



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

Date: Tuesday, 9 February 2021  
Time: 9am  
Meeting Room: Council Chamber  
Venue: 20 Don Street  
Invercargill

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## Services and Assets Committee Agenda OPEN

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### 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](http://www.southlanddc.govt.nz)

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



## Terms of Reference – Services and Assets Committee

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"> <li>• transport</li> <li>• property management including community facilities, acquisitions and disposals (including land dealings)</li> <li>• forestry</li> <li>• water supply, wastewater and stormwater</li> <li>• solid waste management</li> <li>• flood protection</li> <li>• waste management</li> <li>• Te Anau airport</li> <li>• Stewart Island Electrical Supply Authority</li> <li>• Stewart Island Jetties and Riverton Harbour</li> <li>• water supply schemes.</li> </ul>
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><b>Power to Act</b></p> <p><b>The committee has the delegated authority to:</b></p> <ol style="list-style-type: none"> <li>a) assess and provide advice to Council on the strategic issues relating to the delivery of infrastructural asset services</li> <li>b) reviewing and recommending to Council strategies on how it should go about managing the delivery of the infrastructural asset services that it provides</li> </ol>

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

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

ITEM	PAGE
<b>PROCEDURAL</b>	
1 Apologies	7
2 Leave of absence	7
3 Conflict of Interest	7
4 Public Forum	7
5 Extraordinary/Urgent Items	7
6 Confirmation of Minutes	7
<b>REPORTS</b>	
7.1 Services and Assets Programme Report	13
7.2 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for October 2020	27
7.3 Te Anau Wastewater Scheme Update to Committee	45
7.4 Road Operations - December 2020	53
<b>PUBLIC EXCLUDED</b>	
Procedural motion to exclude the public	67
C8.1 Dipton Mossburn Road bridge No. 4 replacement options	Error! Bookmark not defined.
C8.2 Footpath Renewal Programme 2020/21	Error! Bookmark not defined.

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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](http://www.southlanddc.govt.nz) or phoning 0800 732 732.

5 Extraordinary/Urgent Items

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

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

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

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

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

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

6 Confirmation of Minutes

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



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## Services and Assets Committee

### OPEN MINUTES

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Minutes of a meeting of Services and Assets Committee held in the Council Chamber, 15 Forth Street, Invercargill on Wednesday, 9 December 2020 at 9am (9am – 11.15am, (PE 10.09am – 10.41am, 10.58am – 11.25am).

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#### PRESENT

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
	Rob Scott

#### APOLOGIES

Councillor Ruddenklau

#### IN ATTENDANCE

Group Manager, Services and Assets  
Committee Advisor

Matt Russell  
Fiona Dunlop



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1 Apologies

There were apologies for absence from Councillor Ruddenklau.

Moved Cr Douglas, seconded Cr Harpur 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 Menzies, seconded Cr Frazer and resolved:

That the Services and Assets Committee confirms the minutes of the meeting held on 11 November 2020 as a true and correct record of that meeting.

Reports

7.1 Services and Assets Programme Report

Record No: R/20/11/69292

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

Resolution

Moved Chairperson Kremer, seconded Cr Owen and resolved:

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Programme Report” dated 1 December 2020.**

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

Record No: R/20/11/66925

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

Resolution

Moved Cr Douglas, 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 October 2020” dated 1 December 2020.**

7.3 Te Anau Wastewater Scheme Update to Committee

Record No: R/20/11/66681

Senior Projects Manager – Geoff Gray was in attendance for this item.

Mr Gray advised that the purpose of the report was to update the Committee on the progress of the Te Anau Wastewater scheme project.

The Committee noted that the reporting period covered activities on the Te Anau Wastewater project from 10 October to 18 November 2020.

Recommendation

That the Services and Assets Committee:

- a) **Receives the report titled “Te Anau Wastewater Scheme Update to Committee” dated 1 December 2020.**

7.4 Road Operations - October 2020

Record No: R/20/10/63124

Roading Engineer – Rob Hayes was in attendance for this item.

Mr Hayes advised that the purpose of the report was to update the committee on the progress of the major roading contracts and provide the necessary context to the 2020/21 budget.

Resolution

Moved Chairperson Kremer, seconded Cr Keast and resolved:

That the Services and Assets Committee:

- a) **receives the report titled “Road Operations - October 2020” dated 1 December 2020.**

Public Excluded

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

Resolution

Moved Cr Keast, seconded Cr Ford and resolved:

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

C8.1 Riversdale Waikaia Road tree root damage

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
Riversdale Waikaia Road tree root damage	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.

That the Group Manager Services and Assets – Matt Russell, Group Manager Community and Futures – Rex Capil. Committee Advisor – Fiona Dunlop, Communications Specialist – Chris Chilton, Governance and Democracy Manager – Melissa Brook, Project Delivery Manager – Nick Hamlin, Strategic Manager Transport – Hartley Hare and Roading Engineer – Rob Hayes be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C8.1 Riversdale Waikaia Road tree root damage. 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.

The public were excluded at 10.09am.

The meeting adjourned for morning tea at 10.41am and reconvened at 10.58am.

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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 11.25am.

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

DATE:.....

CHAIRPERSON:.....

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## Services and Assets Programme Report

Record No: R/21/1/1220

Author: Nick Hamlin, Project Delivery Manager/Acting GM Services and Assets

Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision

☐ Recommendation

☒ Information

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### 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 2 February 2021.**

### Attachments

- A Services and Assets Programme Report 20 January 2021 [↓](#)



# Services and Assets programme report

**Reporting period from 19 November 2020 to 20 January 2021**

Prepared by: Trudy Saunders and Nick Hamlin

Southland District Council  
Te Rohe Pōtae o Murihiku

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## Executive summary

It has been a busy few months since the last report in November 2020 for the Services and Assets team and a major lift in capital spending during that time.

Works to the Forth Street remodel is now underway with the first team now shifted into their new space, stage 1 is on track to be completed in April

The Winton Library and office strengthening project is progressing well with the project team completing a Value Engineering process to ensure the project remains within agreed budgets. This project is on track to be completed by Christmas 2021.

Works on the Three Waters Stimulus Funding project is well advanced with the first tranche of works being allocated through the Contractors panel. Costings are due in late January and construction works are scheduled to begin throughout the district in February. A Communications plan is being prepared for updating the community.

Staff are currently reviewing the 2021/22 works programme and drafting a procurement plan to ensure the increased capital investment programme can be achieved. It is anticipated that a workshop with Councillors will be scheduled within the next two months.

