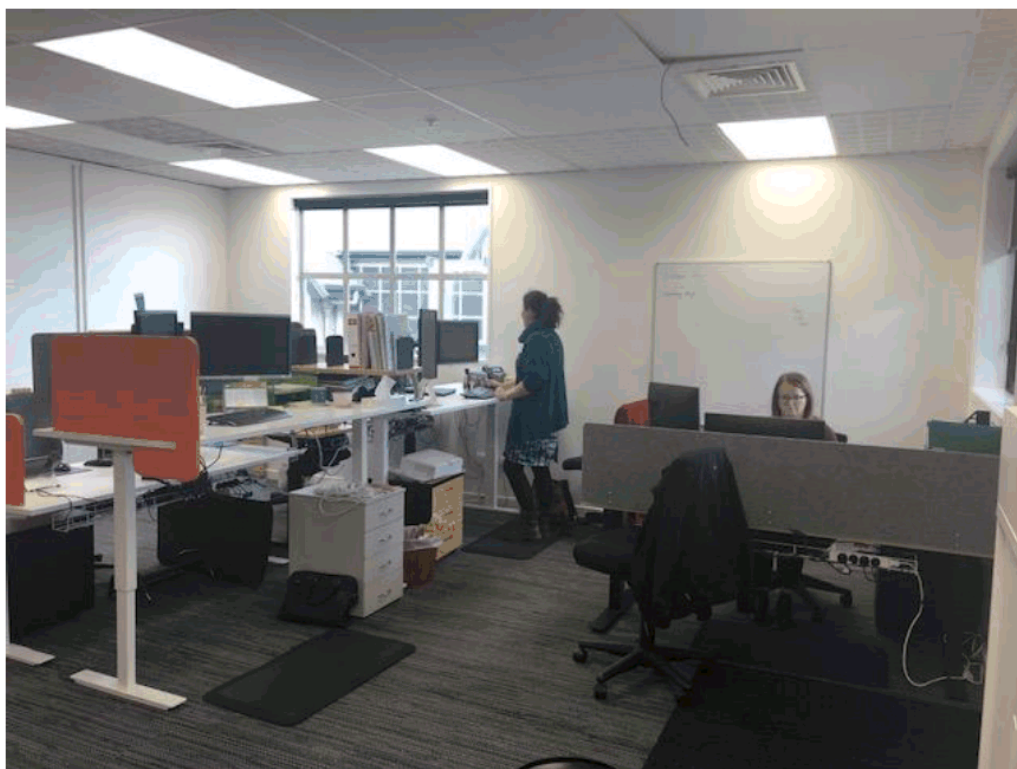
Cycle Trail Repairs - So Big Creek – March 2020



After – September 2020



SIESA fuel tank replacement



Fit out of 42 Don Steet.

Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for August 2020

Record No: R/20/9/51489
Author: Bill Witham, Manager Contracts - 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 was 92% for August 2020 which is a decrease of 8% on the previous month. Continuing level 2 Covid19 restrictions are not affecting the contract operations.

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 were two non-compliant tests during August. One sample was from the Stewart Island wastewater scheme, the other was from Nightcaps. Both tests were for nitrogen.

Operations and Maintenance

- 6 84 service request calls were received for August including 57 water, 16 rural water, 10 sewer, 1 stormwater.

Financial

- 7 There are no outstanding variations.

Customer Service

- 8 There were 84 service requests received and 7 recorded as resolution time exceeded.

Health and Safety

There was one safety incident in August. A vehicle was damaged by a trailer while backing.

Quality Assurance

- 9 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:

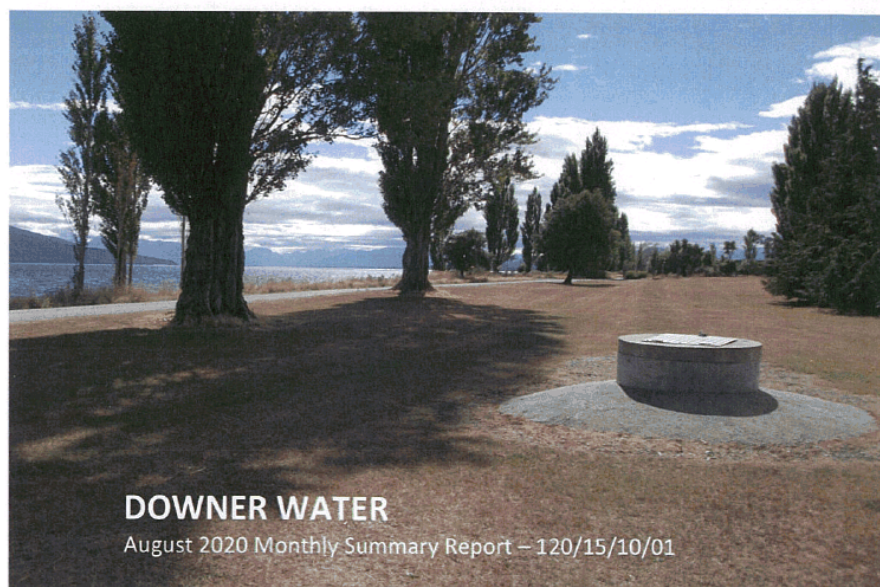
- a) Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for August 2020” dated 30 September 2020.**

Attachments

- A Downer Monthly Report - August 2020 [↓](#)
- B Downer Monthly Summary Report - August 2020 [↓](#)



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	Grant Isaacs	Operations Manager: Water and Waste Services, Strategic Water and Waste	SDC
03	Bill Witham	Contracts Manager: Water and Waste Services	SDC
04	Talita Aitken	IPS Data Analyst: Water and Waste Services	SDC
05	Bevan McKenzie	Project & Programme Manager: Asset Manager Water	SDC

TABLE OF CONTENTS

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

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 were two non-compliant tests during August.

FINANCIAL

MISC MINOR WORKS AUGUST 2020

Riverton WTP Chemicals	4,402.68	Chemicals & Filters Riverton WTP: August 2020
Riverton WTP Mixing Chemicals	680.63	Mixing chemicals August 2020
Te Anau Ponds O&M	7,749.43	O&M of Te Anau Ponds during construction
Winton Nitrate Sample	41.58	Monthly Nitrate Sampling – Winton
Curio Bay Water	3,439.80	Delivery of water to Curio Bay – July 2020
Ohai Discharge Consent Sampling	585.48	Monthly Ohai Discharge Consent Sampling
Ohai Citric EFM Washes	1,160.64	Ohai Citric EFM Washes – August 2020
Mary Street Winton, SW Invest	5,726.79	Mary Street S/W investigation and repairs
Verdun Street, Riverton	5,019.59	Investigate, drain water for storm main damage
Unblock Te Anau Dumping Station	76.05	Unblock Te Anau Dumping Station
Home St, Winton – SW repairs	4,463.23	Repair damage to stormwater main
Braggs Bay Sampling – Extra	409.52	Braggs Bay Sampling – Extra
Te Anau Caravan Dump Site	1,696.20	Unblock and waterblast Aug 12 & 14
23 Duncan Street, Te Anau	1,189.32	Toby relocation inside boundary
25 Birchwood Road, Ohai	1,094.66	Install new WSL & Acuflo
55 Hastings St, Ohai #1	1,939.03	Expose WSL, install Acuflo at boundary
Edendale WWTP	528.82	Fit new belt to compressor
43 Queen St, Winton	3,042.98	Stormwater investigation
Mt York RWS	10,933.08	Replace motor on intake Pump 2
55 Hastings St, Ohai #2	3,408.36	New WSL connection, decom old steel WSL
Riverton WTP – Pipework	6,713.48	Pipework alterations for clarifier compliance
Kruger St, Balfour	3,087.32	Clear blockage and CCTV
TOTAL	\$67,388.67	

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

HEALTH & SAFETY

- There was one incident reported in August 2020:
 - Reversing ute and trailer, jack-knifing into side of the ute.
- Monthly tool box meeting was held at Downer Offices August 6, 2020.

