



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

Date: Wednesday, 11 November 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"> assess and provide advice to Council on the strategic issues relating to the delivery of infrastructural asset services 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, 07 October 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, 7 October 2020 at 9am. (9am – 10.44am) (PE 11.06am – 11.33am).

PRESENT

Chairperson

Ebel Kremer

Mayor Gary Tong (9am – 10.44am)

Councillors

Don Byars (9.03am – 10.44am, 11.06am – 11.33am)

John Douglas

Paul Duffy

Bruce Ford

George Harpur

Julie Keast

Christine Menzies

Karyn Owen

Margie Ruddenklau

Rob Scott

APOLOGIES

Councillor Frazer

Mayor Tong (early departure)

Councillor Menzies (early departure)

IN ATTENDANCE

Projects Delivery Manager – Nick Hamlin

Committee Advisor - Fiona Dunlop

1 Apologies

There were apologies for absence from Councillor Frazer and apologies for an early departures from Mayor Tong and Councillor Menzies.

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

That the Services and Assets Committee accept the apologies.

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

1. Hilary Kelso of the Ardlussa Community Board addressed the meeting in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.

(During public forum Councillor Byars joined the meeting at 9.03am.)

2. Sam Ruddenklau a keen mountain biker addressed the meeting (via Zoom) in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.
3. Colleen Morton from Waikawa addressed the meeting in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Chairperson Kremer, seconded Mayor Tong **and resolved:**

That the Services and Assets Committee confirms the minutes of the meeting held on 9 September 2020 as a true and correct record of that meeting.

Reports for Recommendation

7.1 Waikaia Forest Mountain Bike Trail Access

Record No: R/20/9/52000

Commercial Infrastructure Manager – Ashby Brown was in attendance for this item.

Mr Brown advised that 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.

Resolution

Moved Chairperson Kremer, seconded Mayor Tong **recommendations a to c, d and e both with additions (as indicated) and resolved:**

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 and delegates authority to the Chief Executive to sign the agreement**
- 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 and delegates authority to the Chief Executive to sign the memorandum of understanding.**

Reports

8.1 Services and Assets Programme Report

Record No: R/20/9/52616

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

Resolution

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

That the Services and Assets Committee:

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

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

Record No: R/20/9/51489

Manager Operations, Water and Waste – Bill Witham was in attendance for this item.

Resolution

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

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.**

8.3 Road Operations - August 2020

Record No: R/20/9/50571

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

Resolution

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

That the Services and Assets Committee:

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

Public Excluded

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

Resolution

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

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.

That the Interim Chief Executive – Ross McNeil, People and Capability Manager – Janet Ellis, Projects Delivery Manager – Nick Hamlin, Publications Specialist – Chris Chilton 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 C9.1 Mclean Road, Garston - Post February 2020 flood options report, C9.2 Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021 and C9.3 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 and meeting procedure.

That Roading 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 C9.1 Mclean Road, Garston - Post February 2020 flood options report. 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 Senior Project Manager – Geoff Grey be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C9.3 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.

The public were excluded at 10.44am.

(Mayor Tong left the meeting at 10.44am.)

The meeting adjourned for morning tea at 10.44am.

The meeting reconvened at 11.06am.

Councillor Kremer (Chair), Byars, Douglas, Duffy, Ford, Harpur, Keast, Menzies, Owen, Ruddenklaau and Scott were present when the meeting reconvened.

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 11.33am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE SERVICES AND ASSETS
COMMITTEE HELD ON WEDNESDAY 7 OCTOBER
2020.

DATE:.....

CHAIRPERSON:.....

Road Operations - September 2020

Record No: R/20/10/59334
Author: Rob Hayes, Roothing 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.

Executive summary

- 2 Maintenance spend across the three contracts totalled \$3.74M to the end of September.
- 3 Emergency flood repairs to the end of September have totalled \$1.75M and we are forecasting a total spend of approximately \$2.0M.
- 4 The Otautau Tuatapere Road slip has been completed.
- 5 Remaining flood repair works Mclean Road and the Ellis Road rehabilitation have commenced. However works on Ellis Road have been put on hold as Environment Southland are undertaking flood protection work. Following completion of the flood protection scope, works will recommence on the road.
- 6 Customer Satisfaction; 165 Requests for Service (RFS), across the three Alliance contracts were received in September, compared to 106 in 2019/20, an increase of 59 or 36%. The majority of the service requests are linked to the snow and rain event in late September.
- 7 In relation to health and safety; 28 contractor safety audits were completed during September and 22 near misses were reported.
- 8 Activity performance:
 - metalling, 22,887m³ (40%) has been placed by the end of September of a total 2020/21 budget of 55,967m³.
 - grading, 3,277km (25%) have been graded by the end of September of a total 2020/21 budget of 13,600 km for the year.

Pavement rehabilitations

- 9 Package 1: Balfour Ardlussa Road Rehabilitation has been awarded to SouthRoads.
- 10 Package 2: Central Area Rehabilitations with sections on Otautau Nightcaps road, Argyle Otahuti and Fairfax Isla Bank Roads. Tender closes 27 October.
- 11 Package 3: Otapiri Gorge Road Rehabilitation has been awarded to The Roothing Company.

- 12 Package 4: Tokanui Gorge Road Highway is under review ready to tender next financial year 2021/22.
- 13 Fortrose Otara Road seal widening has been awarded to The Roding Company with construction works to commence mid-October.

Resurfacing

- 14 No resealing work has commenced for the season. Sites are currently being inspected and released by the Alliance teams in preparation for resurfacing. Seal design meetings will be undertaken in early to mid-October with the respective contractors.

Pavement marking

- 15 Downer have commenced marking sites delayed during lock down. Follow this they are programmed to remark our primary and secondary collector roads this season.

Bridges

- 16 Downer have completed all nine bridge installations on the Southern design and build package with road 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. These are at Dunrobin, Biggar and Fortune Roads with road approaches and minor work to complete. Bruce Road is under construction leaving six bridges (including contingency sites) to complete. These are still on track to be completed this construction season.



The New Bridge under construction at Bruce Road



The New Bridge under construction at Bruce Road

- 18 The Lake Monowai Road bridge over Pioneer Energy's hydro canal is open traffic. The Bailey bridge has been removed and the final road reinstatement work can commence.

Recommendation

That the Services and Assets Committee:

- a) receives the report titled "Road Operations - September 2020" dated 3 November 2020.

Attachments

- A Waimea Alliance September A3 [↓](#)
- B Central Alliance September A3 [↓](#)
- C Foveaux Alliance September A3 [↓](#)
- D Fulton Hogan H&S Report [↓](#)
- E SouthRoads H&S Report [↓](#)

Waimea Alliance - Summary Report September 2020



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Sep-20	YTD
General Requests for Road Service (RFS's)	39	85
Road Service Requests completed on time	33	69
Road Service Requests completed on time %	85%	81%

HEALTH AND SAFETY		
	Sep-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	7	21
Site Safety & Traffic Management Audits completed (pass/fail <5)	7	20
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD		
KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	7.5%
Customer and Community Governance	10%	8%
Health & Safety	20%	20%
Alliance Effectiveness & Efficiency	40%	36%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	6%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	100%	92%

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 September was again generally settled with very little frosts and some warmer NW winds. The end of September see's daylight and hopefully a few finer days and the end of Winter. Winter has not left without one last sting earlier this week with snowfall covering all of Southland which is a first for some time.

Again, a quieter month in the Waimea alliance with mainly just cyclic activities happening around the network along with our drainage crew. Maintenance Metalling trucks come back to do the logging roads around Mossburn with material out of the Oreti crushed at McDonald Excavating. The Slip on Otatau Tuatapere has been almost completed with seal going on this week and just line marking to go on in the next few days.

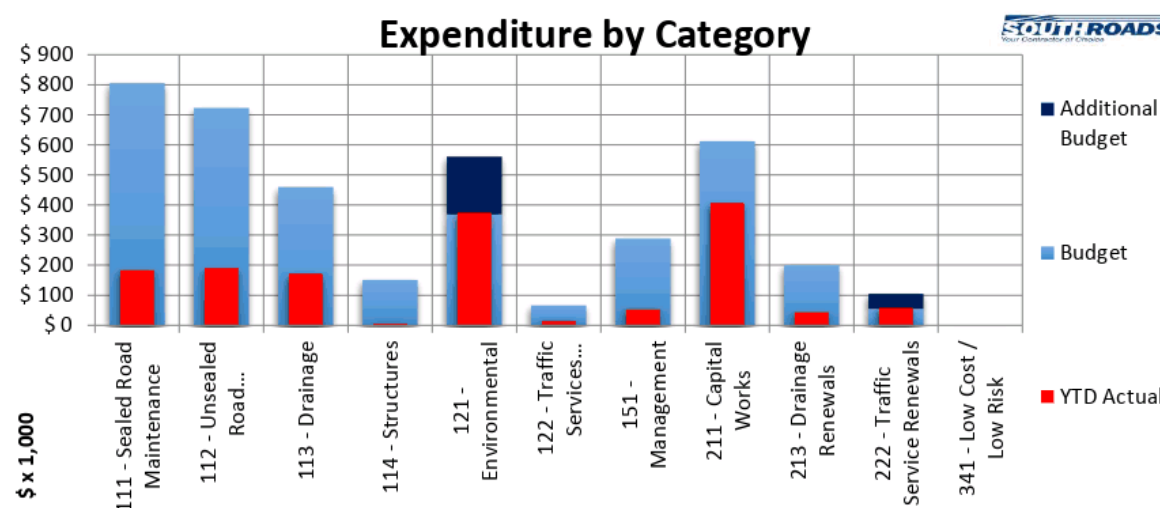
The McLean Road job that was programmed to take about five weeks and several hundred ton of rock has been put on hold. The culvert that potentially overflowed was cleaned out and was actually in need of replacement. This has halted all work and another option will go to Council for consideration. Luckily, the rock that was sorted for this job was able to be used at another rock protection jobs on Nokomai Road to protect the road and the abutment of the second Bridge.

Snow that blanketed the province earlier in the week had us snow grading in certain areas, but mainly the Blackmount Hill and the Te Anau Basin. All other areas were left to thaw by mother nature.