## Activity overview

1. **Completed projects in the last reporting period include:**
  - Monkey Island toilets and landscaping
  - Southern Bridge replacement programme
2. **Projects due to start construction within the next 2 months:**
  - Lakefront Drive water main replacement, Te Anau
  - District wide footpath replacements
  - Mossburn water bores
  - Three Waters Stimulus projects

## Actions from last report

3. **Key questions / Actions raised at last month's Services and Assets Committee:**
  - No further actions requested

See back of this report for project progress photos

### 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
<b>Total Capital works Programme ( CAMMS )</b>	630,309	2,022,449	7,242,890	20,913,601	30,809,249
<b>2020-21 Annual Plan Budget</b>	140,890	3,153,375	6,809,810	18,125,115	28,229,190
<b>2019-20 Carry forward movement</b>	620,607	495,951	442,735	3,921,345	5,480,638
<b>2020-21 Approved Unbudgeted expenditure</b>	-	312,676	41,800	2,430,000	2,784,476
<b>2020-21 Total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date</b>	<i>761,497</i>	<i>3,962,002</i>	<i>7,294,345</i>	<i>24,476,460</i>	<i>36,494,304</i>
<b>Total Forecast movements to date</b>	-	-	-	-	-
<b>Current approved budget to date</b>	<i>761,497</i>	<i>3,962,002</i>	<i>7,294,345</i>	<i>24,476,460</i>	<i>36,494,304</i>
<b>Actual costs to 31 December 2020</b>	43,815	320,501	5,720,719	6,836,887	12,921,922
<b>Estimated Year end forecast</b>	<i>350,000</i>	<i>3,300,000</i>	<i>7,200,000</i>	<i>20,000,000</i>	<i>30,850,000</i>
<b>Estimated cost to complete</b>	306,185	2,979,499	1,479,281	13,163,113	17,928,078



THREE WATERS STIMULUS FUNDING	Budget	Committed Todate	Costs Todate	Balance to be committed	Totals
20-21 - 3 Waters Stimulus Funding	4,443,625	2,430,000	-	2,013,625	2,013,625
20-21 Contribution to Te Anau Waste Water Project	2,000,000	2,000,000	-	2,000,000	
20-21 Contribution to ES Flood Protection	80,000	80,000	-	80,000	
20-21 Contribution to 3 regional collaboration	560,000	560,000	-	560,000	
21-22 - 3 Waters Stimulus Funding	6,446,375	-	-	6,446,375	
<b>Total Stimulus funding</b>	13,530,000	5,070,000	-	13,530,000	
OTHER CAPITAL ACTIVITIES	IT	Roading Capital Manintence	3 Waters Capital Maintenance	Other	Totals
<b>Budget</b>	3,714,326	12,449,920	inc above	501,764	16,666,010
		<b>Totals across all Activities</b>			\$55,173,939

**Clarifications**

- Forecast figures are currently being reviewed as part of the quarterly review between Finance and Activity Management teams and will be fully updated for the next report.
- 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:**

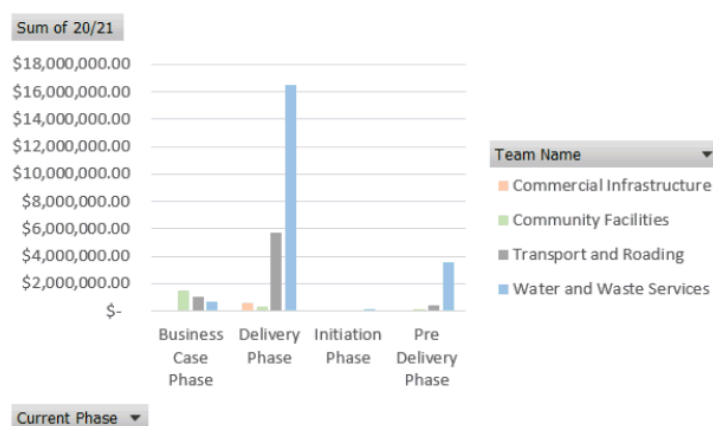
Community footpaths, bridges, road rehabilitations, kerb and channel replacements and walking tracks.

### Capital works programme critical risk graph

SDC Works programme Key Risks					<div>Consequence</div> <div><div></div><div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div><div></div></div></div>						
Likelihood / Impact (Likelihood x Impact = Risk Score)					Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25
Red		(15-25)		Extreme		4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20
Orange		(8-12)		High		3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15
Yellow		(4-6)		Moderate		2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10
Green		(1-3)		Low		1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5
Ref No.	Works Programme Risks	RISK FACTORS Post mitigation				Mitigation Actions					
		Likelihood	Impact	Risk Score							
1	Covid 19 contract claims	3	2	6	one Covid 19 claim is still outstanding to be resolved that wasn't picked up in the alst report, currently legal advise is being sort to ensure SDC position is inline with contract requirements						
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	Works Programme for 20-21 not meeting targets	3	3	9	Projects are regularly being reviewed against programme and were possible if projects are delayed other projects are advanced, Panel has been put in lace for 3 waters delivery and smaller projects are being packaged up to assit in delivery						
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	3	3	9	Trade resouces are starting to reach capacity across the entire district especially with the introduction of the 3 waters Stimulus funding reaching market but SDC staff are monitoring the key suppliers and using as many local trades and companies as possible along with early engagement with contractors						

### 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		\$ 1,536,144.00	\$ 1,054,922.00	\$ 652,224.00	\$ 3,243,290.00
Delivery Phase	\$ 610,458.00	\$ 304,512.00	\$ 5,737,968.00	\$ 16,501,792.00	\$ 23,154,730.00
Initiation Phase	\$ 19,851.00	\$ 35,222.00		\$ 191,521.00	\$ 246,594.00
Pre Delivery Phase		\$ 146,571.00	\$ 450,000.00	\$ 3,568,064.00	\$ 4,164,635.00
<b>Grand Total</b>	<b>\$ 630,309.00</b>	<b>\$ 2,022,449.00</b>	<b>\$ 7,242,890.00</b>	<b>\$ 20,913,601.00</b>	<b>\$ 30,809,249.00</b>



### Major projects across 2020/21 financial year

#### Community facilities

Activity Name	Current Phase	Code	Project Name	2020/21
Community facilities	Business case phase	P-10745	Winton office refurbishment	\$1,400,000.00

#### Water and waste

Activity Name	Current Phase	Code	Project Name	2020/21
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	2020/21
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**

Row Labels	Monitor	Off Track	On Track	Grand Total
Cemeteries	\$ 15,744.00			\$ 15,744.00
Community Facilities	\$ 45,070.00	\$ 96,092.00	\$ 1,450,754.00	\$ 1,591,916.00
Community Housing		\$ 27,157.00		\$ 27,157.00
Parks and Reserves		\$ 96,834.00	\$ 122,357.00	\$ 219,191.00
Public Toilets		\$ 35,694.00	\$ 132,747.00	\$ 168,441.00
<b>Grand Total</b>	<b>\$ 60,814.00</b>	<b>\$ 255,777.00</b>	<b>\$ 1,705,858.00</b>	<b>\$ 2,022,449.00</b>

1. Focus has now changed from the Long Term Plan to the February round of forecasting and completing the Activity Management Plans.
2. The tenders for the 17A mowing contracts have closed and will be reviewed by staff to determine the successful contractor(s). Any reports that are required will then be written and taken through the governance time frames for community board, committee and council meetings.
3. The gardening contract for Oraka Aparima has been awarded with the remaining existing contracts being extended through until the end of the financial year. These will also be a mix of direct negotiation with the incumbent contractors and tendering.
4. Good progress is being made towards getting Council's asset management system (IPS) set up to receive the asset data. We now have a test database ready and are waiting on licencing to be completed by the Business Solutions team so that we can start testing the system.
5. Projects have been held up due to adverse weather, contractor availability and material supply. This is becoming a common theme however we are still confident that we can complete the projects that have been identified in the Long Term Plan.
6. Contractors completed the development of the Monkey Island camping area prior to Christmas. There have been large numbers of campers at the area over the holiday break. We have had some teething issues with the new toilets but overall customer feedback about the development has been positive.

## Water and waste

Row Labels	Monitor	Off Track	On Track	Grand Total
Solid Waste		\$ 129,116.00		\$ 129,116.00
Storm Water		\$ 600,000.00	\$ 22,456.00	\$ 622,456.00
Waste Water	\$ 13,424,318.00		\$ 689,869.00	\$ 14,114,187.00
Water Supply	\$ 269,069.00	\$ 77,229.00	\$ 5,701,544.00	\$ 6,047,842.00
<b>Grand Total</b>	<b>\$ 13,693,387.00</b>	<b>\$ 806,345.00</b>	<b>\$ 6,413,869.00</b>	<b>\$ 20,913,601.00</b>

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 have also started on the construction of the membrane plant and the SDI field at Kepler. In addition, a consent application for the continued discharge to the Upukerora River has been accepted by Environment Southland with will proceed non-notified subject to additional affected party approvals. At this stage one approval is outstanding.