QUALITY ASSURANCE

- There were no NCR/OFI's issued during August 2020.
- There was no instance of rework or product failure during the month.

PLANNED POWER INTERRUPTIONS

Planned power interruptions in August 2020:

- ✚ August 21, 2020 – Sewerage Pump 8 – Rocks Highway, Riverton
- ✚ August 21, 2020 – Sewerage Pump 9 – Rocks Highway, Riverton
- ✚ August 21, 2020 – Oxidation Ponds – End of Rocks Highway, Riverton
- ✚ August 21, 2020 – Sewerage Pump 10 – Rocks Highway, Riverton

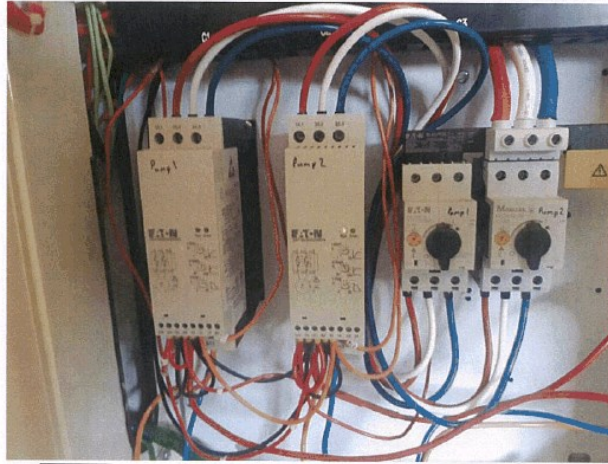
STAFFING

- ✚ Contract staff levels are currently sixteen permanent employees. This is made up of five management, administration and QA staff and eleven field staff. Tragically on Friday August 28, 2020 we lost one of our staff members. Rongopai Barlow, Water and Wastewater Operator, suffered a heart attack and unfortunately did not survive. Rongopai was a much loved member of staff and his passing has left a massive hole in the team.



- ✚ Training Completed in August:
 - ✚ August 14 – Confined Space Course – Ricky Sinclair
 - ✚ August 27 – Traffic Controller – Gina Donnelly
- ✚ Training scheduled for September:
 - ✚ September 17 – Working at Heights Refresher – Craig Duncan
 - ✚ September 18 – First Aid Refresher – Dave Wilson, Malcolm Hewitt, Steve Flawn, Ricky Sinclair

SUMMARY



New wiring at Mt York to suit new motor install



Unblocking Stormwater drain at Riverton



Sewer/stormwater identification on new building site



Root intrusion and repair Te Anau



Root intrusion and repair Te Anau



2. HEALTH & SAFETY

HEALTH & SAFETY INDICATORS:

Description	Employees	Sub-Contractor	Employees	Sub-Contractor
	Current Month	Current Month	YTD	YTD
Number of Fatalities	0	0	0	0
Number of Lost Time Injuries	0	0	0	0
Number of Days lost due to LTI's	0	0	0	0
Number of Medical Treatment Injuries	0	0	0	0
Number of First Aid Treatment Injuries	0	0	0	0
Number of Near misses	0	0	0	0
Number of Property/Plant Damages	0	0	3	0
Number of hours Worked	2770.36	133.5	5,606.34	306.25
LTI Incidence Rate (1 million Hrs.)	0.0	0.0	0.0	0.0

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	222
Wastewater scheme sampling completed for month	3
Wastewater scheme site samples taken for month	12
Wastewater scheme laboratory tests completed for month	113
Non-conformance reports received	0
OFl 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.

RESOURCE MANAGEMENT ACT

Wastewater discharge consent sampling was carried out at Nightcaps and Otautau and a resample was completed at Little River Estuary, Stewart Island during August. No joint sampling was carried out in conjunction with Environment Southland during August. There were two non-compliant tests during August and these were the downstream e.coli concentration at Nightcaps and dissolved inorganic nitrogen concentration in Little River Estuary.

4. KEY PERFORMANCE INDICATORS – AUGUST 2020

	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. Downer to apply for dispensation for Stewart Island and Ohai.	Monitoring programme as required by Resource Consent (Dispensation sought for Stewart Island)	100% 99%	N
	5.	Percentage samples taken in accordance with the Resource Consent requirements (Dispensation to be requested if required).	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 0	Y
	7.	Percentage of Requests for Service responded to within required timeframes – wastewater	Data from HANSEN IPS	100% 100%	Y

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.	Number of non-notified shutdowns across all urban water systems	Data from HANSEN IMS	Not more than 20 0 (TOTAL)	Y						
	12.	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				11						
	B Total number of N's				1						
	A + B				12						
	OPR = 100 X (A/(A+B)) %										
JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	DEC 20	JAN 21	FEB 21	MAR 21	APR 21	MAY 21	JUN 21
100%	92%										

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



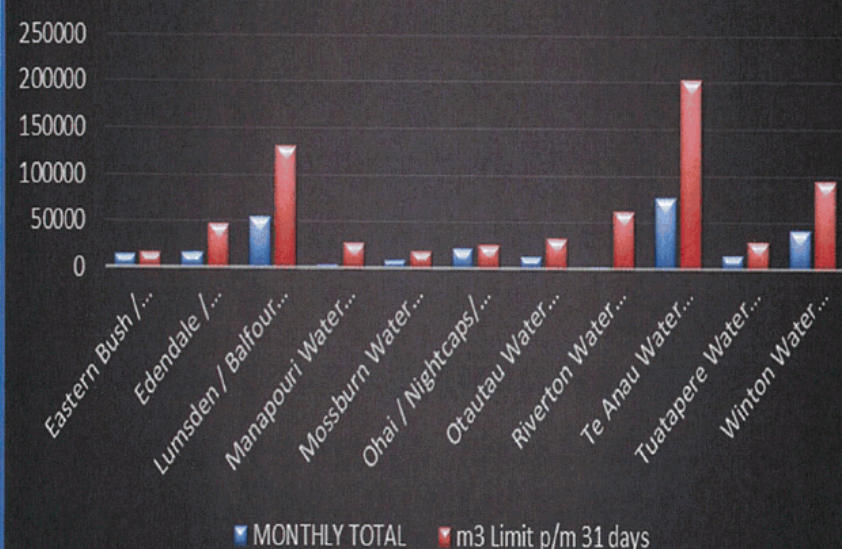
SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

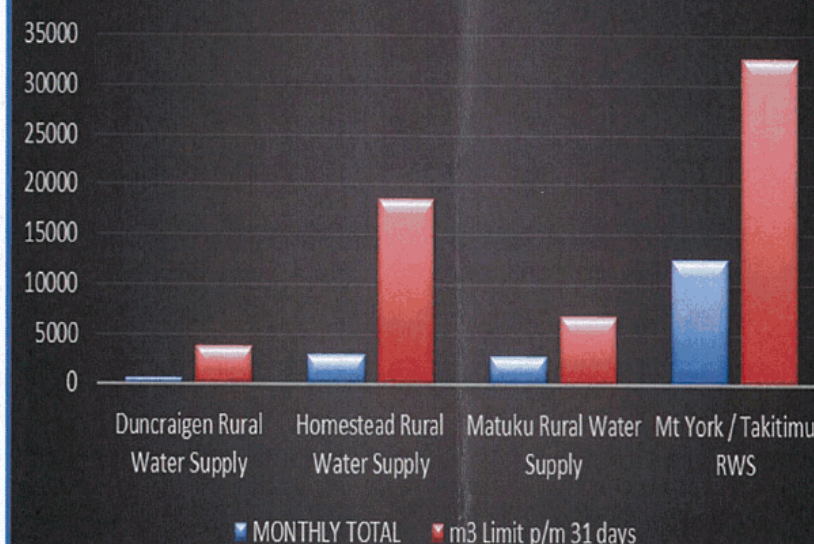
MONTHLY SUMMARY REPORT - AUGUST 2020



URBAN WATER SUPPLY WATER TAKE COMPLIANCE



RURAL WATER SUPPLY WATER TAKE COMPLIANCE



MINOR CAPEX WORK

	TOTAL CLAIMED
Minor Capital Work	\$ 67,388.67
Project Work	\$ 145,291.40
TOTAL	\$ 212,680.07