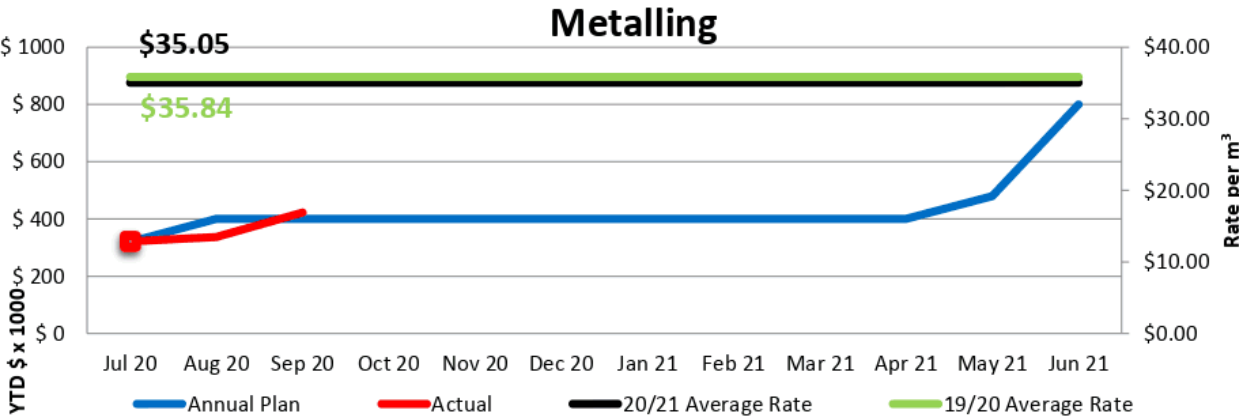
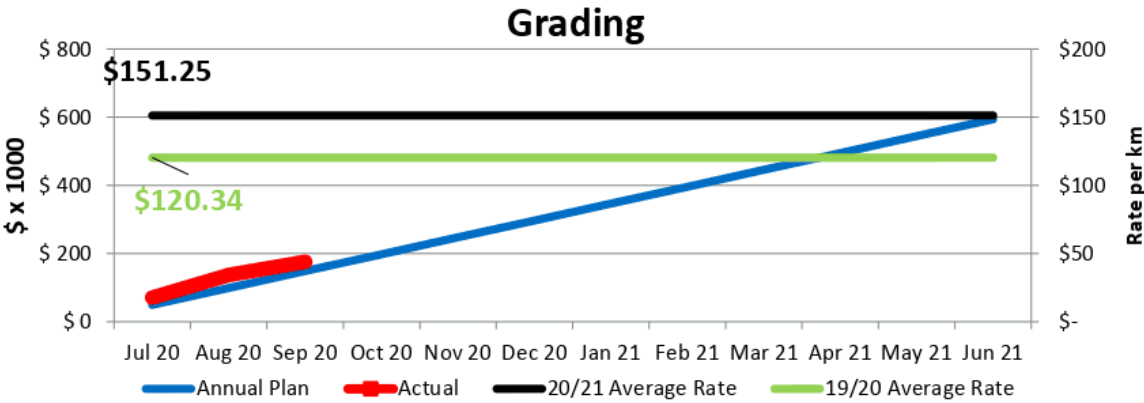
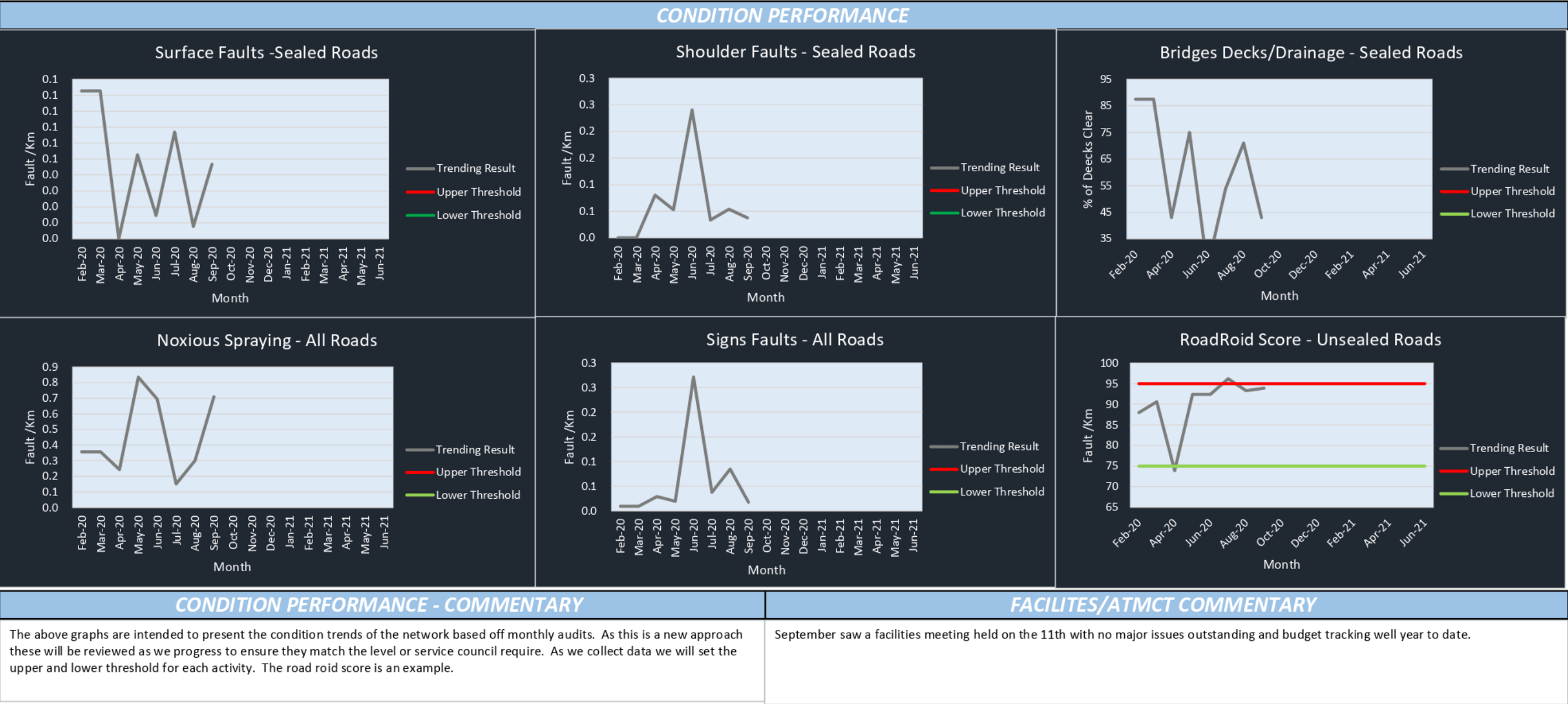
ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2020/21 Pre-Reseal Repairs					
Activity	20/21 Repairs	Sep-20	YTD	Remaining	% Completed
Depressions (m2)	3,901	88	1,954	1,948	50%
Edge Breaks (m)	6,956	1,713	5,418	1,538	78%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	1,709	-	1,709	-	100%
Sites	47	17	34	13	72%
Kilometres	40	7	28	12	69%
Unsealed Network Achievement of Programme					
Activity	Budget	Sep-20	YTD	Remaining	% Completed
Metalling (m3)	19,500	2,830	12,056	7,444	62%
Grading (KM)	4,800	237	1,161	3,639	24%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Sep-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		\$ 869,647	\$ 280,451	\$ 384,774	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 1,418,910	\$ 810,000	\$ 1,134,910	\$ 1,418,910	\$ 1,698,910	\$ 2,028,910	\$ 2,283,910	\$ 2,468,910	\$ 2,663,910	\$ 2,863,910	\$ 3,068,910	\$ 3,328,910	\$ 3,745,922
Actual Claim YTD	\$ 1,534,871	\$ 869,647	\$ 1,150,098	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871	\$ 1,534,871
Variance YTD	-\$ 115,961	\$ 241,959	Additional funds provided										



Central Alliance - Summary Report September 2020



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Sep-20	YTD
General Requests for Road Service (RFS's)	72	205
Road Service Requests completed on time	65	191
Road Service Requests completed on time %	90%	93%

HEALTH AND SAFETY		
	Sep-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	8	19
Site Safety & Traffic Management Audits completed (pass/fail <5)	10	23
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%	20%
Alliance Effectiveness & Efficiency	40%	39%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	9%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	100%	98%

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.	

September was an unusually difficult month with a lot of rain and a couple of days of snow, hail and rain storms in the last week of the month. This weather has had an impact on our unsealed road network with pot holing and flood scouring repairs required, so our grading and excavation resource will focus on addressing these issues when we are in the area where we can and programme the more pressing issues.

Based on the significant changes to the re seal programme we have failed to meet the deadline of 75% of sites released ready for sealing. We have sites remaining that will require stabilizing, edge break and depression work, we also have a lot of sites that have the majority of work completed except for minor remedial repairs. The inclement weather in September has not helped with progress.

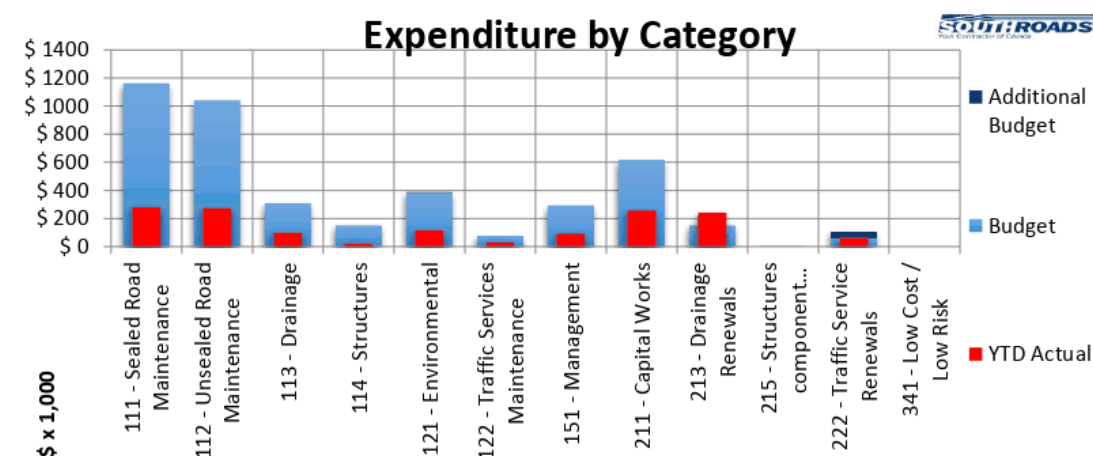
On the drainage front it has been very busy with the amount of water around the network, the crew have been dealing with blocked culverts and flooding. The Culvert replacement on Wilsons Crossing will happen as soon as we get a fine spell of weather.