Lakefront Drive watermain upgrade was due to commence construction in December 2020, however a delay with materials supply has postponed commencement until the end of January. This project is likely to track under the intended 30 week programme window but will likely extend into the next Financial Year by a month or so.

The stimulus programme is progressing and developing quickly. The reticulation panel (a collaboration with Southland District Council and Invercargill City Council has been formed and the initial allocation of works has been presented to the four panel contractors for review and pricing. We have established a project control team and developed the organisation structure for the management, cost control, quality assurance and delivery functions, including the reporting and decision making lines of communication. The next big milestone for this programme is to engage further with Gore District and Invercargill City Councils' to establishing the condition assessment contractor panel and get this work underway.

## Roading

Row Labels	Monitor	Off Track	On Track	Grand Total
Roads and Footpaths	\$ 1,650,000.00	\$ 56,608.00	\$ 5,536,282.00	\$ 7,242,890.00
<b>Grand Total</b>	<b>\$ 1,650,000.00</b>	<b>\$ 56,608.00</b>	<b>\$ 5,536,282.00</b>	<b>\$ 7,242,890.00</b>

Projects in

### 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. This is programmed for construction in the new year.
- Northern bridges (10) replacement package - five bridges are at practical completion and require sealing to be completed in the 2020/21 sealing season
- Fortrose Otara seal widening - this project has been awarded to The Roothing Company. The first 2.4km has been sealed with approximately 4km constructed in preparation for sealing.
- Balfour Ardlussa Road rehabilitation - this project has been awarded to SouthRoads. The first portion of the site was sealed prior to Christmas with the remainder still under construction.
- Otapiri Gorge Road rehabilitation has been awarded to The Roothing Company with flanking and drainage work is completed with road construction underway

- Central Area Rehabilitations has been awarded to The Roding Company with onsite establishment commencing 19 January 2021.

#### Design phase

- Investigation and option analysis for Waghorn bridge has been completed. Options were presented to the Whakamana te Waituna Trust on Thursday, 12 November and the staff recommendation to upgrade the existing structure was well received. Next step is to confirm and then finalise design standards with input from the trust.
- 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 completed before the end of this financial year and the full deck replacement and painting to be carried out early in the next Long Term Plan.

#### Commercial Infrastructure

Row Labels	Off Track	Grand Total
Around the Mountains Cycle Trail	\$ 583,544.00	\$ 583,544.00
Electricity Supply	\$ 46,765.00	\$ 46,765.00
<b>Grand Total</b>	<b>\$ 630,309.00</b>	<b>\$ 630,309.00</b>

The original contract works for the February flood damage to Around the Mountains Cycle Trail has been completed. Additional funding was secured to replace a historic culvert near Lumsden, these works were completed prior to Christmas. A section of trail near Centre Hill was washed out, and a temporary detour has been 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 if the project remains feasible.

Two legacy SIESA projects continue. The diesel fuel tank replacement is physically complete and pending compliance certification, rescheduled for February. The undergrounding of power on Ringaringa Road was co-ordinated with the related roading project and this is 95% completed. Connection of new cable into existing network is rescheduled for early in 2021.

#### Projects by location 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	\$ 16,906,433.00
Northern	4	\$ 765,584.00
Oraka Aparima	10	\$ 810,168.00
Oreti	9	\$ 3,606,491.00
Southland	1	\$ 20,000.00
Stewart Island/Rakiura	10	\$ 430,222.00
Tuatapere Te Waewae	6	\$ 2,308,142.00
Waihopai Toetoe	8	\$ 1,571,359.00
Wallace Takitimu	5	\$ 369,167.00
<b>Grand Total</b>	<b>77</b>	<b>\$ 30,809,249.00</b>



## Progress Photos

### Te Anau wastewater treatment plan



*Operations building at the treatment ponds*

## Community Facilities



*Carpark upgrade at Ivon Wilson park*



Roading and footpaths



*Balfour Ardlussa rehab*

### Commercial infrastructure



*Cycle Trail culvert replacement*

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

Record No: R/21/1/2242  
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 98% for November 2020 which is a decrease of 2% on the previous month. Again, this month Downers have greatly assisted the water operations team with storm water problems arising from significant rainfall events.

### Compliance (Drinking-water)

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

### Compliance (Environmental)

- 5 There was no non-compliant test during November.

### Operations and Maintenance

- 6 76 service request calls were received for November including 54 water, 15 rural water, 3 sewer, 1 stormwater.

### Financial

- 7 There are no outstanding variations.

### Customer Service

- 8 There were 76 service requests received and 2 recorded as resolution time exceeded.

### Health and Safety

There was no safety incident in November.

### 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 October 2020” dated 2 February 2021.**

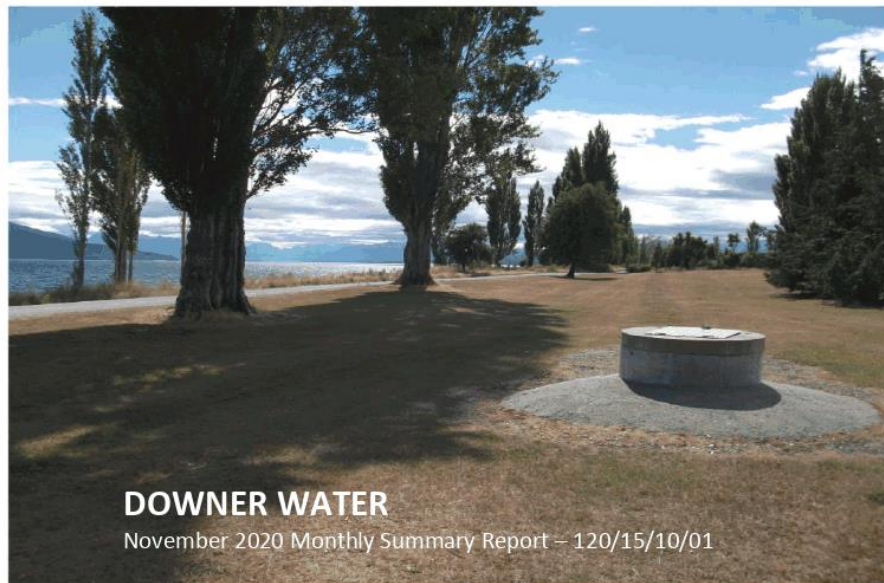
## Attachments

- A Downer Monthly Report November 2020 [↓](#)





Southland District Council  
Water and Wastewater Maintenance Contract



***DISTRIBUTION***

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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	Bevan McKenzie	Project & Programme Manager: Asset Manager Water	SDC

***TABLE OF CONTENTS***

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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 November.