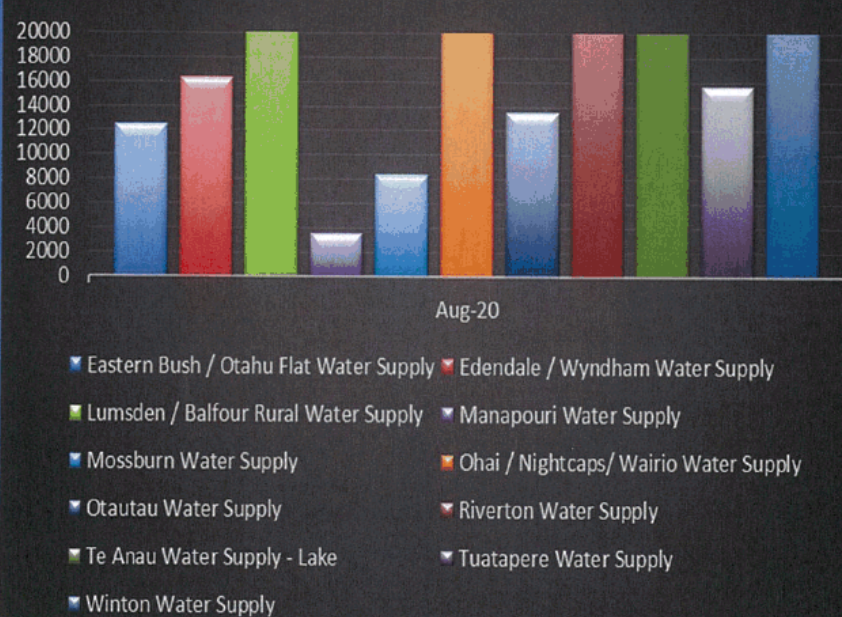
CLAIM SUMMARY YEAR TO DATE

	TOTAL CLAIMED
SDC O&M Lump Sum YTD	\$ 5 02,658.68
SDC O&M Capital Works YTD	\$ 201,923.35
TOTAL	\$ 704,582.03

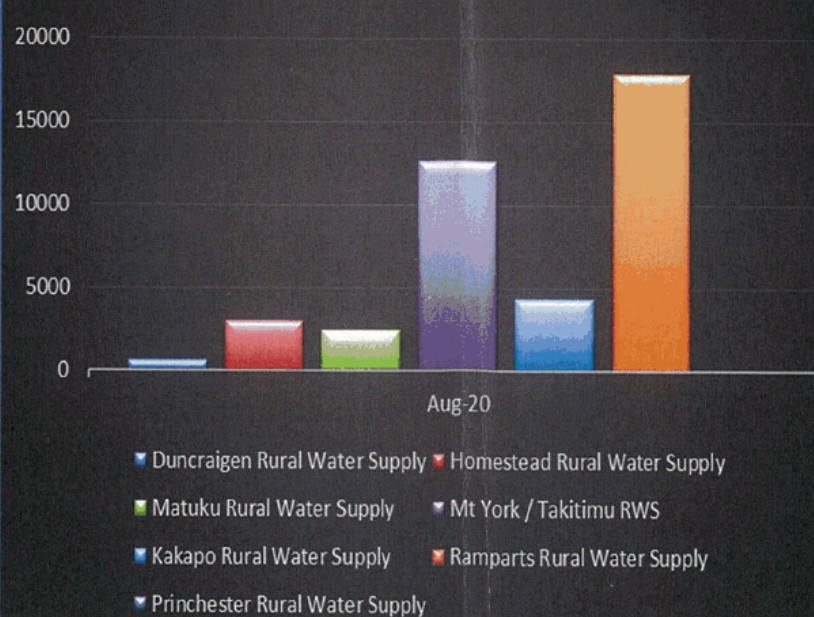
LOST DAY INJURES / MEDICAL TIME INJURIES



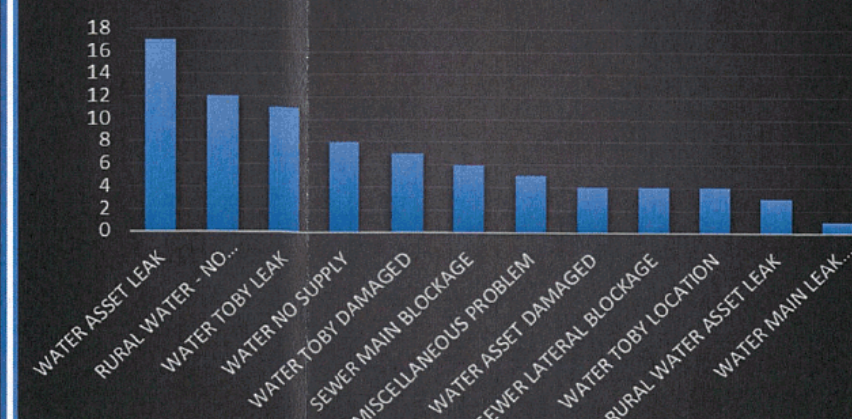
WATER TREATMENT PLANT INTAKE - URBAN WATER SUPPLY



WATER TREATMENT PLANT INTAKE - RURAL WATER SUPPLY



SERVICE REQUESTS RECEIVED



Road Operations - August 2020

Record No: R/20/9/50571
Author: Rob Hayes, Roading Engineer
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 contracts and provide some context to the 2020/21 budget.
- 2 SouthRoads currently have the Waimea and Central Alliance maintenance contracts and Fulton Hogan has the Foveaux alliance contract.

Executive summary

- 3 Maintenance spend across the three contracts totalled \$2.78M to the end of August.
- 4 Customer Satisfaction; 122 Requests for Service (RFS), across the three Alliance contracts were received in August, compared to 155 in 2019/20, a decrease of 33 or 22%.
- 5 Emergency flood repairs to the end of July have totalled \$1.65M and we are forecasting a total spend of approximately \$2.0M.
- 6 Remaining flood repair works include the completion of the Otautau Tuatapere slip, Mclean Road and the Ellis Road rehabilitation is programmed for early summer.
- 7 In relation to health and safety; 25 contractor safety audits were completed during August and 14 near misses were reported.
- 8 Activity performance:
 - metalling, 16,597m³ (29%) has been placed by the end of August of a total 2020/21 budget of 55,967m³.
 - grading, 2,396km (17%) have been graded by the end of August of a total 2020/21 budget of 13,600 km for the year.

Pavement rehabilitation

- 9 Package 1: Balfour Ardlussa Road Rehabilitation has been awarded to SouthRoads.
- 10 Package 2: Central Area Rehabilitations with sections on Otautau Nightcaps, Argyle Otahuti and Fairfax Isla Bank Roads. The tender documents under review.
- 11 Package 3: Otapiri Gorge Road Rehabilitation, tenders have closed and currently under evaluation.
- 12 Package 4: Tokanui Gorge Road Highway is with our consultant for design.

- 13 Fortrose Otara Road seal widening has been awarded to The Road Company.

Resurfacing

- 14 The two resealing tenders have been awarded.

Pavement marking

- 15 The existing contract with Downer rolls over into the 2020/21 season with work programmed to commence when weather and temperatures allow.

Bridges

- 16 Downer have completed all bridge installations on the Southern design and build package with only approaches and minor work to complete. We have added a tenth bridge to this contract at Horton Road, Tussock Creek.
- 17 SouthRoads have completed three bridge installations on the Northern Southland design and build package at Dunrobin, Biggar and Fortune Roads. This leaves 7 bridges (including contingency sites) to complete.



The New ridge at Fortune Road



New bridge at Hedley Road



New bridge at Howden Road

- 18 The Lake Monowai Road bridge over Pioneer Energy's hydro canal is progressing well and programmed to be open to traffic later in September. The bailey bridge will be removed early October and allow the completion of the road approaches.