The maintenance metalling programme is at 41% complete. The plan is to have the stab crew back in Central early in the month however this will be weather dependant. McDonaghs will be in the Winton Thornbury area dealing to replacement signs. Brasso will begin spraying the Central Sealed roads with Delta beginning mowing in the Riverton area.

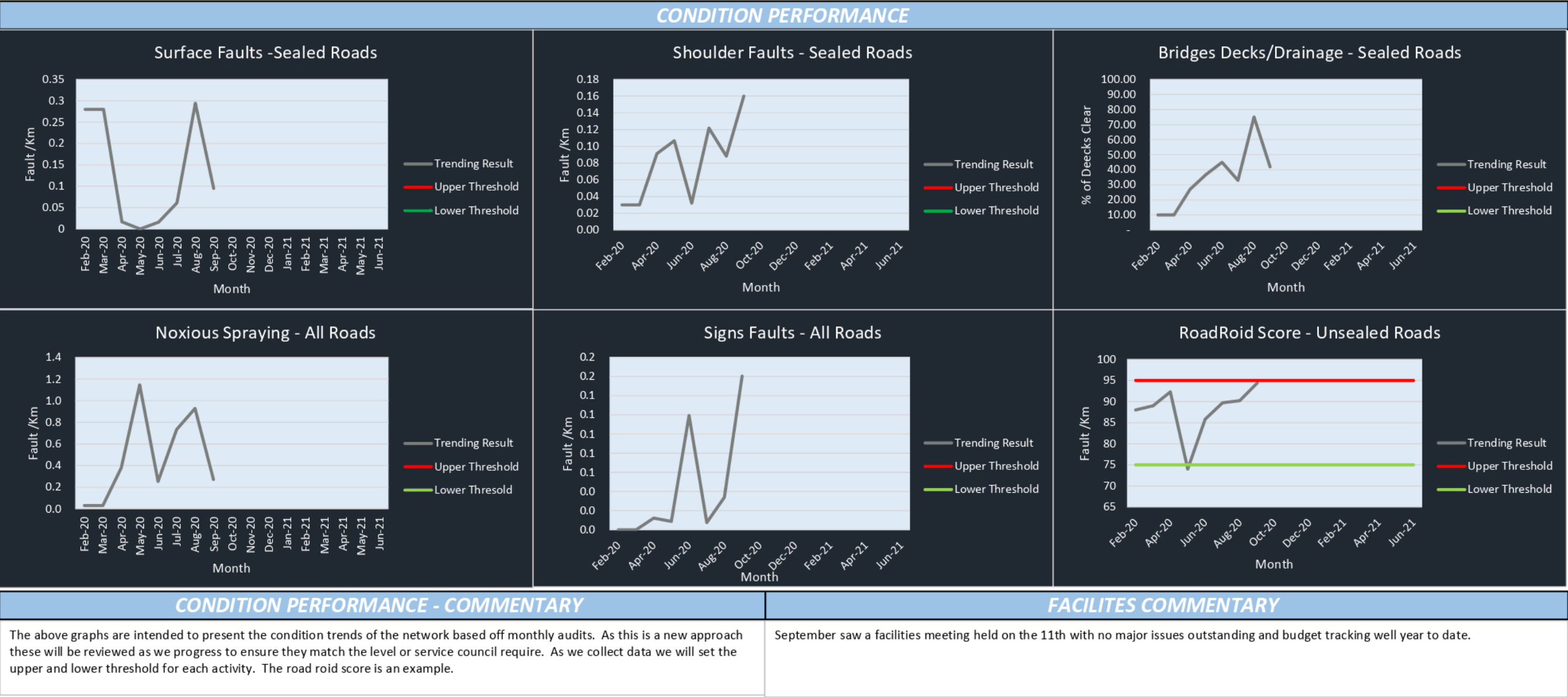
ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2020/21 Pre-Reseal Repairs					
Activity	20/21 Repairs	Sep-20	YTD	Remaining	% Completed
Depressions (m2)	5,895	257	4,448	1,447	75%
Edge Breaks (m)	7,386	1,626	6,144	1,242	83%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	1,742	-	1,462	280	84%
Sites	173	69	108	65	62%
Kilometres	83	19	41	42	49%
Unsealed Network Achievement of Programme					
Activity	Budget	Sep-20	YTD	Remaining	% Completed
Metalling (m3)	18,467	2,963	6,746	11,721	37%
Grading (KM)	4,800	359	1,146	3,654	24%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Sep-20	YTD	Remaining	% Completed
Consultants List	18	0	18	0	100%
Bridge Inspections	833	0	609	224	73%

FINANCIAL COMMENTARY

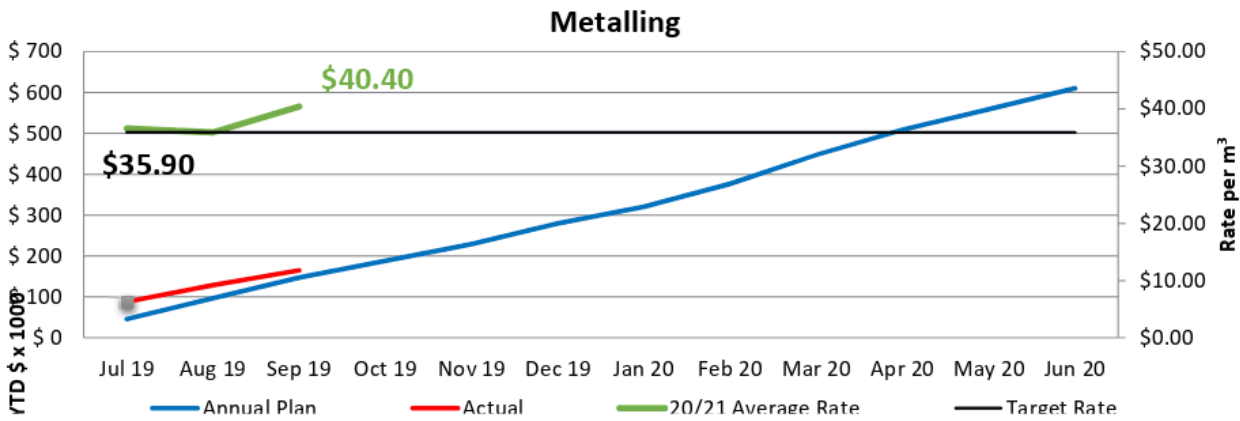
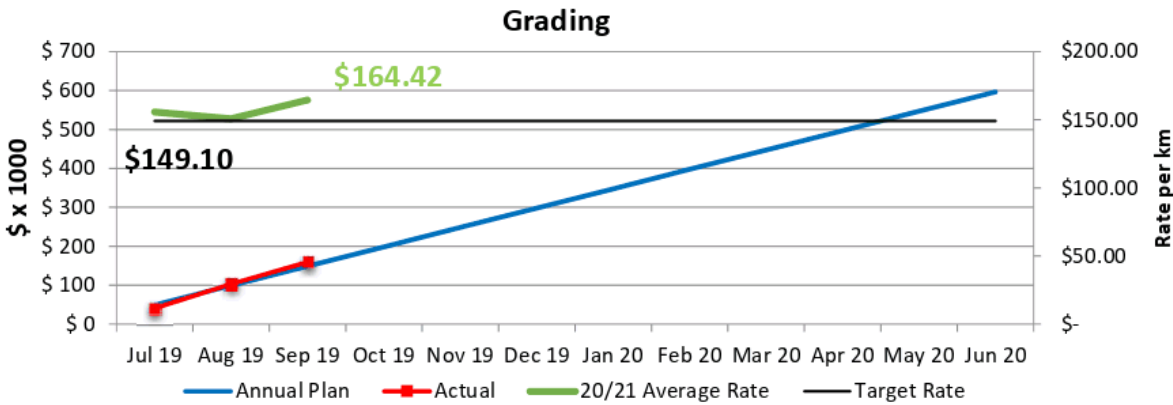
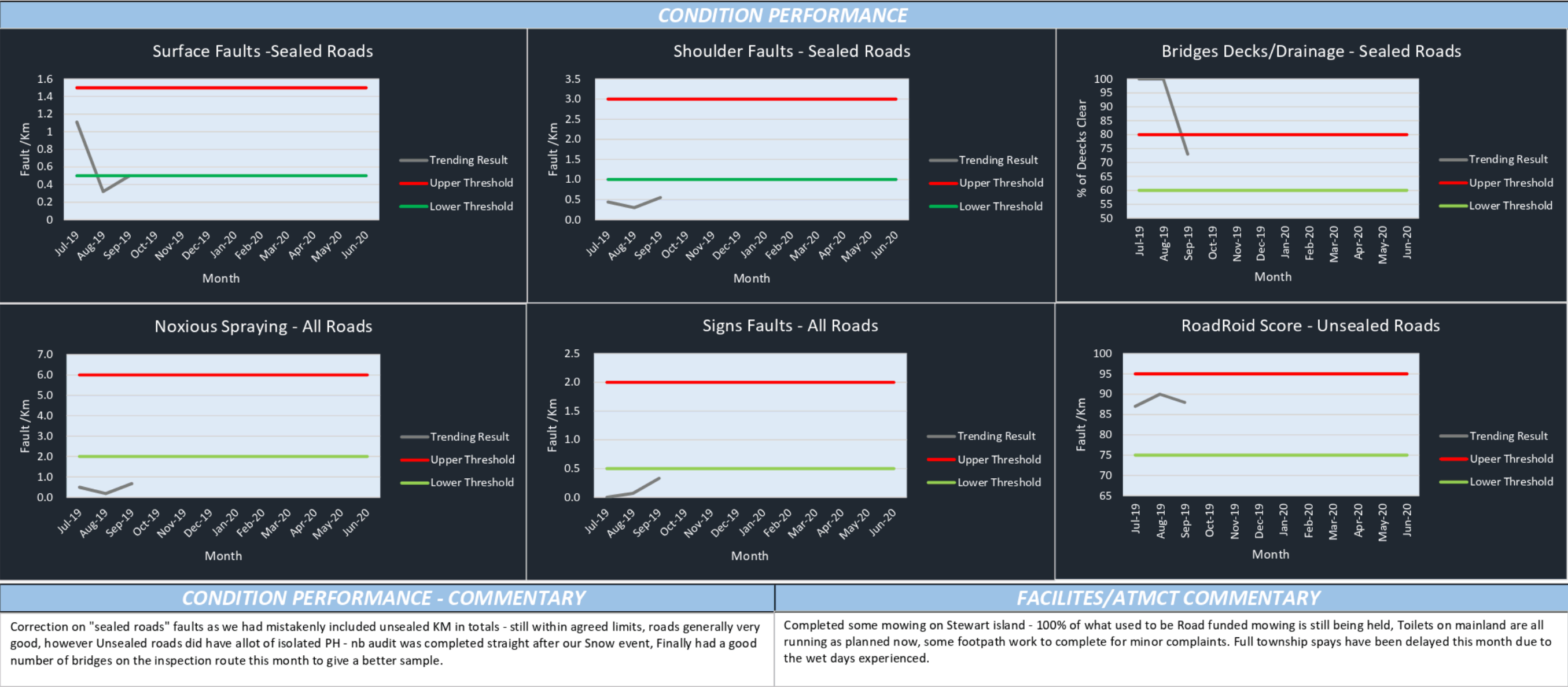
The year has begun and already we have seen some large drainage work being undertaken. This has put pressure on the budget in this category, we will manage by utilising other categories budget.