### FINANCIAL

#### MISC MINOR WORKS NOVEMBER 2020

Riverton WTP Chemicals	\$5,870.24	Chemicals & Filters Riverton WTP: Nov 2020
Riverton WTP Mixing Chemicals	\$1,936.00	Mixing chemicals November 2020
Curio Bay Water	\$6,084.00	Delivery of water to Curio Bay October 2020
Te Anau Ponds O&M	\$7,749.43	O&M of Te Anau Ponds during construction
Winton & Lumsden Nitrate Sample	\$83.16	Monthly Nitrate Sampling – Winton & Lumsden
Ohai Discharge Consent Sampling	\$292.74	Monthly Ohai Discharge Consent Sampling
Te Anau Ponds FOG Sampling	\$754.08	Te Anau Ponds FOG Sampling – November 2020
Edendale Worm Farm	\$30,288.75	Edendale Worm Farm – November 2020
Ohai Citric EFM Washes	\$191.88	Ohai Citric EFM Washes – November 2020
Riverton Townside Ponds	\$927.63	Repair fence Riverton Townside Ponds
5 Duncan St, Te Anau	\$139.62	Materials due to late invoice from TEW
Riverton Ponds Pump	\$4,469.28	Replacement pump for Riverton Ponds
65 Nantwich Street, Otautau	\$1,051.47	Investigation as requested
Eastern Bush Scheme	\$1,636.95	Dig up & repair burst 100mm mains
Quinton Drive Valve Upgrade	\$2,409.87	150mm valve as part of Quinton Dr upgrade
120 Walker St, Riverton	\$1,782.42	Stormwater blockage repairs
Ramparts Bore Pump Replacement	\$20,011.00	Replace bore pump at Ramparts
5 Clapps St, Nightcaps	\$633.98	Install new Acuflo & toby box
1750 Nightcaps Otautau Highway	\$740.52	Mark main on IPS as requested
Waikawa Toilet Sampling	\$400.29	Waikawa Toilet Sampling November 2020
72 Takitimu Ave, Te Anau	\$166.73	Establish WW connection
Orawia Water Intake	\$4,983.10	Remedial works after water supply contamination
Napier St, Riverton	\$1,556.45	New Acuflo & connection
Ohai WTP Investigation & tidy up	\$7,911.89	Investigation & tidy up work following DT King damage to falling main
Riversdale WWTP Pump	\$35,182.00	Install new pumps at Riversdale WWTP
<b>TOTAL</b>	<b>137,253.48</b>	

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



**HEALTH & SAFETY**

- There were no incidents reported in November 2020
- November Tool Box was held on November 5, 2020 at The Crib, Riverton.

**QUALITY ASSURANCE**

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

**PLANNED POWER INTERRUPTIONS**

Planned power interruptions in October 2020:

- ❖ November 3, 2020 – Riverton Sewer Pump 7
- ❖ November 3, 2020 – Riverton Sewer Pump 8
- ❖ November 3, 2020 – Riverton Sewer Pump 9
- ❖ November 3, 2020 – Riverton Rocks Oxidation Ponds, Rocks Highway
- ❖ November 3, 2020 – Riverton Sewer Pump 10
- ❖ November 9, 2020 – Pump Station in front of 30 Redan St, Wyndham
- ❖ November 10, 2020 – Riverton Sewer Pump 7
- ❖ November 10, 2020 – Riverton Sewer Pump 8
- ❖ November 10, 2020 – Riverton Sewer Pump 9
- ❖ November 10, 2020 – Riverton Rocks Oxidation Ponds, Rocks Highway
- ❖ November 10, 2020 – Riverton Sewer Pump 10
- ❖ November 11, 2020 – Pump Station in front of 30 Redan St, Wyndham
- ❖ November 24, 2020 – Eastern Bush

**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 November:
  - ✚ November 17 – First Aid Training – Ryan Batt, Libby Davis, Jono Meredith, Mal Hewitt
- ✚ Training scheduled for December:
  - ✚ December 16 – Confined Spaces – Steve Flawn

# SUMMARY



Debris and erosion at Tuatapere around sewer main



Eastern Bush mains burst







New hot water cylinder at Edendale WWTP



New pumps installed at Riversdale wet well





Eastern Bush Intake Upgrade



Wyndham Water Infiltration



Stewart Island Track Upgrade



Stewart Island DOC Unloading Pad

## HEALTH &amp; 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	2,665.71	222	14,703.67	1,037.25
LTI Incidence Rate (1 million Hrs.)	0.0	0.0	0.0	0.0



## 2. 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	258
Wastewater scheme sampling completed for month	4
Wastewater scheme site samples taken for month	15
Wastewater scheme laboratory tests completed for month	131
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 Browns, Ohai, Otautau, Little River Estuary, Stewart Island and the Ohai WTP discharge during November. Joint sampling was carried out in conjunction with Environment Southland at the Ohai WTP during November. There were no non-compliant tests during November.

### 3. KEY PERFORMANCE INDICATORS – NOVEMBER 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. <b>Downer to apply for dispensation for Stewart Island and Ohai.</b>	Monitoring programme as required by Resource Consent (Dispensation sought for Stewart Island)	100% 100%	Y
	5.	Percentage samples taken in accordance with the Resource Consent requirements <b>(Dispensation to be requested if required).</b>	Monitoring programme as required by Resource Consent	100% 100%	Y
	6.	Number of system failures and pollution incidents (overflows) per year across all systems (not including private)	Data from HANSEN IPS	Less than 20 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. <b>(Dispensation to be requested if required)</b>	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% 98%		N		
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%	100%	100%	98%							

**PERFORMANCE SCORING TABLE**

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

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## Te Anau Wastewater Scheme Update to Committee

Record No: R/20/12/70806  
Author: Geoff Gray, Senior Projects Manager  
Approved by: Matt Russell, Group Manager Services and Assets

☐ Decision ☐ Recommendation ☒ Information

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### 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 10 October to 18 November 2020.

### Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Te Anau Wastewater Scheme Update to Committee”**  
dated 2 February 2021.

### Attachments

- A Te Anau Wastewater Scheme Report to Services and Assets Committee 20 January 2021 [↓](#)

# Te Anau Wastewater Scheme

## Report to Services and Assets Committee

### Progress Report

20 January 2021



*Te Anau treatment facility Membrane filtration building – 20 January 2021*

## Executive summary

### Overview

This reporting period covers activities on the Te Anau Wastewater project from 18 November 2020 to 20 January 2021. Please note that the construction sites were closed over the holiday break from 22 December to 11 January 2021.

With the construction phase progressing well, the focus now extends to commissioning and integration portion of the project. Excluding the construction phase, the control system will form the heartbeat of completed project that needs to encompass resource consent restraints, membrane plant operations, pipeline hydraulics and finally the SDI considerations.

### Cut and Carry

The first cut and carry operation yielded 495 bales, the 2<sup>nd</sup> cut and carry completed late December 2020 yielded 1295 bales, with a 3<sup>rd</sup> cut planned for mid-February 2021

### Te Anau Waste Water Liaison Group

The Te Anau Waste Water Liaison group meet in Te Anau on the 10<sup>th</sup> December, this meeting was represented by Te Oa Marama Inc, Te Anau Community Board, Manapouri Community representative and the Fiordland Sewer Options. Good construction discussions were held, with the focus on the below items.

- Terms of Reference
- Direction of Future Meetings
- Draft Environmental Management Plan
- Overall project update
- Upukerora consenting update.

The next meeting is planned for mid-February 2021.

### Programme

Both constructions sites were closed for two weeks over the Christmas break. The Downer team completed all programmed tasks prior to the break including pouring the concrete floor for the Membrane plant. Regrettably the Fulton Hogan civils team were unable to get the concrete foundations and floor poured. This delay will have a slight impact to the Fulton Hogan programme, but additional resources have been assigned to this project by Fulton Hogan to retrieve back lost time.

All other aspects of the project are currently tracking well to programme.

### Kepler SDI

It has been confirmed by Fulton Hogan that the SDI dripper line has been dispatched and is currently in transit and is expected into a South Island port early February, where the containers will be de-vanned and transported to site to be stored for approximately 8 – 10 weeks until installation can occur.