New bridge construction at Lake Monowai Road

Recommendation

That the Services and Assets Committee:

- a) receives the report titled “Road Operations - August 2020” dated 30 September 2020.**

Attachments

- A Waimea Alliance - August A3 [↗](#)
- B Central Alliance - August A3 [↗](#)
- C Foveaux Alliance - August A3 [↗](#)
- D SouthRoads, Central and Waimea - August Safety Report [↗](#)
- E Fulton Hogan Foveaux Alliance - August Safety Report [↗](#)

Waimea Alliance - Summary Report August 2020



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Aug-20	YTD
General Requests for Road Service (RFS's)	14	46
Road Service Requests completed on time	10	36
Road Service Requests completed on time %	71%	78%

HEALTH AND SAFETY		
	Aug-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	8	14
Site Safety & Traffic Management Audits completed (pass/fail <5)	7	13
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD		
KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	10%
Customer and Community Governance	10%	7%
Health & Safety	20%	20%
Alliance Effectiveness & Efficiency	40%	40%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	100%	97%

IDENTIFIED RISK & STRATEGY UPDATE	
Risk 1 - Riversdale Waikaia Road	
Tree roots effecting the pavement integrity. Council to determine appropriate action.	
Risk 2 - Nokomai Road - Bridge 2	
An Island of gravel upstream from Bridge 2 has potential to take out both abutments. Gravel extraction consent is underway.	
Risk 3 - Culverts 600mm>	
Culvert Inspections on 600mm and above is highlighting issues in the network. More money for drainage has been put in the 21-31 LTP.	

Weather over the month of August was again generally settled with very little frosts and some warmer NW winds. Albeit after one afternoon temperatures reached 18 degrees celsius, rain arrived in the evening and a cold southerly at night brought snow down to 300m before dawn the following morning and put a nice blanket of snow over Northern Southland.

A quieter month in the Waimea alliance with pretty much just cyclic activities happening around the network along with our drainage crew. Maintenance Metalling has been put on hold while the trucks move down into the Central Network.

The Slip on Otautau Tuatapere has been a challenge with more issues identified with the sub-base when exposed. SouthRoads have been working closely with WPS-Opus and this project is coming to an end. The guard rail has just been installed and sealing is expected to happen in mid to late September.

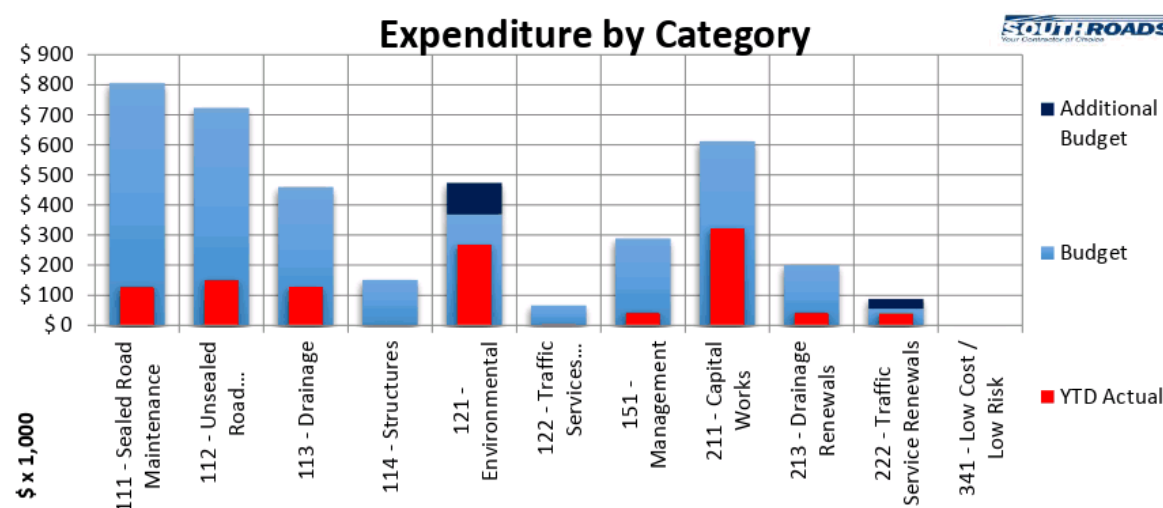
Another reasonable sized job from the February Floods has been estimated and work has started on up on McLean Road. Work there is expected to take five weeks but already snow has interrupted progress with this. Again, we are working closely with SDC and Bonisch Consultants on this project.

A large Speed Bi-Law Signs package was rolled out this month that required us to install 102 new sign posts around the network and replace or install 268 new signs. This has been a challenging task given the nature of the land and the size of some of the stones that were dug up.