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	\$ 377,698	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 1,436,332	\$ 521,818	\$ 1,045,477	\$ 1,436,332	\$ 1,711,335	\$ 1,998,838	\$ 2,245,263	\$ 2,491,688	\$ 2,766,691	\$ 3,041,694	\$ 3,288,119	\$ 3,664,612	\$ 4,095,307
Actual Claim YTD	\$ 1,467,326	\$ 529,267	\$ 1,089,628	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326	\$ 1,467,326
Variance YTD	-\$ 30,995												



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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	36,798.20	10,337.10	13,250.35	13,210.75									
Hours Worked - Foveaux	5,962.50	2,004	1,911.25	2,047.25									
TRIFR – Regional (Total Recordable Injury Frequency Rate)	6.0	6.0	6.0	6.0									
LTI (Lost time Injury) Regional	0	0	0	0									
MTC(Medical Treatment Case) Regional	0	0	0	0									
MTC(Medical Treatment Case) Foveaux	0	0	0	0									
FAC First Aid Case) Regional	0	0	0	0									
FAC (First Aid Case) Foveaux	0	0	0	0									
NEAR MISS – Regional	18	9	2	7									
SITE AUDIT VISITS (Pass/Fail)	0	1	0	1									
Worksafe Site Visits - Regional	0	0	0	0									
Leadership Safety Actions Completed	25	6	11	8									

OFI / Near Miss for Foveaux

Type	Date	Detailed description
Improvement	17/09/2020	The department have hired the vehicle for 2days from Wednesday 16/9/20 to Friday 17/9/20, while out on site on Friday the part of the day packing site down, went to climb into vehicle placed foot onto step and held hand holder pulled myself in, step broke and gave way,
Impact/Damage	17/09/2020	Lights set out as per normal, with 4 weight bags on the base of lights. Around 11.30am, a gust of wind and rain caught light and blew it over. That stage closed site due to weather and more RFS coming in.



Safety and Quality Team Commentary

Unfortunately, the latest snow forced us to cancel our annual Safety Day which will now be held on Friday 9th October.

Traffic Management features again in this month's report but in a positive way. We have recently made another major investment (150k) in our tools to help better manage this risk. We have purchased 2 new full colour VMS boards for shadow vehicles, another 6 sets of E/Stops, which brings our total to 17 sets. We also purchased a LTMA (light truck mounted attenuator) which will be the first one in Southland. This is a great step forward, and will assist in keeping our people and road users safe. The VMS boards will be a big improvement in advance warning to protect our staff when first setting out signs on a site before any work can start. This is where our staff are at most vulnerable and at risk.

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	136									
Hours in Training - Foveaux	52	36	8	8									

Training Courses Completed in September

First Aid
Chainsaw

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



Central Alliance

Southland District Council / South Roads

Waimea alliance

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	19,334	0.0	1	0	0	0.0	0.0	18	1	20		40	39	8	Weekly	87	
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
	6,445	September	0.0	1	0	0	0.0	0.0	5	0	6	September	15	15	4	Weekly	34

COMMENTARY

September has seen a continued focus on getting the team to report near hits and with the Covid-19 level moving down to level one Southroads maintain the sign in procedures as per level 2. We are reinforcing with the team that they still need to use 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.

Lead Indicators

Month	Near Hit	Safety Audits	TM Audit
July	13	12	2
August	12	12	2
September	15	15	4

INCIDENT REGISTER					
Incident	Description	Event Type	Reporting Line	Investigation Status	
3/09/2020	Public complaint regarding a Southroads truck (no mud flaps).	Incident	Central	Closed	
4/09/2020	Truck flicked up large stone into the Ute's windscreen.	Incident	Central	Closed	
4/09/2020	Southroads Ute overtaken at speed on a bend.	Near Hit	Central	Closed	
4/09/2020	Car overtook dangerously into an on coming vehicle.	Near Hit	Central	Closed	
4/09/2020	Dangerous over taking manouver by a member of the public.	Near Hit	Central	Closed	
4/09/2020	Vehicle pulled out in front of a grader.	Near Hit	Waimea	Closed	
4/09/2020	Duck flew out in front of ute and collided.	Near Hit	Waimea	Closed	
4/09/2020	Tweaked back when lifting hose pack.	Incident	Waimea	Closed	
4/09/2020	A member of public entered a work site.	Near Hit	Waimea	Closed	
4/09/2020	An on coming tractor on the road had no lights.	Near Hit	Central	Closed	
4/09/2020	Truck nearly backed over a shovel and rake.	Near Hit	Central	Closed	
11/09/2020	Grader got stuck on the side of the road.	Near Hit	Waimea	Closed	
18/09/2020	Member of the public got stuck.	Near Hit	Waimea	Closed	
18/09/2020	While grading a car cut the corner in front of the grader.	Near Hit	Central	Closed	
18/09/2020	Tractor got up right behind the grader.	Near Hit	Waimea	Closed	
18/09/2020	Ute slid on hill in a paddock.	Near Hit	Waimea	Closed	
18/09/2020	Got the 6 x 4 truck stuck in a paddock.	Incident	Waimea	Closed	
18/09/2020	Wheel chock fell off trailer.	Incident	Central	Closed	
18/09/2020	Large stone hit windscreen.	Incident	Central	Closed	
18/09/2020	Brakes stuck on trailer 275 and blew 2 tyres.	Incident	Waimea	Closed	
25/09/2020	Tyre blown on truck (duel wheel).	Incident	Waimea	Closed	
25/09/2020	Car sped through site and was tooting.	Near Hit	Waimea	Closed	
25/09/2020	Mob of sheep in the middle of the road.	Near Hit	Waimea	Closed	
25/09/2020	Ogem truck braked unexpectedly and the operator walked into the truck.	Near Hit	Central	Closed	
25/09/2020	Cyclist pulled out in front of grader.	Near Hit	Central	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 COPTM forms.
Safety Tour - Abbreviated safety audit as per safety tour form.
Toolbox Meetings - is a formal group discussion that focuses on safety.

Alert

Health Safety Environment 06/07/2020


ZERO HARM

Vehicle Collision with Parked Trailer.

What happened?

A vehicle travelling through a Downer worksite had their vision impaired by the sun and failed to adjust their driving to suit the conditions. As a result they collided with the back of an excavator trailer and truck as the crew were tying the machine on for transport.

- 2 crew members sustained minor injuries as a result, with one requiring light duties.
- Employees were shaken from the incident and were referred to the EAP.
- Significant damage caused to the truck and trailer, as well as the vehicle being driven by the member of the public.

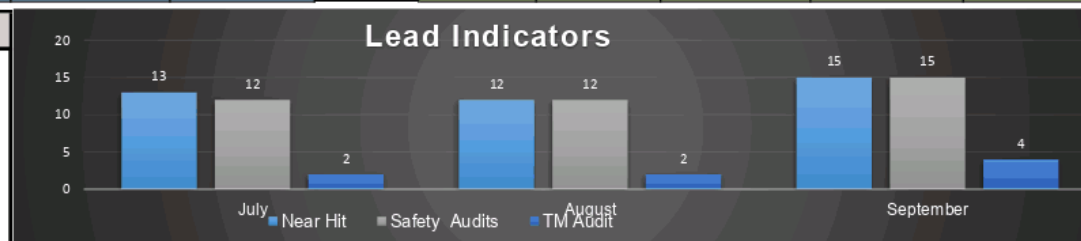


Point of impact where vehicle made contact with trailer.

What did we learn?

All staff need to be aware of their surroundings and the hazards posed by both the environment and the public when working on or near live lanes of traffic.

- Environmental conditions can change on site regularly and it is important to reassess your surroundings, especially when changing tasks.
- Use of spotters when working on or near the live lanes, limit the time you spend with your back to traffic where possible.
- Effective positioning of traffic management when conducting tasks on or near the live lanes.



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Services and Assets Programme Report

Record No: R/20/10/61837

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 3 November 2020.**

Attachments

- A Services and Assets Programme Report 27 October 2020 [↓](#)



Services and Assets programme report

Reporting period up to 27 October 2020

Prepared by: Trudy Saunders and Nick Hamlin

Southland District Council
Te Rohe Pōtae o Murihiku

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Executive summary

This month's report has been updated to the 2020/2021 reporting year. The final 2019/2020 carry forwards are now included as final.

Works at 20 Don Street office are now complete and it is planned to shift staff across mid-November subject to receiving CPU from ICC. Chambers activities will remain at the existing site until the new space is tested and all audio and visual systems have been installed.

Construction on both Te Anau waste water project sites started on 5 October and is progressing well.

This report currently doesn't cover the budgets and works programme associated with the three 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 and the Request for Proposals was published on GETS on 27 October.

The Covid-19 pandemic is a continual work in progress but year to date hasn't affected the 2020/2021 capital works programme, but we are seeing some supply delays occurring.