This is a major milestone achievement that removes a large amount of risk from the project.

### Covid 19 delays

Through weekly reporting by both head Contractors, it is becoming apparent there could be supply chain delays to back order items, these delays are on day to day consumable items and is being caused on the increase in demand by the current water reform works.

This issue is being closely monitored by Southland District Council on a weekly basis. At this stage these delays will not impose any financial implications, but has increased the risk profile for certain aspects of the project.



## Health and safety

Health and Safety performance continues to track well with zero LTI and MTI incidents across the project, with 1480 work hours completed this month.

- 30,920 man hours completed to date on site
- 0 Lost time injuries recorded to date

### Contractor's incident reports

1. Failure of building inspection – Fulton Hogan

### Southland District Councils onsite audits and safety observations summary

The Southland District Council completed 2 site observations over the Christmas period.

## Environmental

A large amount of historic bitumen was discovered during excavation and installation of underground services on the Membrane site. As this site is a HAIL site, Southland District Council were not required to remove the bitumen from site under the current resource consent conditions.

This discovery had a small financial impact to the project that will be claimed for in the Downer January 2021 claim.

## Project programme

Key programmes dates achievements in last reporting period.

- Membrane plant concrete floor pouring and building erection
- Pasture Management 2<sup>nd</sup> Cut and Carry operation
- Dripper Line dispatched from manufactures
- Raising of the ponds at the Te Anau site commenced
- 7 chambers of the 103 chambers have been installed at the SDI field

### Programme Risk

- Inaccuracies and oversights in SDI and Membrane design resulting in contract delays and variations
- Covid 19 escalations within New Zealand and new strains world wide

## Master programme dates

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

At the membrane site two high consequence incidences occurred during the first four weeks of the project. Since November there has been no additional incidents on this site, with a well presented back to work forum given to all site staff recommencing work on the Membrane site following their Christmas break.

The site has now progressed to Civil works which sees the earthworks to raise the three existing ponds to obtain the 15,000m3 storage buffer as required by the SDI discharge consent conditions, these works are expected to take up to 10 weeks to completed.

As the concrete floor of the Membrane building was poured in the last week of December, this curing time has enabled the steel portals to be installed and the building cladding to commence on time, this will see the building water tight by mid-February and the electrical / mechanical fit out commence.

As a large amount of the civil works underground have been either completed or started, the risk exposure to the Southland District Council has now dramatically reduced.

No reported Covid 19 delays have been reported for the Membrane plant that could incur financial implications.

#### Package 4b SDI Field

The Kepler SDI field works are currently tracking slightly ahead of programme due to additional resources being provided on site. However, the contractor failed to have the concrete pad for the building poured prior to Christmas break and this the programme is now 3 weeks behind schedule, this delay will be recovered with additional resources and is not yet on the projects critical path.

A major milestone was achieved in mid-January 2021 with the confirmation by Fulton Hogan that the SDI dripper line has been dispatched and is currently in transit and is expected into a South Island port in early February, where the containers will be de-vanned and transported to site to be stored for approximately 8 – 10 weeks until installation can occur.

As approximately 55% of all pipelines are now installed on the SDI field, work has now commenced with the installation of 7 out of 104 concrete chambers. All underground works are due to be completed by mid-March, weather permitting.

Supply issues for some hardware components has been identified and the Council staff have increased their focus on monitoring potential delays through weekly meetings with Fulton Hogan site management staff and will provide updates as they become apparent.

#### Pasture Management

The second cut and carry operation was completed in late December 2020 and yielded 1295 bales. This is an increase of 800 bales over the first cut and exceeded the predicted yield of 1000 bales by the baling contractor.

There are plans for two further cuts this season, the third is programmed for mid-February and the fourth will be completed in conjunction with the dripper line installation. Yields for the final cut will be disrupted as timing will not be optimised for grass growth, but more focused around ground conditions for the dripper line installation.

#### Package 5 Professional fees

Professional fees are ongoing throughout the project delivery. With the design portion of the project nearing completion, Stantec have been requested to provide a task completion report included a final forecast cost to complete. This report will enable the Southland District Council to choose and prioritise the remaining tasks in conjunction with costs and benefits to the project.

#### Package 6 Consents

The Upukerora discharge consent application has been submitted to and accepted by Environment Southland. In November, Environment Southland asked for three additional affected party approvals – the Slees' and Public Health South have provided their written approval and we are currently awaiting sign off from Te Runanga o Ngai Tahu.

### Project financials

The following tables covers the key 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	\$5,330,653.29	\$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	\$3,372,503.11	\$8,410,982.80
Package 4b (SDI Field)	\$5,266,362.00	\$1,163,559.40	\$5,066,636.74
Package 5 (Professional Fees)	\$2,375,956.00	\$3,063,843.44	\$3,328,943.44
Package 6 (Consents)	\$600,000.00	\$994,166.71	\$1,052,866.71
General work item	\$200,000.00	\$87,735.74	\$90769.78
Construction Contingency	\$2,739,357.50		
<b>Totals</b>	<b>\$27,019,939</b>	<b>\$14,946,301.57</b>	<b>\$25,191,804.14</b>

## 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
<b>Undefined and unidentified scope within SDI and Membrane contracts</b>	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
<b>Covid 19</b>	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
<b>Upukerora Consent Extension</b>	Consent being notified and 3 year extension not granted	Approvals from affected parties submitted to ES, constant communication with ES
<b>Pasture damage at Kepler farm</b>	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
<b>Competing objectives in the development of Control Narrative</b>	<ul style="list-style-type: none"> <li>Time and money spent trying too hard to keep all stakeholders happy.</li> <li>Overly complex programming</li> <li>Delay to completion of programming of PLC and programming.</li> </ul>	<ul style="list-style-type: none"> <li>Control HAZOP (CHAZOP) workshops so that competing objectives can be resolved.</li> </ul>
<b>Control programming commences before philosophy locked in.</b>	<ul style="list-style-type: none"> <li>Wasted programming effort due to subsequent changes.</li> </ul>	<ul style="list-style-type: none"> <li>HAZOP workshops.</li> <li>Stakeholders to clearly understand signoff implications for Narrative.</li> </ul>
<b>Timely response to Contractor design submissions (repeated due to relevance for next period).</b>	<ul style="list-style-type: none"> <li>Delay in response, with potential effect on project time or cost.</li> <li>Lesser outcomes if too late to make any changes.</li> </ul>	<ul style="list-style-type: none"> <li>Contractors to provide schedule/timetable of design submissions.</li> <li>Reserve time for reviews.</li> </ul>

## Road Operations - December 2020

Record No: R/20/12/73187  
Author: Rob Hayes, Roding 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 the necessary context to the 2020/21 budget.

### Executive summary

- 2 WSP have completed 172 bridges inspections to date. Inspection results have generally been consistent with our current data to date with only Dipton Mossburn Road bridge No. 4 requiring a posting reduction.
- 3 Maintenance spend across the three contracts totalled \$6.4M to the end of December.
- 4 Flood repair work on Mclean Road is on hold pending the outcome of the resource consent application. The design is completed and the resource consent lodged with Environment Southland. We are programming physical work in March.
- 5 Flood repair work on Ellis Road rehabilitation also remains on hold until Environment Southland complete flood protection works in the area.
- 6 Customer Satisfaction; 77 Requests for Service (RFS), across the three Alliance contracts were received in October, compared to 99 in 2019/20, a decrease of 22 or 22%.
- 7 In relation to health and safety; 19 contractor safety audits were completed during December and 21 near misses were reported.
- 8 Activity performance:
  - metalling, 26,799m<sup>3</sup> (48%) has been placed by the end of December of a total 2020/21 budget of 55,967m<sup>3</sup>
  - grading, 6445km (47%) has been graded by the end of December 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 and approximately 50% complete prior to the Christmas break.
- 10 Package 2: Central Area Rehabilitations with sections on Otatau Nightcaps Road, Argyle Otahuti and Fairfax Isla Bank Roads has been awarded to The Roding Company. Construction is programmed to start in January.