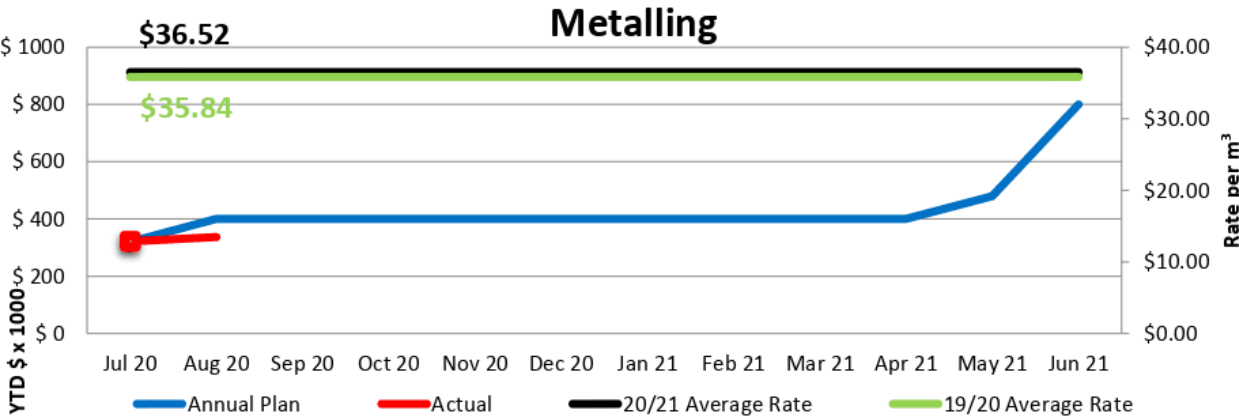
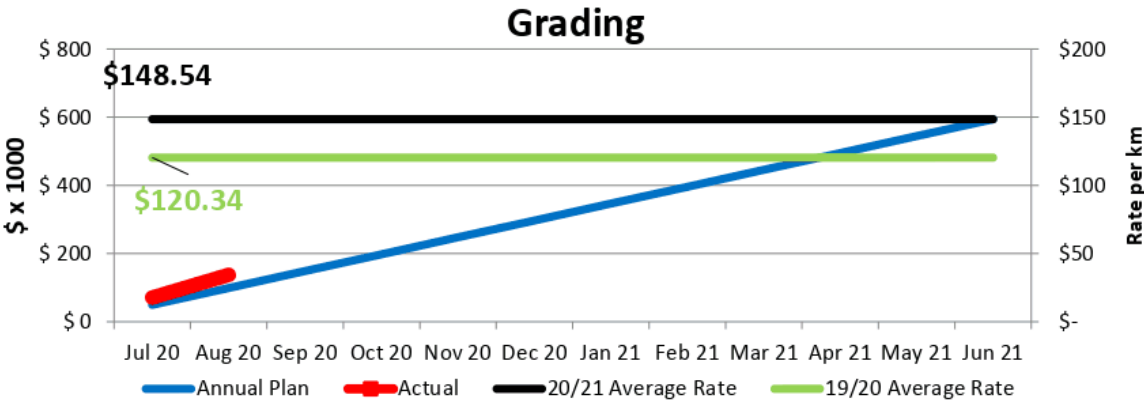
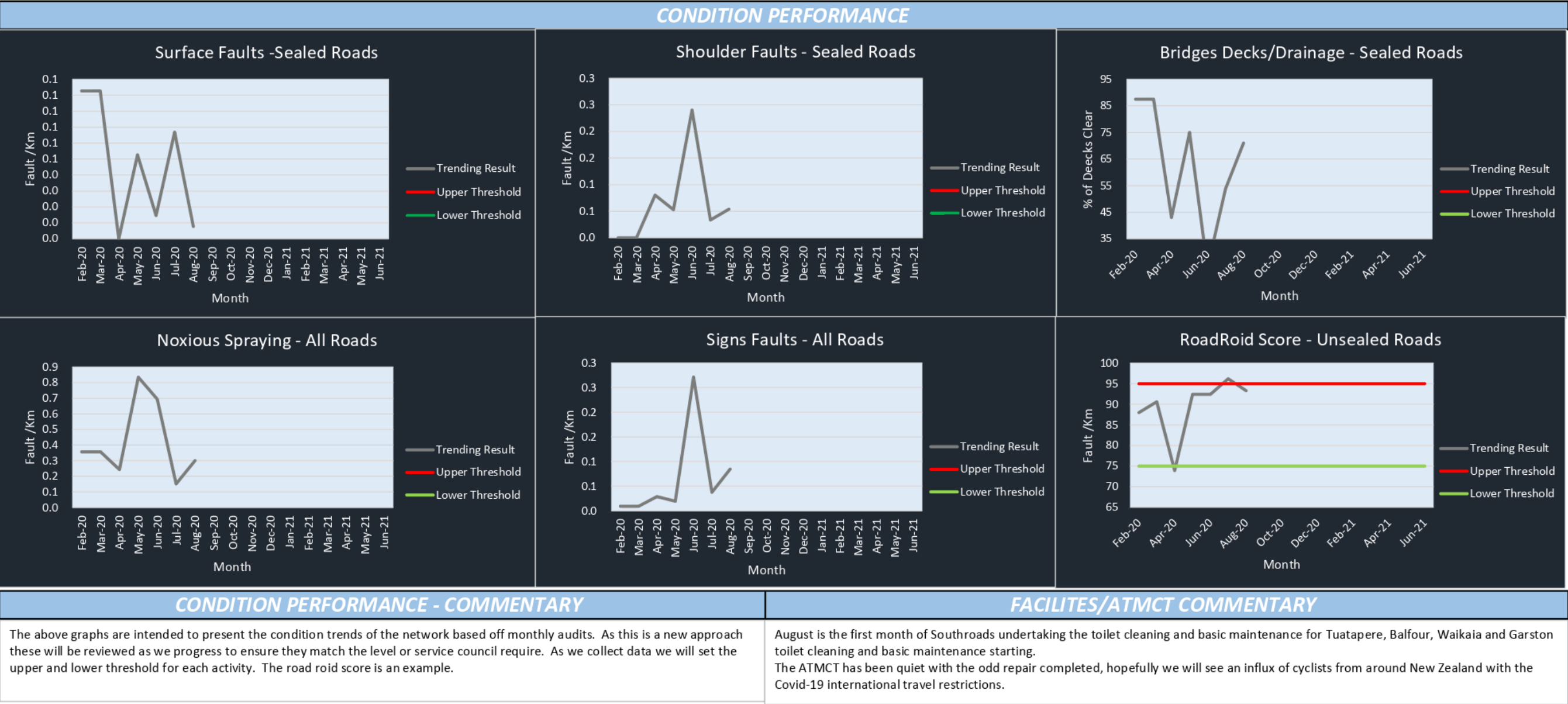
ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2020/21 Pre-Reseal Repairs					
Activity	20/21 Repairs	Aug-20	YTD	Remaining	% Completed
Depressions (m2)	3,901	-	1,183	2,718	30%
Edge Breaks (m)	6,956	-	3,721	3,235	53%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	1,709	-	1,044	665	61%
Sites	47	-	17	30	36%
Kilometres	40	-	21	19	52%
Unsealed Network Achievement of Programme					
Activity	Budget	Aug-20	YTD	Remaining	% Completed
Metalling (m3)	19,500	389	9,226	10,274	47%
Grading (KM)	4,800	470	924	3,876	19%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Aug-20	YTD	Remaining	% Completed
Consultants List	-	-	-	-	0%
Bridge Inspections	833	-	-	833	0%

FINANCIAL COMMENTARY

Currently there are no major area's of concern financially within the Alliance.



FINANCIAL SUMMARY - Roading													
	Annual Amount	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	\$ 3,745,922	\$ 810,000	\$ 324,910	\$ 284,000	\$ 280,000	\$ 330,000	\$ 255,000	\$ 185,000	\$ 195,000	\$ 200,000	\$ 205,000	\$ 260,000	\$ 417,012
Actual Claim		\$ 1,116,438	\$ 304,008	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 1,274,250	\$ 889,151	\$ 1,274,250	\$ 1,558,250	\$ 1,838,250	\$ 2,168,250	\$ 2,423,250	\$ 2,608,250	\$ 2,803,250	\$ 3,003,250	\$ 3,208,250	\$ 3,468,250	\$ 3,885,262
Actual Claim YTD	\$ 1,420,446	\$ 1,116,438	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446	\$ 1,420,446
Variance YTD	-\$ 146,196	Additional funds provided - Flooding event											



Central Alliance - Summary Report August 2020



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Aug-20	YTD
General Requests for Road Service (RFS's)	70	133
Road Service Requests completed on time	65	126
Road Service Requests completed on time %	93%	95%

HEALTH AND SAFETY		
	Aug-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	4	11
Site Safety & Traffic Management Audits completed (pass/fail <5)	5	13
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD		
KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	10%
Customer and Community Governance	10%	9%
Health & Safety	20%	15%
Alliance Effectiveness & Efficiency	40%	40%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	100%	94%

IDENTIFIED RISK & STRATEGY UPDATE	
Logging, Heavy vehicle traffic on Unsealed Roads	
The wet weather coupled with the heavy duty trafficking from logging trucks, milk tankers and other large type agricultural equipment. Will continue to monitor and address issues before they become problems.	
Culverts, large number of failures	
2020/2021 has seen a large number of culvert failures, while currently we can absorb these costs if additional culverts fail significant pressure would be put on our programme.	

August was quite mild temperature wise but wet and windy, which didn't help the pre mix crew with pre reseal repairs. Service covers are all but finished, with all kerbing repairs well in hand and the Stabi crew will be back into it at the start of October to finish the rest of the pre reseal stabi repairs. Completed sites will start to be checked for sign off in the second week in September. The reseal repair programme has been adjusted to reflect the changes to the reseal programme, with new sites being inspected for what pre reseal repairs are required.

Drainage has had a busy time with larger type culvert failures, the latest being at Wilsons Crossing and a collapsed inlet pipe. Culvert inspections are on going and all Armco culverts have been inspected and have found no issues which is a relief.

Unsealed water channel cleaning is nearly complete, with the digger crew starting on unsealed road dig outs next week.

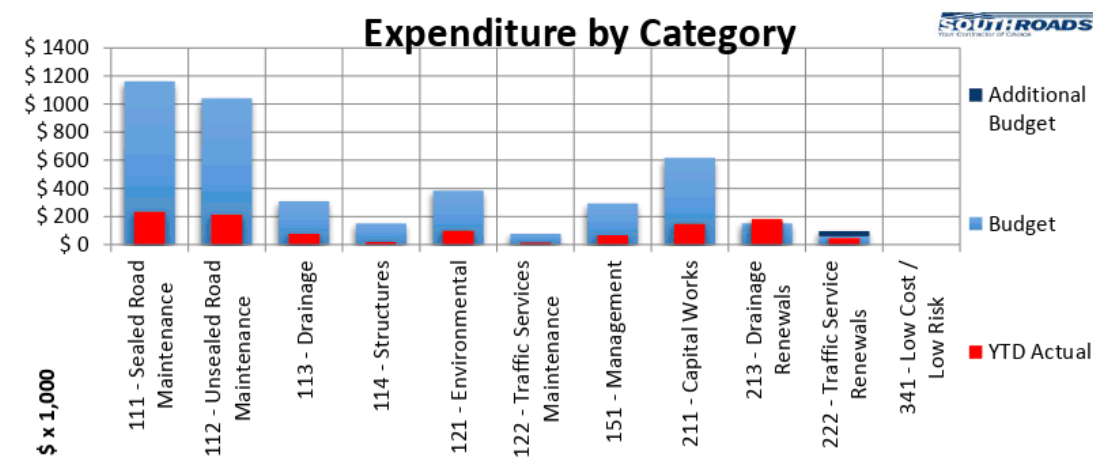
Grading is on going and it is pleasing to see how well the roads have come through winter and we are 30% complete on our metalling programme.