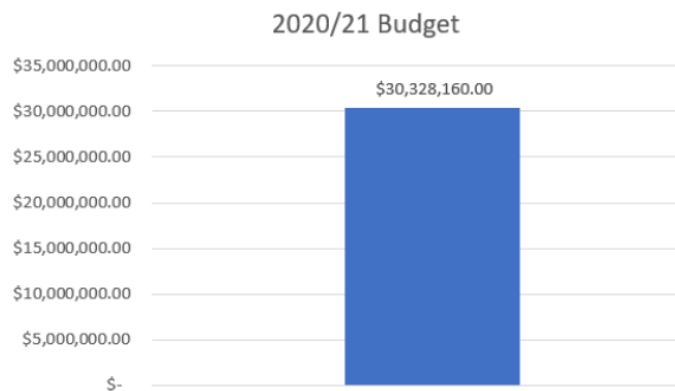
Overall very good progress is being made on the works programme and resource planning is well underway for the additional stimulus package of works due to start in March 2021

Activity overview

1. **Completed projects in the last reporting period include:**
 - nine bridges in the Southern package have reached practical completion
 - four bridges in the Northern package have reached practical completion
 - 20 Don Street fit out was completed on 28 October ready for furniture install.
2. **Projects due to start construction over the next 2 months:**
 - Monkey Island is planned to start first week in November
 - Winton library has had contracts awarded for design and design is starting early November 2020
 - Te Anau watermain replacements on Lakefront Drive
 - Footpath works on Stewart Island
 - 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.

2020/21 financial information

Activity	Commercial Infrastructure	Community Facilities	Transport and Rooding	Water and Waste services	Totals
Total Capital works Programme (CAMMS)	630,309	2,142,234	7,344,995	20,210,622	30,328,160
20-21 Annual Plan Budget	140,890	3,153,375	6,809,810	18,125,115	28,229,190
19-20 Carry forward movement	620,607	495,951	442,735	3,919,345	5,478,638
20-21 Approved Unbudgeted expenditure	-	-	-	-	-
20-21 Total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date	761,497	3,649,326	7,252,545	22,044,460	33,707,828
Total Forecast movements to date	-	-	-	-	-
Current approved budget to date	761,497	3,649,326	7,252,545	22,044,460	33,707,828
Actual costs to 27 October 2020	32,624	80,424	1,362,987	4,475,867	5,951,902
Estimated Year end forecast	761,497	3,600,000	7,200,000	20,000,000	31,561,497
Estimated cost to complete	728,873	3,519,576	5,837,013	15,524,133	25,609,595

Clarifications

- 2019/2020 carry forward value of \$5,478,638 has now been signed off by full Council and is included in the budgets above
- The 2020/2021 year excludes any extra central government funded allocations this will be reported on once approvals are in place

- all values noted above exclude the roading maintenance budgets, these will be detailed in the next reporting period
- estimated year end forecast is the value estimated left to spend in the current operational year.

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:

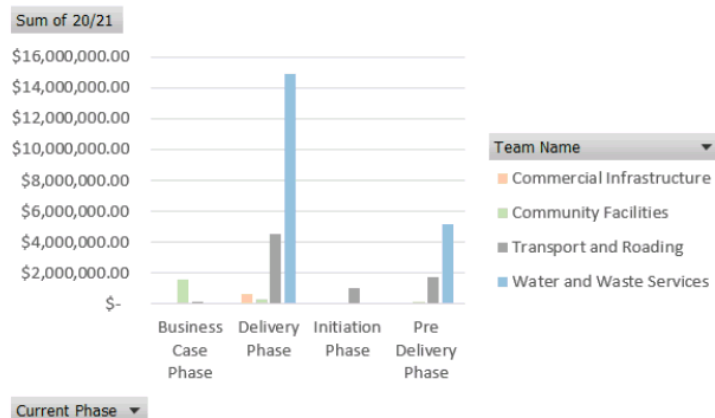
Community footpaths, bridges, road rehabilitations, kerb and channel replacements and walking tracks.

Capital works programme critical risk graph

SDC Works programme Key Risks					<div><div></div><div>Likelihood</div></div> <table><tr><th colspan="5">Consequence</th></tr><tr><th>Negligible 1</th><th>Minor 2</th><th>Moderate 3</th><th>Major 4</th><th>Catastrophic 5</th></tr><tr><td>5 Almost certain</td><td>Moderate 5</td><td>High 10</td><td>Extreme 15</td><td>Extreme 20</td><td>Extreme 25</td></tr><tr><td>4 Likely</td><td>Moderate 4</td><td>High 8</td><td>High 12</td><td>Extreme 16</td><td>Extreme 20</td></tr><tr><td>3 Possible</td><td>Low 3</td><td>Moderate 6</td><td>High 9</td><td>High 12</td><td>Extreme 15</td></tr><tr><td>2 Unlikely</td><td>Low 2</td><td>Moderate 4</td><td>Moderate 6</td><td>High 8</td><td>High 10</td></tr><tr><td>1 Rare</td><td>Low 1</td><td>Low 2</td><td>Low 3</td><td>Moderate 4</td><td>Moderate 5</td></tr></table>	Consequence					Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5	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
Consequence																																													
Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5																																									
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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	3	3	9	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	2	3	6	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	2	3	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 20/21	Column Labels				
Row Labels	Commercial Infrastructure	Community Facilities	Transport and Roothing	Water and Waste Services	Grand Total
Business Case Phase		\$ 1,606,852.00	\$ 108,662.00	\$ 52,224.00	\$ 1,767,738.00
Delivery Phase	\$ 610,458.00	\$ 312,254.00	\$ 4,537,968.00	\$ 14,925,910.00	\$ 20,386,590.00
Initiation Phase	\$ 19,851.00	\$ 45,222.00	\$ 1,000,000.00	\$ 76,892.00	\$ 1,141,965.00
Pre Delivery Phase		\$ 177,906.00	\$ 1,698,365.00	\$ 5,155,596.00	\$ 7,031,867.00
Grand Total	\$ 630,309.00	\$ 2,142,234.00	\$ 7,344,995.00	\$ 20,210,622.00	\$ 30,328,160.00



Major projects across 2020/21 financial year

Community facilities

Activity Name	Current Phase	Code	Project Name	20/21
Community facilities	Business case phase	P-10745	Winton office refurbishment	\$1,400,000.00

Water and waste

Activity Name	Current Phase	Code	Project Name	20/21
Water supply	Pre delivery phase	P-10007	Upgrade water supply at Eastern Bush - stage 1	\$1,326,995.00
Waste water	Delivery phase	P-10155	Te Anau Waste water treatment plant	\$12,980,330.00
Water supply	Pre delivery phase	P-10263	Turbidity upgrade WTP-Manapouri	\$1,002,685.00
Water supply	Pre delivery phase	P-10743	Lakefront Drive watermain upgrade - Te Anau	\$1,600,000.00

Roading

Activity Name	Current Phase	Code	Project Name	20/21
Roads and footpaths	Delivery phase	P-10329	Southern bridge replacement programme - southern (contingency and day works only)	\$1,300,000.00
Roads and footpaths	Pre delivery phase	P-10417	20/30 - central area road pavement rehab 2020/2021	\$1,200,000.00
Roads and footpaths	Initiation phase	P-10418	footpath programme 2020/2021	\$1,000,000.00

Activity by status – 2020/21**Community facilities**

Sum of 20/21	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Community Facilities	\$ 84,006.00	\$ 211,099.00	\$ 1,427,446.00	\$ 1,722,551.00
Community Housing		\$ 27,157.00		\$ 27,157.00
Parks and Reserves	\$ 56,587.00	\$ 35,222.00	\$ 45,770.00	\$ 137,579.00
Public Toilets		\$ 77,747.00	\$ 177,200.00	\$ 254,947.00
Grand Total	\$ 140,593.00	\$ 351,225.00	\$ 1,650,416.00	\$ 2,142,234.00

The community facilities team has been working through the third round of the Long Term Plan workshops with community boards and the finance team. This has focused on the implications for the local component of the rates after taking into account the operational and capital increases in the budgets. Meetings to date have been very positive with some robust debate. The work that has preceded these meetings has been very beneficial for staff and board members.

Two of the mowing contracts have been awarded. Direct negotiations are in progress with the incumbent contractors for the Ardlussa Community Board. The remainder of the areas have had their contracts extended until the end of the financial year to allow them to be packaged up and put out to tender.

We are working with contractors to bring them up to speed with the new STMS and traffic management requirements so that they can meet their approved contractor requirements.

The asset manager is now looking at progressing the work to get the community facilities assets into Council's asset management system (IPS). We now have a sign scope of work to have this completed by the end of the calendar year.

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. The adverse weather has been hampering progress on some of these projects.

Water and waste

Sum of 20/21	Column Labels			
Row Labels	Monitor	Off Track	On Track	Grand Total
Solid Waste		\$ 129,116.00		\$ 129,116.00
Storm Water		\$ 22,456.00		\$ 22,456.00
Waste Water	\$ 58,988.00	\$ 131,072.00	\$ 13,929,249.00	\$ 14,119,309.00
Water Supply	\$ 211,797.00	\$ 80,464.00	\$ 5,647,480.00	\$ 5,939,741.00
Grand Total	\$ 270,785.00	\$ 363,108.00	\$ 19,576,729.00	\$ 20,210,622.00

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.

Contract documents are now being finalised for the Lakefront Drive water main renewal with physical work programmed for early November. 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.

The Three waters reticulation panel request for proposals has been published on GETS on 27 October 2020, with a closing date of 17 November 2020.

Roading

Sum of 20/21	Column Labels			
Row Labels		Off Track	On Track	Grand Total
Roads and Footpaths	\$ 2,357,027.00	\$ 4,987,968.00	\$ 7,344,995.00	
Grand Total	\$ 2,357,027.00	\$ 4,987,968.00	\$ 7,344,995.00	

Projects in progress

- Southern bridges (9) replacement package – All nine bridges are at practical completion and require sealing to be completed in the 2020/2021 sealing season. We have added a tenth site, Horton Road in Tussock Creek
- Northern bridges (10) replacement package - four bridges are at practical completion and require sealing to be completed in the 2020/21 sealing season
- Lake Monowai Road canal bridge - SouthRoads have opened the bridge to traffic and the Bailey bridge has been removed. The road approaches, fencing and general clean-up work can now be completed.

Design phase

- Investigation and option analysis for Waghorn bridge has been completed. The next stage is to engage with the Whakamana te Waituna Trust programmed for Thursday, 12 November
- Monowai suspension bridge - detailed condition and inspections including the main cables have now been completed above and below ground - work is now going to be undertaken in two stages

with maintenance items to be undertaken before the end of this funding cycle (June 2021) and the full deck replacement and painting to be carried out early in the next LTP

- Fortrose Otara seal widening - this project has been tendered with a reduced scope and awarded to The Roding Company and is due to start before the end of October
- Balfour Ardlussa Road rehabilitation - this project has been awarded to SouthRoads and is due to start before the end of October.