- 11 Package 3: Otapiri Gorge Road Rehabilitation has been awarded to The Roding Company. Construction was approximately 20% complete prior to the Christmas break.

Package 4: Tokanui Gorge Road Highway is ready to tender next financial year 2021/22.

Fortrose Otara Road seal widening has been awarded to The Roding Company. Construction was approximately 30% complete prior to the Christmas break.

### **Resurfacing**

- 12 The resealing programme is 10% complete with poor weather contribution to a slow start to the season.

### **Pavement marking**

- 13 Downer are behind on programme and we are currently working with them to ensure they meet programme before the end of the season.
- 14 Stewart Island marking is nearing completion with only the thermoplastic marking (high wear areas) to be completed.

### **Bridges**

- 15 Downer have Horton Road, Tussock Creek to complete the Southern Design and Build package.
- 16 SouthRoads have completed 6 bridge installations on the Northern Southland design and build package. These are at Dunrobin, Biggar, Fortune, Bruce, Kingsbury and Argyle Roads leaving four bridges to complete.
- 17 Options for replacement of Dipton Mossburn Road bridge No. 4 have been provided in a separate report.





*The new bridge under construction at Argyle Road*





*The completed bridge under construction at Bruce Road*



*The first 1km section of Balfour Ardlussa Road rehabilitation ready for sealing*

## Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Road Operations - December 2020” dated 2 February 2021.**

## Attachments

- A Waimea Alliance December 2020 [↓](#)
- B Central Alliance December 2020 [↓](#)
- C Foveaux Alliance December 2020 [↓](#)
- D SouthRoads Health and Safety Report - December 2020 [↓](#)
- E Fulton Hogan Health and Safety report December 2020 [↓](#)





# Waimea Alliance - Summary Report December 2020



## CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	Dec-20	YTD
General Requests for Road Service (RFS's)	22	170
Road Service Requests completed on time	20	144
Road Service Requests completed on time %	91%	85%

## HEALTH AND SAFETY

	Dec-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	1
Near Hits Reported (pass/fail <5)	6	40
Site Safety & Traffic Management Audits completed (pass/fail <5)	6	39
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%	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%
<b>Overall Score</b>	<b>100%</b>	<b>96%</b>

## IDENTIFIED RISK & STRATEGY UPDATE

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

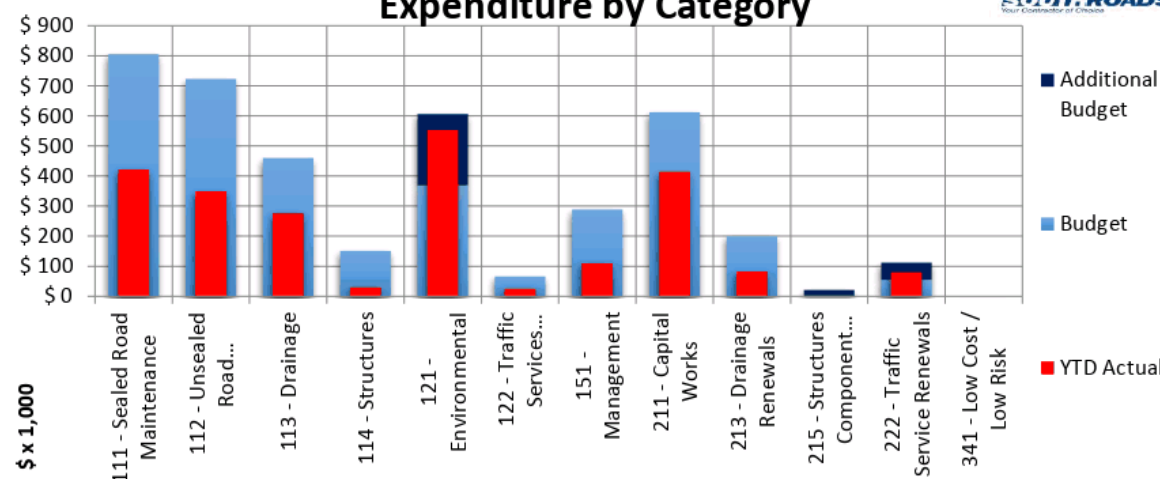
A rather settled month of weather excluding the 11th of December when we had snow down to road level affecting both the Gorge Hill and the Jollies Hill. No action was required from our end but the air was certainly cooler for a couple of days afterwards. The rest of the months weather has been warm and windy.

Again, a quieter month in the Waimea alliance with mainly just cyclic activities happening around the network along with our drainage crew. The Premix Crew have come back onto the Network to work on roads we don't often get to due to us always working on Pre Reseal Repairs. I have put them on the Riversdale Waikaia Road which was overdue for some edge break repairs. They have then moved onto the Nine Mile Road and have then finished up for the year.

The Stabi crew have come back into the Waimea Contract to complete all of the 21/22 Pre Reseal repairs. The drainage crew have completed all of their programmed work in the Tuatapere and Te Anau areas and have parked up in Mossburn for over the break and will start on Waddell Road unsealed water channel cleaning prior to logging operations in mid January.

Works on hold in the contract are Ellis Road and McLean Road which will go ahead in the new year. I would like to wish everyone a Merry Christmas and a safe and prosperous New Year.

## Expenditure by Category



SOUTHROADS  
Your Contractor of Choice

■ Additional Budget  
■ Budget  
■ YTD Actual

■ YTD Actual

■ YTD Actual

■ YTD Actual

■ YTD Actual

■ YTD Actual

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■ YTD Actual

## ALLIANCE EFFECTIVENESS & EFFICIENCY

Sealed Network Achievement of Programme - 2021/22 Pre-Reseal Repairs					
Activity	21/22 Repairs	Dec-20	YTD	Remaining	% Completed
Depressions (m2)	-	-	-	-	0%
Edge Breaks (m)	-	-	-	-	0%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	-	-	-	-	0%
Sites	76	-	-	76	0%
Kilometres	42	-	-	42	0%

Unsealed Network Achievement of Programme					
Activity	Budget	Dec-20	YTD	Remaining	% Completed
Metalling (m3)	19,500	-	12,281	7,219	63%
Grading (KM)	4,629	296	2,303	2,326	50%

Structures - Maintenance - Joint Alliances					
Activity	Quantity	Dec-20	YTD	Remaining	% Completed
Consultants List	-	-	-	-	0%
Bridge Inspections	833	-	-	833	0%