The cyclic crew has completed a round on all level 1 roads with a pilot vehicle and will resume its normal beat. All signs associated with the Speed Limit by-law change have been completed.

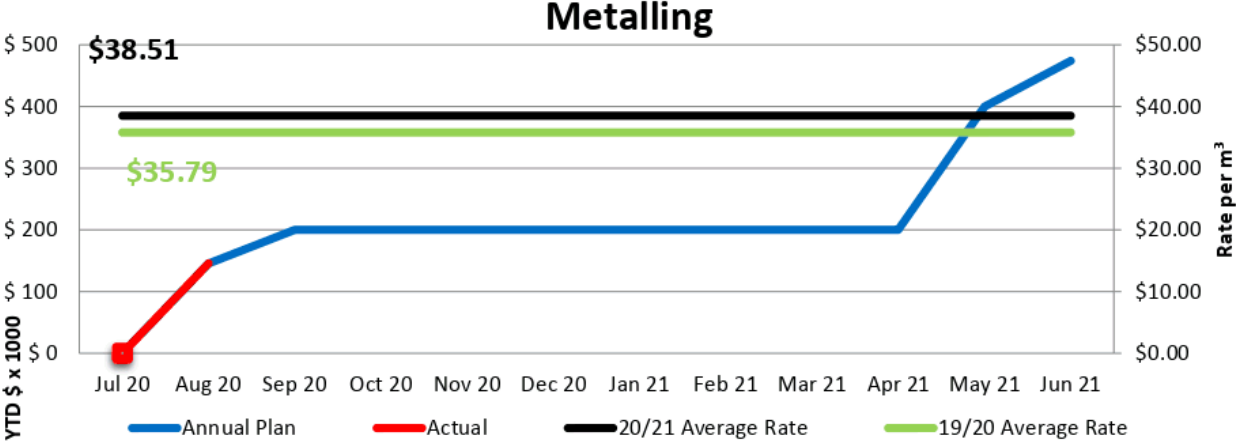
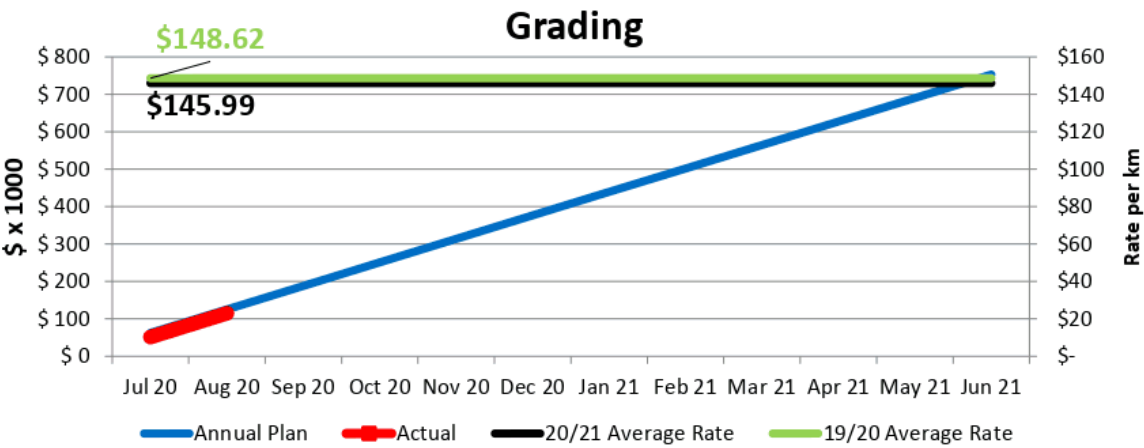
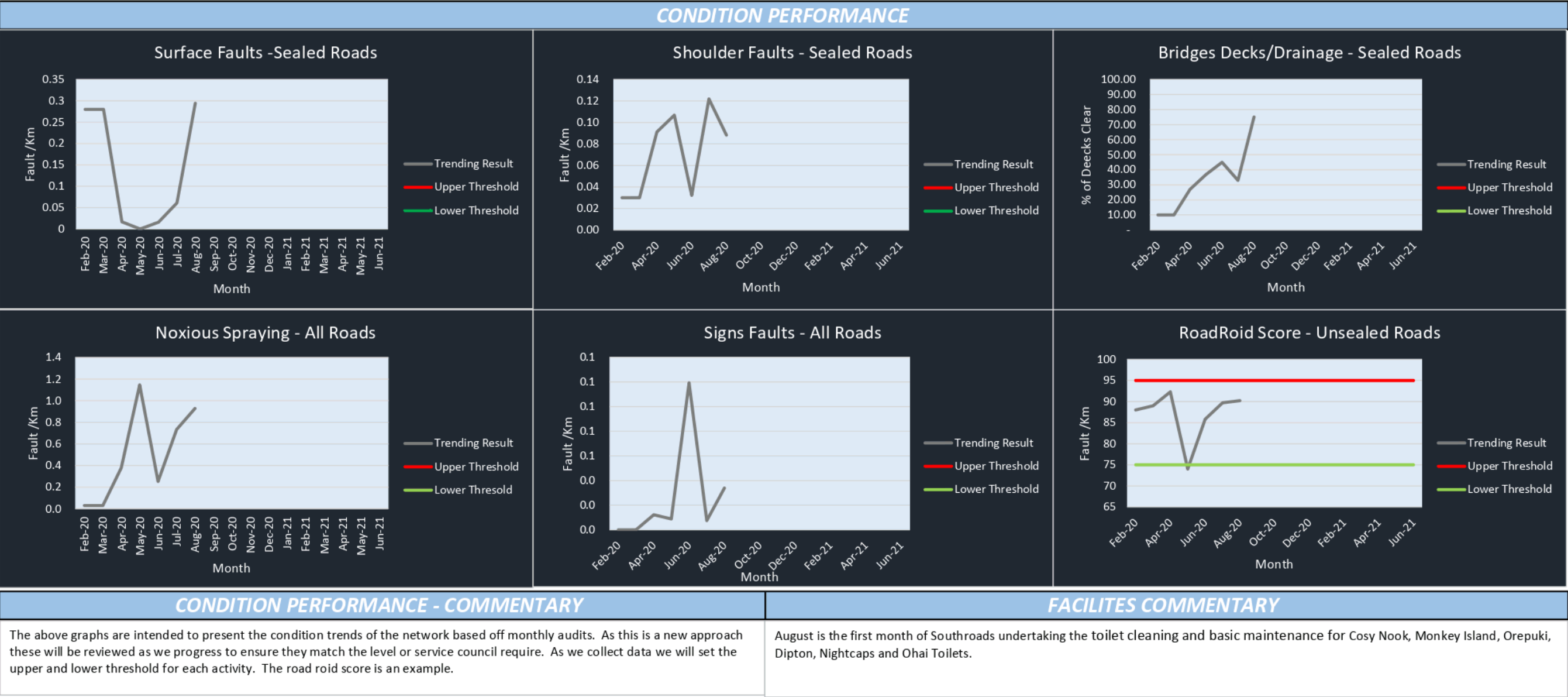
ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2020/21 Pre-Reseal Repairs					
Activity	20/21 Repairs	Aug-20	YTD	Remaining	% Completed
Depressions (m2)	5,977	1,018	4,191	1,785	70%
Edge Breaks (m)	7,762	2,894	5,728	2,034	74%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	1,633	-	1,469	164	90%
Sites	154	17	114	40	74%
Kilometres	71	11	43	28	61%
Unsealed Network Achievement of Programme					
Activity	Budget	Aug-20	YTD	Remaining	% Completed
Metalling (m3)	18,467	3,783	3,783	14,684	20%
Grading (KM)	4,800	422	787	4,013	16%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Aug-20	YTD	Remaining	% Completed
Consultants List	18	0	18	0	100%
Bridge Inspections	833	0	609	224	73%

FINANCIAL COMMENTARY

The year has begun and already we have seen some large drainage work being undertaken. This has put pressure on the budget in this category, we will manage by utilising other categories budget.