Commercial Infrastructure

Sum of 20/21	Column Labels		
Row Labels	Monitor	Off Track	Grand Total
Around the Mountains Cycle Trail	\$ 583,544.00		\$ 583,544.00
Electricity Supply		\$ 19,851.00	\$ 19,851.00
Stewart Island Electricity Supply Authority		\$ 26,914.00	\$ 26,914.00
Grand Total	\$ 583,544.00	\$ 46,765.00	\$ 630,309.00

There are several variations to the contract works for repair of the February flood damage to the Around the Mountain Cycle Trail. A design to replace a damaged historic culvert from the February flooding has been completed and additional funding secured to complete construction. Additionally, a section of trail near Centre Hill has been washed out and a temporary detour is being completed for use this season while longer term solutions are being developed.

The pre-development phase of establishing wind power on Stewart Island continues to work through securing land access. Additional sites are being considered in comparison with the originally preferred sites to establish feasibility of the project.

Two legacy SIESA projects are currently in progress. The diesel fuel tank replacement is physically complete and pending certification, scheduled for November. The undergrounding of power on Ringaringa Road was co-ordinated with the related roading project and this is 95% completed, pending equipment breakdowns that have caused delay.

Projects by location 2019/20 and 2020/21

Row Labels	Count of 20/21	Sum of 20/21_2
Ardlussa	2	\$ 1,035,000.00
District	9	\$ 2,986,683.00
Fiordland	13	\$ 16,993,517.00
Northern	5	\$ 785,584.00
Oraka Aparima	8	\$ 610,163.00
Oreti	7	\$ 3,135,730.00
Stewart Island/Rakiura	11	\$ 471,504.00
Tuatapere Te Waewae	7	\$ 2,328,088.00
Waihopai Toetoe	10	\$ 1,612,694.00
Wallace Takitimu	5	\$ 369,197.00
Grand Total	77	\$ 30,328,160.00

Progress Photos

Community facilities



Limehills Community Centre kitchen refurbishment

Te Anau wastewater



Baling Hay on the Kepler Block – 9 tractors preparing to bale 121 hectares. SDC are expecting to get 500 round bales.



Kepler site for power conduits and fibre optic ducts, this forms a junction box of the 12 km of ducts to be installed



Works on site commencing with trenching laying 9 different pipes and conduits in one trench.

Water and waste



Oxidation Pond fencing at Lumsden

Commercial infrastructure



Cycle Trail Repairs

Council offices



Kithchen Fit out of 20 Don Steet.

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

Record No: R/20/10/62249

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 100% for September 2020 which is an increase of 8% on the previous month.

Compliance (Drinking-water)

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

Compliance (Environmental)

- 5 There were no non-compliant tests during September.

Operations and Maintenance

- 6 57 service request calls were received for September including 42 water, 8 rural water, 4 sewer, 1 stormwater.

Financial

- 7 There are no outstanding variations.

Customer Service

- 8 There were 57 service requests received and none recorded as resolution time exceeded.

Health and Safety

There were no safety incidents in September.

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 September 2020” dated 3 November 2020.**

Attachments

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



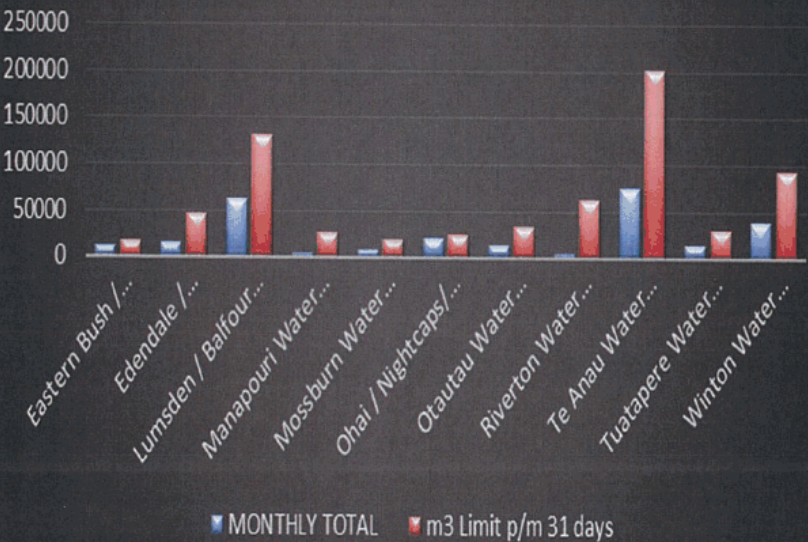
SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

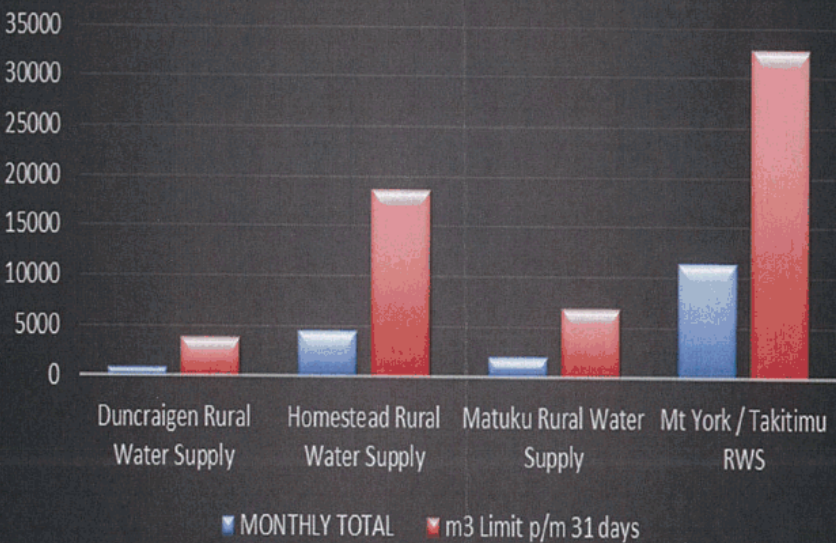
MONTHLY SUMMARY REPORT - SEPTEMBER 2020



URBAN WATER SUPPLY WATER TAKE COMPLIANCE



RURAL WATER SUPPLY WATER TAKE COMPLIANCE



MINOR CAPEX WORK

	TOTAL CLAIMED
Minor Capital Work	\$ 119,843.44
Project Work	\$ 5,600.79
TOTAL	\$ 125,444.23

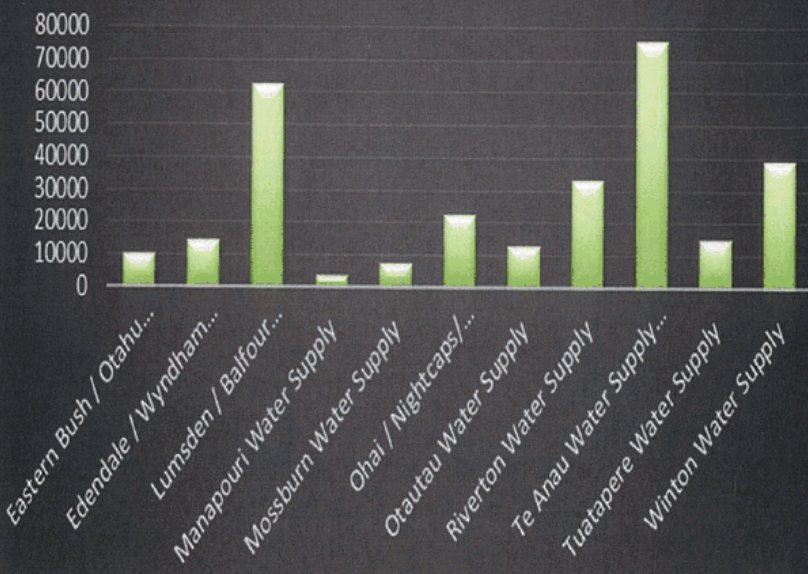
CLAIM SUMMARY YEAR TO DATE

	TOTAL CLAIMED
SDC O&M Lump Sum YTD	\$ 753,988.02
SDC O&M Capital & Project Works YTD	\$ 394,756.25
TOTAL	\$ 1,148,744.27

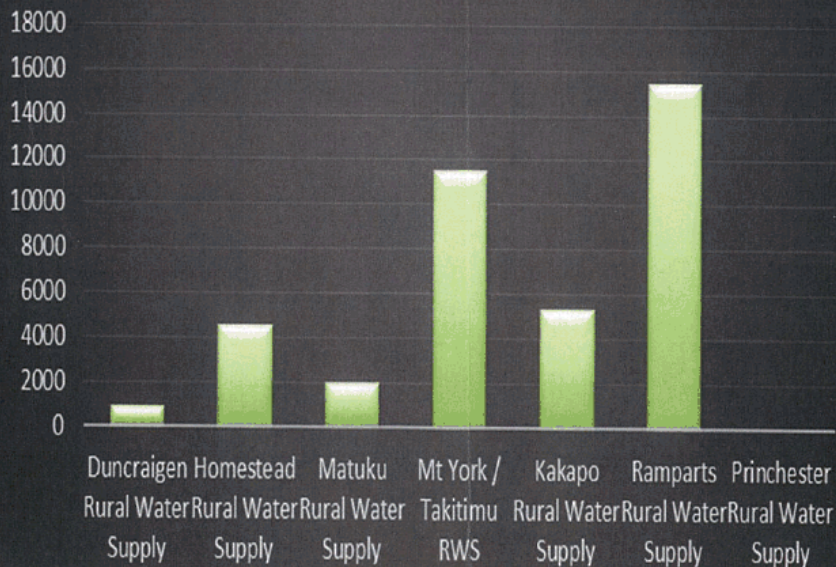
LOST DAY INJUIRES / MEDICAL TIME INJURIES



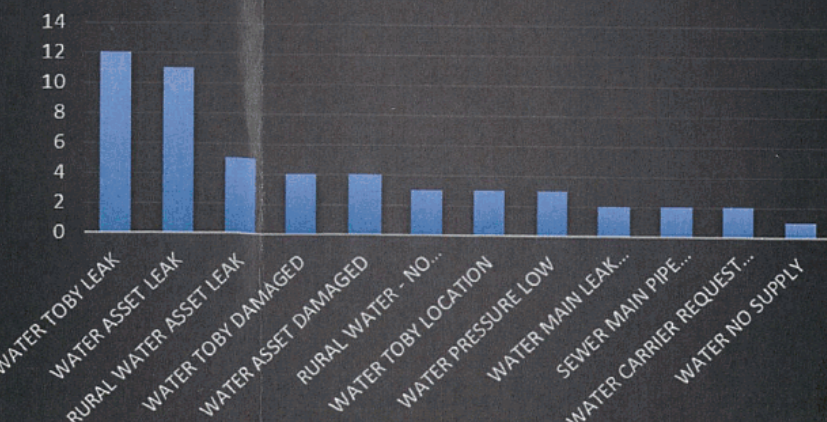
WATER TREATMENT PLANT INTAKE - URBAN WATER SUPPLY



WATER TREATMENT PLANT INTAKE - RURAL WATER SUPPLY

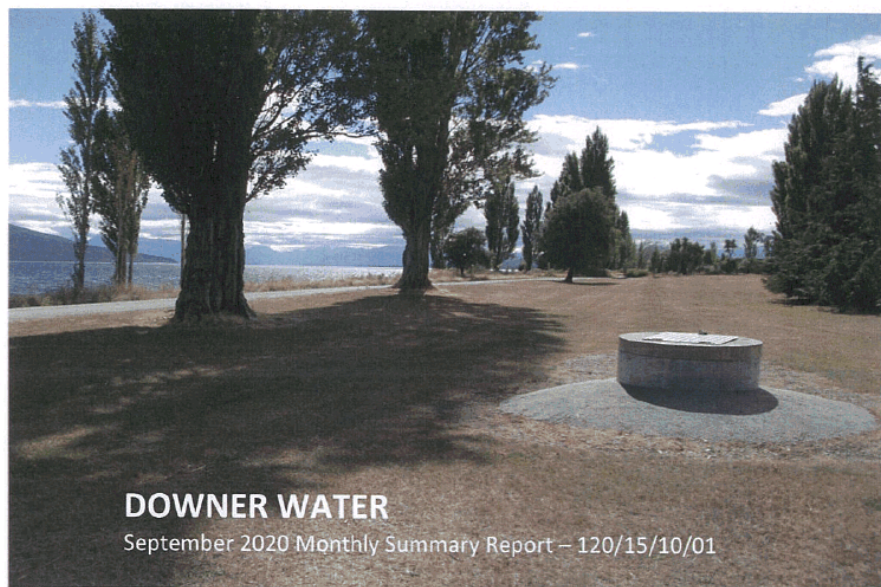


SERVICE REQUESTS RECEIVED



Downer

**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 no non-compliant tests during September.

FINANCIAL

MISC MINOR WORKS SEPTEMBER 2020

Riverton WTP Chemicals	2,935.12	Chemicals & Filters Riverton WTP: Sept 2020
Riverton WTP Mixing Chemicals	3,900.93	Mixing chemicals September 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	5,159.70	Delivery of water to Curio Bay – August 2020
Ohai Discharge Consent Sampling	292.74	Monthly Ohai Discharge Consent Sampling
Ohai Citric EFM Washes	383.76	Ohai Citric EFM Washes – September 2020
501 Ohai Hightcaps Hwy	4,751.22	Cleaning sewer main
2 McKerrow St, Te Anau	477.30	Repair pipe damage SR204408
Town Centre/Miro St, Te Anau	1,736.63	Reinstatement after sewer repair work
Padlocks	861.12	Padlocks as requested
45 South Arm Drive, Te Anau	114.08	Identify WW service line at boundary
Stewart Island Pump	6,888.47	Installation of new pump & non return valve
Riverton Turbidity Meters	18,927.94	Purchase & installation two turbidity meters
15-19 Pitt St, Riverton	2,099.05	Dig up and remove old valve
Lumsden Nitrate Sampling	41.58	Monthly Nitrate Sampling – Lumsden
Te Anau Ponds FOG Sampling	754.08	Te Anau Ponds FOG Sampling – Sept 2020
Edendale Worm Farm	1,519.76	Edendale Worm Farm – Sept 2020
8 Grange Street, Winton	429.60	Sewer blockage
Chlorine Detector Installation	60,616.40	Chlorine Detector Installation & Commission; Otatau, Te Anau, Winton, Tuatapere, Manapouri, Riverton
TOTAL	119,680.49	

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

HEALTH & SAFETY

- There were no incidents reported in September 2020
- Monthly tool box meeting was held at Downer Offices September 23, 2020.

QUALITY ASSURANCE

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

PLANNED POWER INTERRUPTIONS

Planned power interruptions in September 2020:

- ❖ September 14, 16, 18 – Towack Street, Riverton
- ❖ September 22 – Sewer Pump Station 7, Taramea Bay Road, Riverton
- ❖ September 22 – Sewer Pump Station 8, Rocks Highway, Riverton
- ❖ September 22 – Sewer Pump Station 9, Rocks Highway, Riverton
- ❖ September 22 – Oxidation Ponds, Rocks Highway, Riverton
- ❖ September 22 – Sewer Pump Station 10, Rocks Highway, Riverton
- ❖ September 22 – Sewer Pump, Bay Road, Riverton
- ❖ September 22 – Sewer Pump Station 6, Towack St, Riverton
- ❖ September 24 – Eastern Bush
- ❖ September 28 – Pump Station 30 Redan Street, Wyndham
- ❖ September 29 – Sewer Pump Station 6, Towack St, Riverton
- ❖ September 29 – Sewer Pump Station Cnr Pera & Inkerman St, Wyndham
- ❖ September 30 – Sewer Pump Station 30 Redan Street, Wyndham

STAFFING

- ✚ Contract staff levels are currently sixteen permanent employees. This is made up of five management, administration and QA staff and eleven field staff.
- ✚ Training Completed in September:
 - ✚ September 17 – Working at Heights Refresher – Craig Duncan
 - ✚ September 18 – First Aid Refresher – Dave Wilson, Malcolm Hewitt, Steve Flawn, Ricky Sinclair
 - ✚ September 28-29 – Concrete Saw Training – Callum Wells, Mike Shaw, Malcolm Hewitt, Steve Flawn, Ryan Batt
- ✚ Training scheduled for October:
 - ✚ October 13 – Manual Handling – Craig Duncan, Dave Roy, Mike Shaw
 - ✚ October 13-15 – Annual Health Testing – All staff
 - ✚ October 23 – First Aid Training – Dave Roy
 - ✚ October 29 – First Aid Refresher – Malcolm Hewitt

SUMMARY



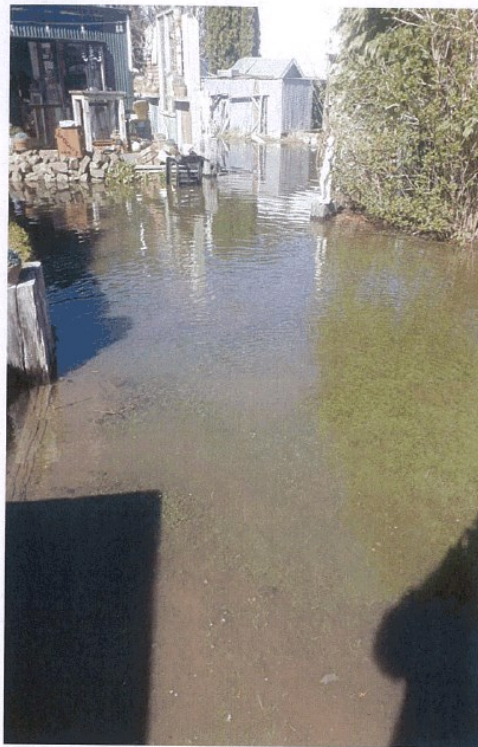
Fibre strike of 200mm rising main to the WWTP at Riverton



Boom installed at Winton, preventative measure



New pump installed at Stewart Island WWTP

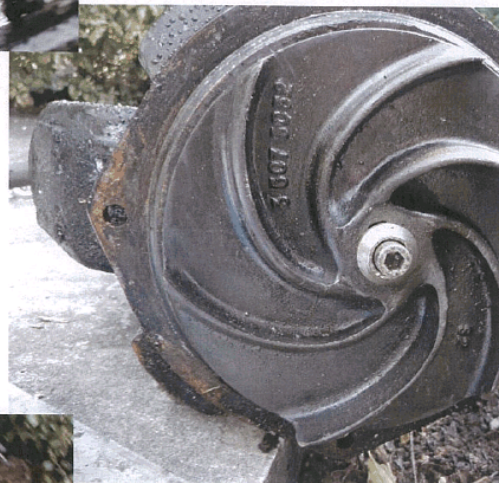


Stormwater flooding at Woodlands



Flange gasket failure at Homestead Rural Scheme

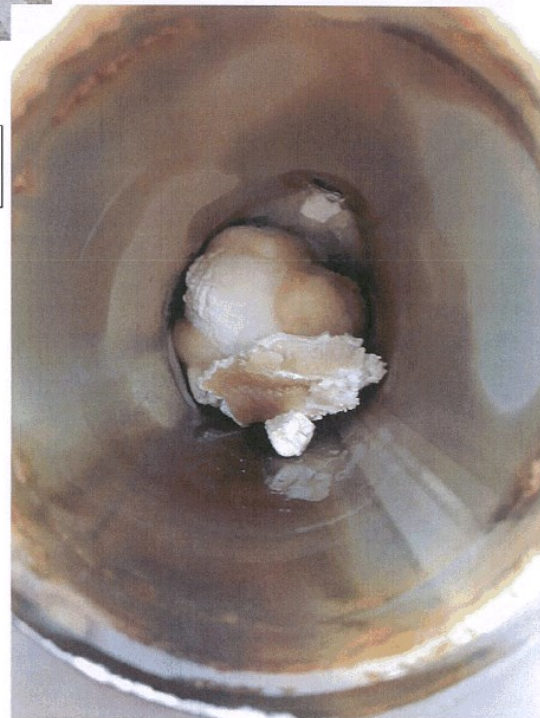




Pump from Heritage wet well with new and old impellor after pumping gravel



Mixing plate fitted to prevent caustic build up
at Otautau WTP



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	3,008.81	254.5	8,615.15	560.75
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	293
Wastewater scheme sampling completed for month	5
Wastewater scheme site samples taken for month	25
Wastewater scheme laboratory tests completed for month	248
Non-conformance reports received	0
OFI reports received	0
Site audits conducted	3

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 Browns, Lumsden, Ohai, Riversdale and Riverton Rocks during September. Joint sampling was carried out in conjunction with Environment Southland at Lumsden and Riversdale during September. There were no non-compliant tests during September.