FINANCIAL SUMMARY - Roading													
	Annual \$	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	\$ 4,045,609	\$ 521,818	\$ 488,323	\$ 376,493	\$ 275,003	\$ 287,503	\$ 246,425	\$ 246,425	\$ 275,003	\$ 275,003	\$ 246,425	\$ 376,493	\$ 430,695
Actual Claim		\$ 529,267	\$ 560,361	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 1,045,477	\$ 521,818	\$ 1,045,477	\$ 1,421,970	\$ 1,696,973	\$ 1,984,476	\$ 2,230,901	\$ 2,477,326	\$ 2,752,329	\$ 3,027,332	\$ 3,273,757	\$ 3,650,250	\$ 4,080,945
Actual Claim YTD	\$ 1,089,628	\$ 529,267	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628	\$ 1,089,628
Variance YTD	-\$ 44,151												





ALLIANCE EFFECTIVENESS & EFFICIENCY

Sealed Network Achievement of Programme - 2020/21 Pre-Reseal Repairs					
Activity	20/21 Repairs	Aug-20	YTD	Remaining	% Completed
Depressions (m2)	-	40	40	- 40	0%
Edge Breaks (m)	-	1,279	1,970	- 1,970	0%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	-	-	-	-	0%
Sites	41	-	32	9	78%
Kilometres	38	-	19	19	50%

Unsealed Network Achievement of Programme					
Activity	Budget	Aug-20	YTD	Remaining	% Completed
Metalling (m3)	17,000	1,172	3,588	13,412	21%
Grading (KM)	4,000	420	682	3,318	17%

Structures - Maintenance - Joint Alliances					
Activity	Quantity	Aug-20	YTD	Remaining	% Completed
Consultants List	32	-	9	23	28%
Bridge Inspections	181	12	25	156	14%

FINANCIAL COMMENTARY

Still ahead on spend compared to planned - one crew will go "off contract" as we do every year to help bring back on track. 10,000m3 gravel now committed in our annual plan plus the 3,500 already spent leaves us with only 3,500m3 for "unplanned" repair work for the remainder of the year. Additional funds applied for the regions speed sign review.

Expenditure by Category

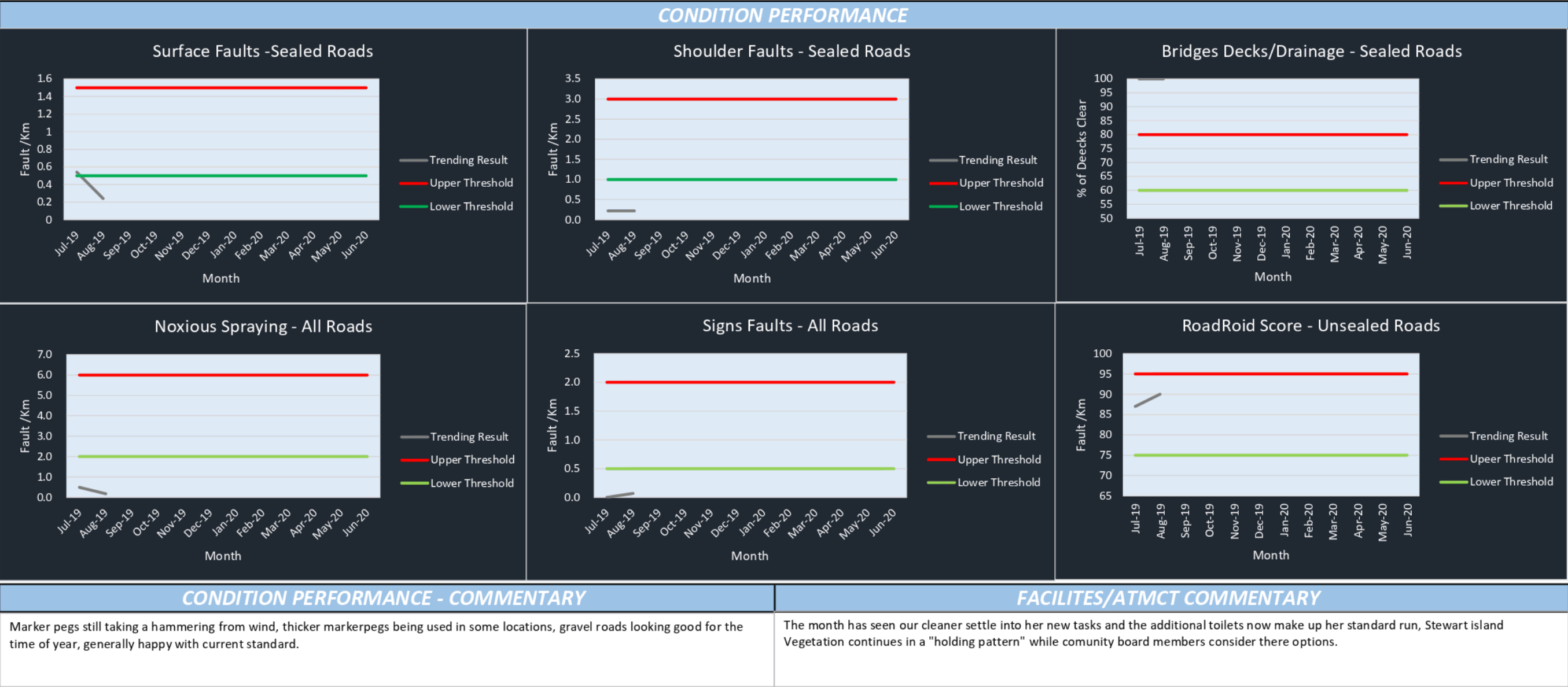
Category	YTD Actual	Committed Spend	Urgent & P1 uncommitted	Budget	Additional Budget
111 - Sealed Road Maintenance	200	450	350	1000	150
112 - Unsealed Road Maintenance	150	500	100	700	0
113 - Drainage	20	20	300	350	0
114 - Structures	10	50	50	100	0
121 - Environmental	100	50	300	450	0
122 - Traffic Services Maintenance	10	10	20	50	0
151 - Management	50	150	50	250	0
211 - Capital Works	150	350	150	650	0
213 - Drainage Renewals	80	0	80	150	0
222 - Traffic Service Renewals	20	10	10	40	0
341 - Low Cost / Low Risk	0	0	0	0	0
Township Routine	50	50	100	200	0


Risk 2 - Chaslands Highway failure
19km - 26km section is in for reseal this year but has had many repairs before winter and has more failures during winter - will a reseal work?