4. KEY PERFORMANCE INDICATORS – SEPTEMBER 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% 100%	Y
	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% 96%	Y							
	Performance Evaluation				12	0	12					
100%	JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	DEC 20	JAN 21	FEB 21	MAR 21	APR 21	MAY 21	JUN 21
	92%	100%										

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

Te Anau Wastewater Scheme Update to Committee

Record No: R/20/10/61838

Author: Geoff Gray, Senior Projects Manager

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

Purpose

- 1 To update the Services and Assets Committee on progress of the Te Anau Wastewater scheme project.

Executive summary

- 2 This reporting period covers activities on the Te Anau Wastewater project from 12 August 2020 to 21 September 2020.

Recommendation

That the Services and Assets Committee:

- a) **Receives the report titled “Te Anau Wastewater Scheme Update to Committee” dated 3 November 2020.**

Attachments

- A Te Anau Wastewater Scheme Report to Services and Assets Committee 21 October 2020 [↓](#)

Te Anau Wastewater Scheme report to Services and Assets Committee

Progress Report

21 October 2020

Executive summary

Overview

This reporting period covers activities on the Te Anau Wastewater project from 13 August to 9 October 2020.

During this period, there has been two incidents onsite at the Te Anau waste water treatment site, the first incident involved an excavator coming in momentary contact with an 11kv line, with no injury. The other injury was plant related, with a Grader reversed into a Truck that resulted in no injury.

As the project is only into its 2nd week, the incidents are concerning, stop work meetings were conducted following each incident by the contractor, with all persons involved having post incident drug testing. Subsequent investigations are currently underway, with a learning group meeting set up for the 6 November, with SDC to attend.

Both projects are on track to programme as the weather conditions have been favourable for ground works.

Currently the project head contractors are reporting no current or foreseeable delays due to Covid 19 for material orders.

As the Te Anau and Manapouri areas have seen a decline in employment opportunities, the Southland District Council asked both Fulton Hogan and Downers to make contact with Glyn Saunders from Great South for additional labour hire staff, subsequently staff have been offered roles within the project for skilled operators.

Health and safety

Health and Safety performance continues to track well across the project.

- 28,917 man hours completed to date on site
- 0 Lost time injuries recorded to date

Contractor's incident report summary

Please attached Downers incident report regarding Grader vs truck near miss on 19 October 2020.

Southland District Councils onsite audits and safety observations summary

SDC have completed 7 site observations and 2 audits

Environmental

No Environmental items have been raised this reporting period

Project programme

Key programmes dates achievements in last reporting period.

- Site Establishment Membrane Plant
- Site clearance and formation of the building platform and access track
- Site Establishment SDI site
- Installation of the remaining 900metres of pipeline to SDI headworks site
- First Pasture cut of the 121hectare Kepler block
- Lodgement of the SDI building consent with SDC by Fulton Hogan

Programme Risk

- Inaccuracies and oversights in SDI and Membrane design resulting in contract delays and variations
- Covid 19 escalations within New Zealand with the country at Level 1 at time of writing

Master programme dates

Item	Key start date	Key Completion date	On / off track / forecast Changes
Package 1 (Kepler Block)	September 2018	March 2020	Completed
Package 2(Main pipeline)	July 2019	June 2020	Completed
Package 4a (MF Plant, Additional Storage)	5 th October 2020	June 2021	Onsite construction began on 5 October
Package 4b (SDI Field)	5 th October 2020	May 2021	Onsite construction began on 5 October
Package 5 (Professional Fees)	April 2010	June 2022	Professional fees are ongoing throughout the duration of the project
Package 6 (Consents)	April 2010	June 2022	Ongoing consent works will continue throughout the duration of the project

Programme clarifications

Package 1 Kepler Block

Completed.

Package 2 Pipeline

The pipeline project is now practically complete, Fulton Hogan have completed their defects list, with the defect period expiring 30 June 2022. The pipeline will remain full until placed into commission in late 2021.

Package 4a MF Plant, additional storage

With site establishment and work commencing, regrettably there have been two incidents onsite at the Te Anau waste water treatment site, the first incident involved an excavator coming in momentary contact with an 11kv line, with no injury. The other injury was plant related, with a Grader reversed into a Truck that resulted in no injury.

As the project is only into its 2nd week, the incidents are concerning, stop work meeting were conducted following each incident by the contractor, with all person involved having post incident drug testing. Subsequent investigations are currently underway, with a learning group meeting set up for the 6 November, with SDC to attend.

The site work are commencing well, with the project being 1 day ahead of programme. The building consent lodgement is due to be lodged on the week of the 23 October 2020, with a major milestone of the building floor being completed prior to Christmas.

No reported Covid 19 delays have been reported or are expected for the Membrane plant.

Package 4b SDI Field

Fulton Hogan have now established onsite on the Kepler Farm, with the remaining 900metres of pipeline to SDI headworks site allotted within the SDI separable portion.

Fulton Hogan have confirmed the order of the SDI dripper line from USA, with a planned delivery into New Zealand port of late January 2021. This will ensure no delays for the SDI dripper line supply, as the pipe will be stored onsite until late March early April 2021.

The work site is also commencing well, with the programme 1 day behind on site works and approximately 8 days behind on the offsite fabrications works, these delays will be monitored weekly, with the contractor ensuring SDC the 8 days will be recuperated over the course of the next 8 weeks. These delays will not impact on the overall programme.

Package 5 professional fees

Professional fees are ongoing throughout the project delivery

Package 6 Consents

The Upukerora discharge consent application has been submitted to and accepted by Environment Southland. Currently we are still awaiting clarification on the need to provide a Cultural Impact Statement. Council staff met with TAMI on 14 August to understand requirements and agree a potential planting regime along the river bank. A Memorandum of Understanding outlining joint understanding of the proposed planting programme has been drafted and forwarded to TAMI for consideration. On the basis of the draft the Affected Party Approval has been signed and returned to Council. Additional request information is currently being compiled by Stantec and will be forwarded to Environment Southland who will then make a determination of notification route.

Project financials

The following tables covers the keys changes or movements in the agreed project budgets.

Financial Clarifications

No changes to project budgets this reporting period as we work through the final contract awards process, contract contingency and major variations will be noted below as the project progresses.

Item	Approved Commitment	Costs to date	Forecast Final cost
Package 1 (Kepler Block)	\$746,001.00	\$908,291.21	\$908,291.21
Package 2(Main pipeline)	\$5,592,262.50	\$5,330,653.30	\$5,343,873.46
Package 3 Additional storage	\$979,440.00	\$25,548.67	\$989,440.00
Package 4 Membrane Plant	\$8,520,560.00	\$1,367,469.06	\$8,520,560.00
Package 4b (SDI Field)	\$5,266,362.00	\$153,466.51	\$5,266,362.00
Package 5 (Professional Fees)	\$2,375,956.00	\$2,946,553.01	\$3,159,553.01
Package 6 (Consents)	\$600,000.00	\$974,956.33	\$1,033,431.33
General work item	\$200,000.00	\$87,735.74	\$87,735.74
Construction Contingency	\$2,739,357.50		
Totals	\$27,019,939	\$11,794,673.82	\$25,309,246.75

Project risks

There is an active risk register being continually reviewed for the Te Anau wastewater scheme. In this section we note the key risk to SDC and the project.

Risk Description	Effect	Mitigation
Undefined and unidentified scope within SDI and Membrane contracts	Additional costs from both SDI and Membrane projects, resulting in excessive project costs.	Have contractors price any perceived variations, whilst proving the lack of scope in schedule of rates and contract specification. Ensure costs are priced using first principles or similar schedule items
Covid 19	Delays in construction due to Government implementation of Covid 19 lockdown	Attempt to plan programme of works to ensure two meter separation can be maintained for workers
Upukerora Consent Extension	Consent being notified and 3 year extension not granted	Approvals from affected parties submitted to ES, constant communication with ES
Pasture damage at Kepler farm	Inability for Fulton Hogan to complete works due to weather conditions and poor access, resulting in damage of pasture	Install driveway in summer to enable full access to headworks, monitor ground moisture levels before allowing machinery onsite

Design overview

Stantec have submitted the Kepler outline plan to SDC planning on 12 August 2020 and the Te Anau site submitted on 16 October 2020.

Downer have sent through all building design plans to SDC / Stantec on the 12th October, SDC and Stantec are in the process of finalising and accepting the design.

The Electrical design plans are due to be submitted to SDC / Stantec on the 23 October 2020 for approval.

Attachment 1 – Downer Incident Report from 19 October 2020

Downer
Relationships creating success

EVENT REPORT
939583

TYPE OF EVENT (Tick appropriate box)

☐ VEHICLE ACCIDENT ☐ INJURY / ACCIDENT ☐ OBSERVATION / HAZARD ☐ PLANT CONDITION ☐ ENVIRONMENT INCIDENT/SPILL ☒ NEAR MISS

☐ MEETING ☐ HAZARD ☐ PROPERTY / MATERIAL LOSS ☐ COMPLAINT ☐ SYSTEM IMPROVEMENT ☐ OTHER

CONTRACT: DC 2657 PLANT NO / PERSONS INVOLVED: Truck vs grader

RISK ASSESSMENT

Likelihood: P. Potential Consequence: Low Overall Risk Rating before controls: High

PERSON REPORTING EVENT: R. Tindel DATE: 19/10/20

DESCRIPTION OF EVENT AND INITIAL ACTION TAKEN:

Grader Vs truck, Te Anau WPT.
After truck had spread and moved off Grader moved into level load to level while my eyes were down looking at blade etc truck stopped unexpectedly due to roller entering site against flow of traffic there was nearly a collision
No Damage.

IS FURTHER ACTION REQUIRED? ☒ YES ☐ NO

FURTHER ACTION TAKEN / LEARNING SHARED	COMPLETED?
Monitoring correct traffic flow	
unless advised via 2way radio	
Grader to wait until truck completely clear before work	
common sense Toolbox Review with team	20/10/20

SIGNED: [Signature] DATE: 19/10/20
Person Reporting Event

SIGNED: [Signature] DATE: 19/10/20
Site Supervisor / Field Manager to sign off and file when completed or direct further investigation

ST05A Version 09/10

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.

C8.1 Otago and Southland Three Waters Reform Update

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
Otago and Southland Three Waters Reform Update	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.