Risk 3 - Brydone Glencoe slip
<i>AWPT completed but early signs of movement still - this may settle</i>

FINANCIAL SUMMARY

[illegible]



		SDC / ICC MAINTENANCE SAFETY PERFORMANCE AND STATISTICS - 20/21															
			Lag Indicators								Lead Indicators						
Hours Worked			TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party	Total	YTD	Near Hit	Safety Audits	TM Audit	Toolbox	Total
2019-20 68,267			29	13	1	1	14.6	14.65	41	2	58		116	108	14	Weekly	238
2020-21 12,890			0.0	0	0	0	0.0	0.0	13	1	14		25	24	4	Weekly	53
2020-21	Hours Worked	Month	TRIFR	Personal Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party/ Subcontractor	TOTAL	Month	Near Hit	Safety Audits	TM Audit	Toolbox/Weekly Meetings	TOTAL
	6,661	July	0.0	0	0	0	0.0	0.0	10	1	11	July	13	12	2	Weekly	27
	6,229	August	0.0	0	0	0	0.0	0.0	3	0	3	August	12	12	2	Weekly	26
COMMENTARY																	
August has seen a continued focus on getting the team to report near hits and reinforcing the use of the Covid-19 site forms and ensuring staff members are signing in and out of depots. To date the team have been very good at signing people who visit their works on the Covid-19 register.																	
INCIDENT REGISTER																	
Incident	Description					Event Type	Reporting Line	Investigation Status									
6/08/2020	Chickens ran out in front of Grader Operator resulting in heavy braking.					Near Hit	Waimea	Closed									
6/08/2020	Car stopped abruptly in front of Grader					Near Hit	Central	Closed									
6/08/2020	Clipped kerb with sucker tube on Suction Sweeper					Incident	Waimea	Closed									
5/08/2020	Driving to work and a person was walking just inside the edgeline of the road					Near Hit	Waimea	Closed									
5/08/2020	Car ran red light and pulled out in front of Operator					Near Hit	Waimea	Closed									
5/08/2020	Car overtook dangerously					Near Hit	Central	Closed									
5/08/2020	Farmer shifting stock without signs					Near Hit	Central	Closed									
14/08/2020	Animals on road					Near Hit	Waimea	Closed									
14/08/2020	Equipment on road					Near Hit	Waimea	Closed									
12/08/2020	Oncoming truck flicked up stone into windscreen					Incident	Central	Closed									
18/08/2020	Operator hit a sign with his ute					Incident	Waimea	Closed									
18/08/2020	Cable strike					Near Hit	Waimea	Closed									
20/08/2020	Driver went to turn around in a drive way and a motor bike shot past him on the					Near Hit	Central	Closed									
20/08/2020	Vehicle pulled out in front of grader					Near Hit	Waimea	Closed									
19/08/2020	Hit water pipe with shovel					Near Hit	Waimea	Closed									
19/08/2020	Got an Electric shock from fence					Incident	Waimea	Closed									
Definitions Lag Indicators:																	
Personal Injury - physical injury inflicted to a person's body. Medical Treatment Injury - is defined as an injury or disease that resulted in a certain level of treatment given by a physician or other medical personnel under standing orders of a physician. Lost Time Injury - lost time accident is an accident occurring at work that results in at least one full day away from work duties. This does not count the day on which the injury occurred or the day on which the employee returns to the job. Plant/Property - Incident involving plant or property. 3rd Party - Incident involving a 3rd party outside of SR. IOF - For recording any other items such as missing hazard control, an issue that cause undesirable consequences, or procedure that needs improving.																	
Definitions Lead Indicators:																	
Near Hit - for any unplanned event where there was no consequences, but under slightly different circumstances, there would of been injury of damage. Full Audit - Full safety audit as per the SR safety audit form. Traffic Management Audit - Audit as per COPTTM forms. Safety Tour - Abbreviated safety audit as per safety tour form. Toolbox Meetings - is a formal group discussion that focuses on safety.																	

Lead Indicators

13

12

2

12

12

2

July


August

Near Hit


Safety Audits

TM Audit

Incident Alert 151 – Logging Towing Incident



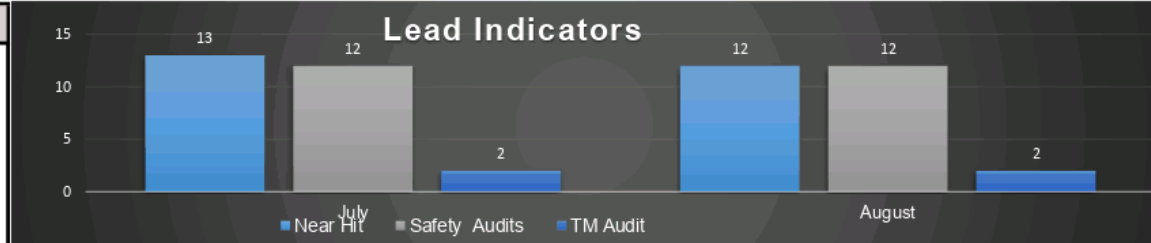
KEEP SAFE. STAY SHARP.



An incident occurred at a rural Hawkes Bay log loading site 20/08/2020, where a chain has been used to tow a laden log truck & trailer unit that had become stuck on a skid site (loading site), following a failed attempt to push the stuck vehicle using heavy machinery. The chain has failed during the towing process which has caused three links to detach and strike the windscreen causing damage to the logging truck and injury to the driver. The driver had not adhered to the correct towing procedure with chains being used as the equipment to attempt the recovery. The correct recovery equipment had gone missing from the vehicle.

Key learnings:

- Prestart to ensure equipment is available and serviceable (Driver).
- Ensure sites are visited prior to work commencing to complete safety analysis including road condition/creation suitable for loading and competency of contractor/loader (Supervisor).
- Pressure from log contractor to move vehicle – don't engage in unsafe practices and contact manager for support/direction.
- This is a further example of the outcome when using chains. Chains are never to be used as the equipment for recovery.



Incident Alert 151 – Logging Towing Incident

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SHARP

HVR



Foveaux Safety and Training Report 20/21



Safety Statistics

	YTD	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	May 2021	June 2021
Hours Worked - FH Southland	13,250.35	10,337.10	13,250.35										
Hours Worked - Foveaux	3,915.25	2,004	1,911.25										
TRIFR – Regional (Total Recordable Injury Frequency Rate)	6.0	6.0	6.0										
LTI (Lost time Injury) Regional	0	0	0										
MTC(Medical Treatment Case) Regional	0	0	0										
MTC(Medical Treatment Case) Foveaux	0	0	0										
FAC First Aid Case) Regional	0	0	0										
FAC (First Aid Case) Foveaux	0	0	0										
NEAR MISS – Regional	11	9	2										
SITE AUDIT VISITS (Pass/Fail)	0	1	0										
Worksafe Site Visits - Regional	0	0	0										
Leadership Safety Actions Completed	17	6	11										

OFI / Near Miss for Foveaux Explanations

No near miss OFI's reported for August

- At about 0900 hrs on 14 July, a small white van with 3 people in the front, came speeding through our work site that had a TSL of 30 kph. The driver did not attempt to slow down, even after some 80 meters into the site. On seeing the vehicle, I warned my coworker to watch out, and made a hand signal to stop the vehicle. The driver did, and was confronted as to why he was excessively speeding through a work site. He had no answer. He was then told to slow down, before he killed someone. The vehicle left, at about 30 kph. No number plate was recorded.



Safety and Quality Team Commentary

Unfortunately, a high rated vehicle accident occurred within the Foveaux Alliance boundary. This involved a private motorist who ran into the rear of a Fulton Hogan bottom-dump trailer unit on one of our worksites. The motorist received minor injuries and the vehicle he was driving was badly damaged. An investigation is underway.

Traffic Management continues to be a major risk to our staff and our business. The near miss incident in this report is something that happens on a daily basis throughout the Fulton Hogan business. This is very concerning as the problem seems to be worsening and it is critical that NZTA, Local Body Authorities and Contractors work together to keep road users and roading contractors safe on our roads at all times. Fulton Hogan are constantly looking on how we can improve our Traffic Management and our recent policy of having no staff exposed in a live lane is an example of this. The e/stops units that we use to achieve this are working really well.

Training Statistics

	YTD	July-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	June-21
Hours in Training - FH Southland	258	258	67										
Hours in Training - Foveaux	36	36	8										

Training Completed August

OSH Forklift

Training Completed 2020/2021

First Aid New & Refresher Courses
Locating and Protecting Underground Services
Forklift OSH Refresher
Asbestos Awareness
Envirowise
Growsafe & STMS
Elevated Work Platform

Living Safely Stay Safe
Rural Fire Training
First Aid Training
Fire Warden Training
Concrete Saw
Efficient Compaction
Construct Safe



Exclusion of the Public: Local Government Official Information and Meetings Act 1987

Recommendation

That the public be excluded from the following part(s) of the proceedings of this meeting.

C9.1 Mclean Road, Garston - Post February 2020 flood options report

C9.2 Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021

C9.3 Te Anau Wastewater Scheme Update to Committee

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
McLean Road, Garston - Post February 2020 flood options report	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Te Anau Wastewater Scheme Update to Committee	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.