## FINANCIAL COMMENTARY

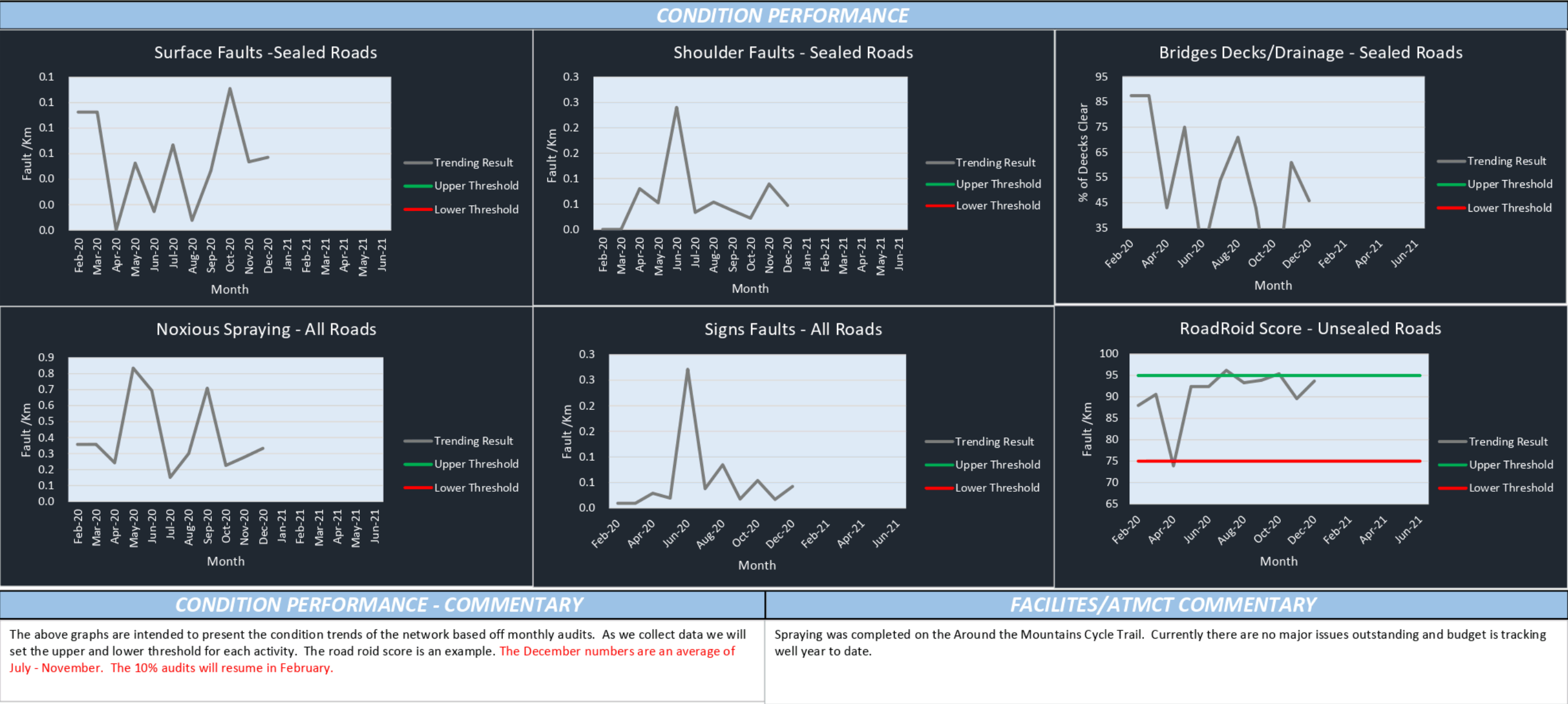
Currently there are no major area's of concern financially within the Alliance.

  
Waimea 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	\$ 356,690	\$ 295,823	\$ 267,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 2,350,591	\$ 810,000	\$ 1,134,910	\$ 1,418,910	\$ 1,705,259	\$ 2,084,240	\$ 2,350,591	\$ 2,535,591	\$ 2,730,591	\$ 2,930,591	\$ 3,135,591	\$ 3,395,591	\$ 3,812,603
Actual Claim YTD	\$ 2,455,063	\$ 869,647	\$ 1,150,098	\$ 1,534,871	\$ 1,891,562	\$ 2,187,385	\$ 2,455,063	\$ 2,455,063	\$ 2,455,063	\$ 2,455,063	\$ 2,455,063	\$ 2,455,063	\$ 2,455,063
Variance YTD	-\$ 104,472	\$ 319,175											

Additional funds provided





## Central Alliance - Summary Report December 2020



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Dec-20	YTD
General Requests for Road Service (RFS's)	34	432
Road Service Requests completed on time	33	402
Road Service Requests completed on time %	97%	93%

HEALTH AND SAFETY		
	Dec-20	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	11	46
Site Safety & Traffic Management Audits completed (pass/fail <5)	5	40
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	1

PERFORMANCE SCORECARD		
KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	7.5%
Customer and Community Governance	10%	10%
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%
<b>Overall Score</b>	<b>100%</b>	<b>97%</b>

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.	

RFS's for December have been largely quiet compared to previous months where we are normally averaging 80 calls per month. This has given the crews an opportunity to complete the majority of works related to RFS's pre Christmas.

December saw a mixed bag weather wise with strong winds, rain and the odd sunny day.

We have completed the second round of mowing and are already into the third with growing conditions favourable at the moment.

The major project pre Christmas was the sealing and installation of signs to the new bridge approaches to the Bailey Bridge that has been installed on Dipton Mossburn Road.

2021/2022 Pre Reseal Repairs have been marked up and we plan on getting stuck into these in February. Both the OGEM crew and Stabi crew were based in Waimea for December.

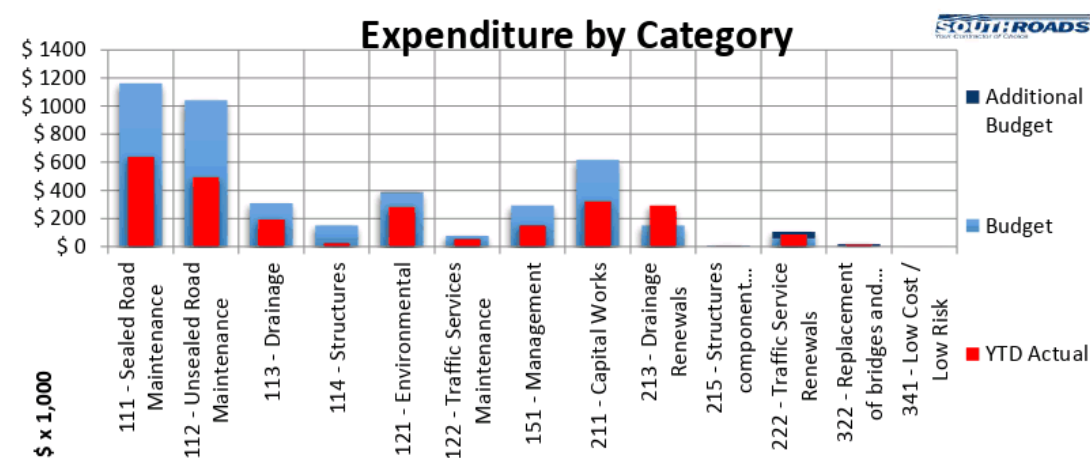
Logging trucks have continued to cause issues on Hall Road where we have completed 3 large digouts and water tabling / drainage works, the road was graded just prior to staff finishing for the year. Logging is expected to be completed by the end of January which will please the residents.

Staff now have a well earned break and return on the 11th January.

ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2021/22 Pre-Reseal Repairs					
Activity	21/22 Repairs	Dec-20	YTD	Remaining	% Completed
Depressions (m2)	11,392	-	-	11,392	0%
Edge Breaks (m)	6,856	-	-	6,856	0%
Dig Outs (m2)	5	-	-	5	0%
Stabilising (m2)	1,096	-	-	1,096	0%
Sites	80	-	-	80	0%
Kilometres	60	-	-	60	0%
Unsealed Network Achievement of Programme					
Activity	Budget	Dec-20	YTD	Remaining	% Completed
Metalling (m3)	14,160	-	8,528	5,632	60%
Grading (KM)	4,629	299	2,216	2,413	48%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Dec-20	YTD	Remaining	% Completed
Consultants List	0	0	0	0	0%
Bridge Inspections	833	0	0	833	0%

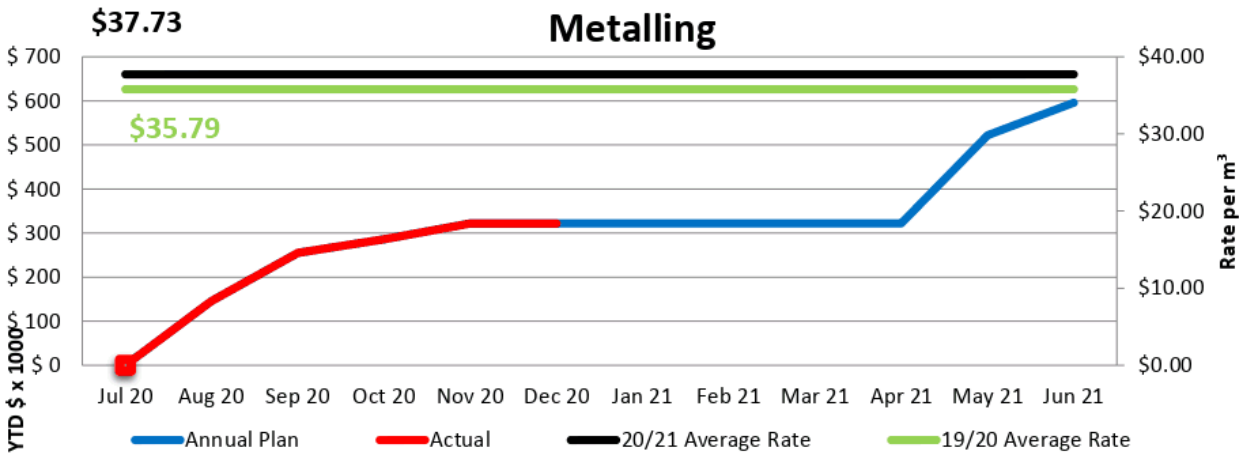
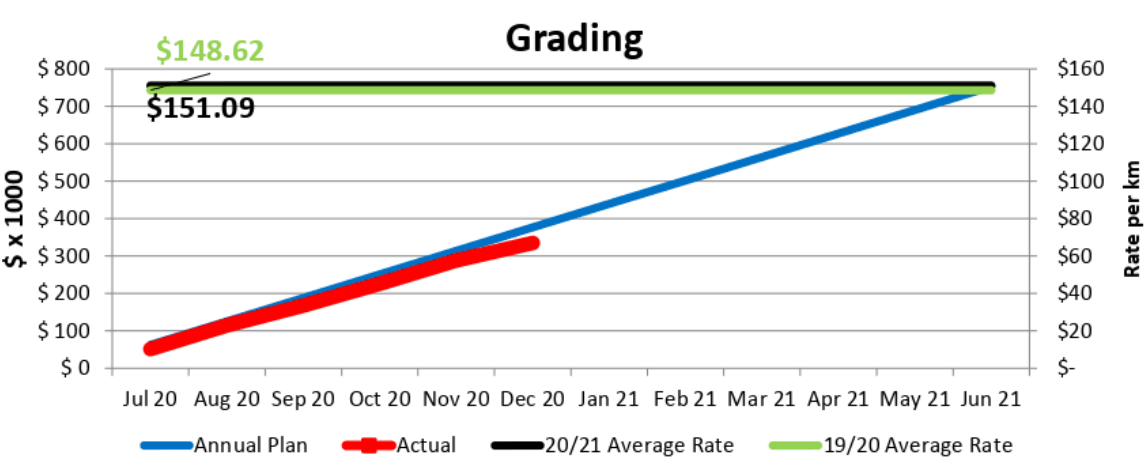
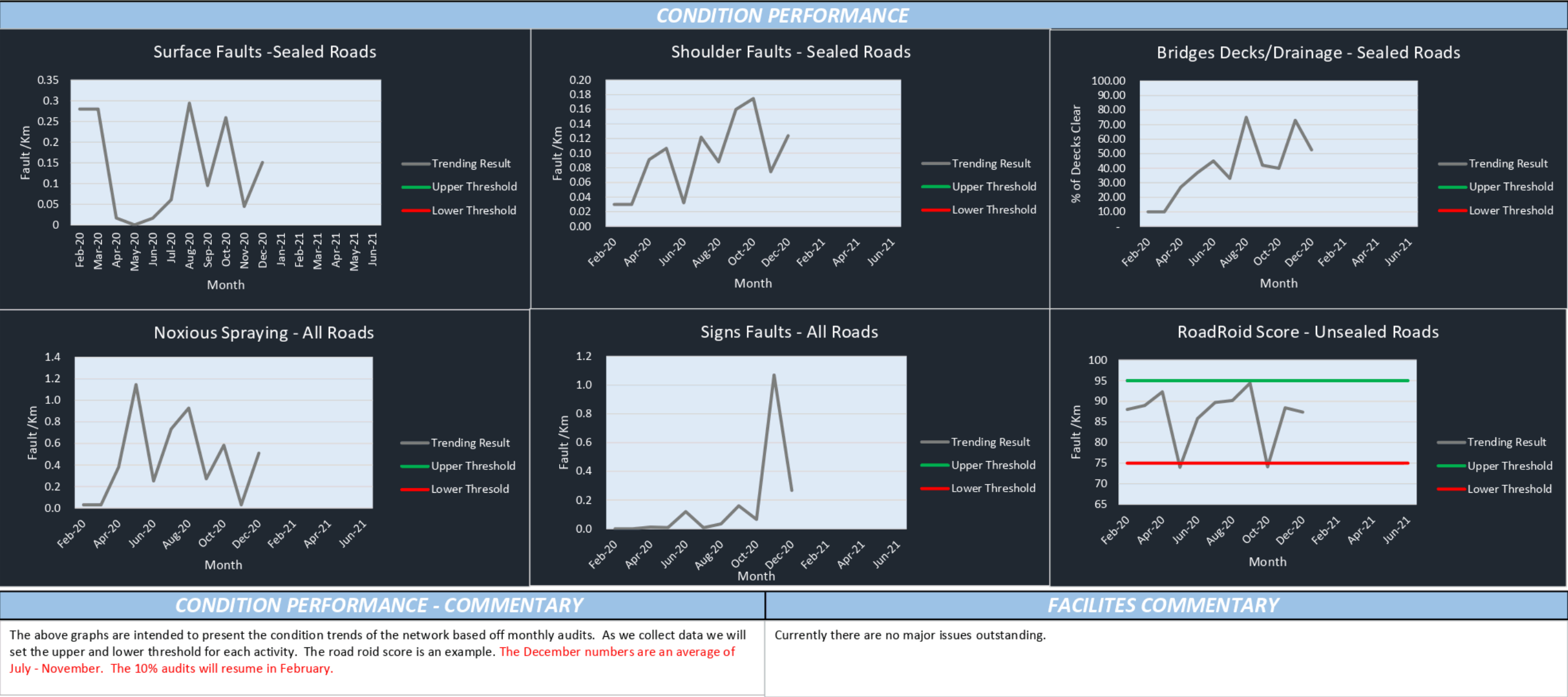
### FINANCIAL COMMENTARY

The year has begun and already we have seen some large drainage work being undertaken. December and January are historically months where a reduced spend occurs. A review of finances will occur in December with a forecast prepared for the remaining 6 months.

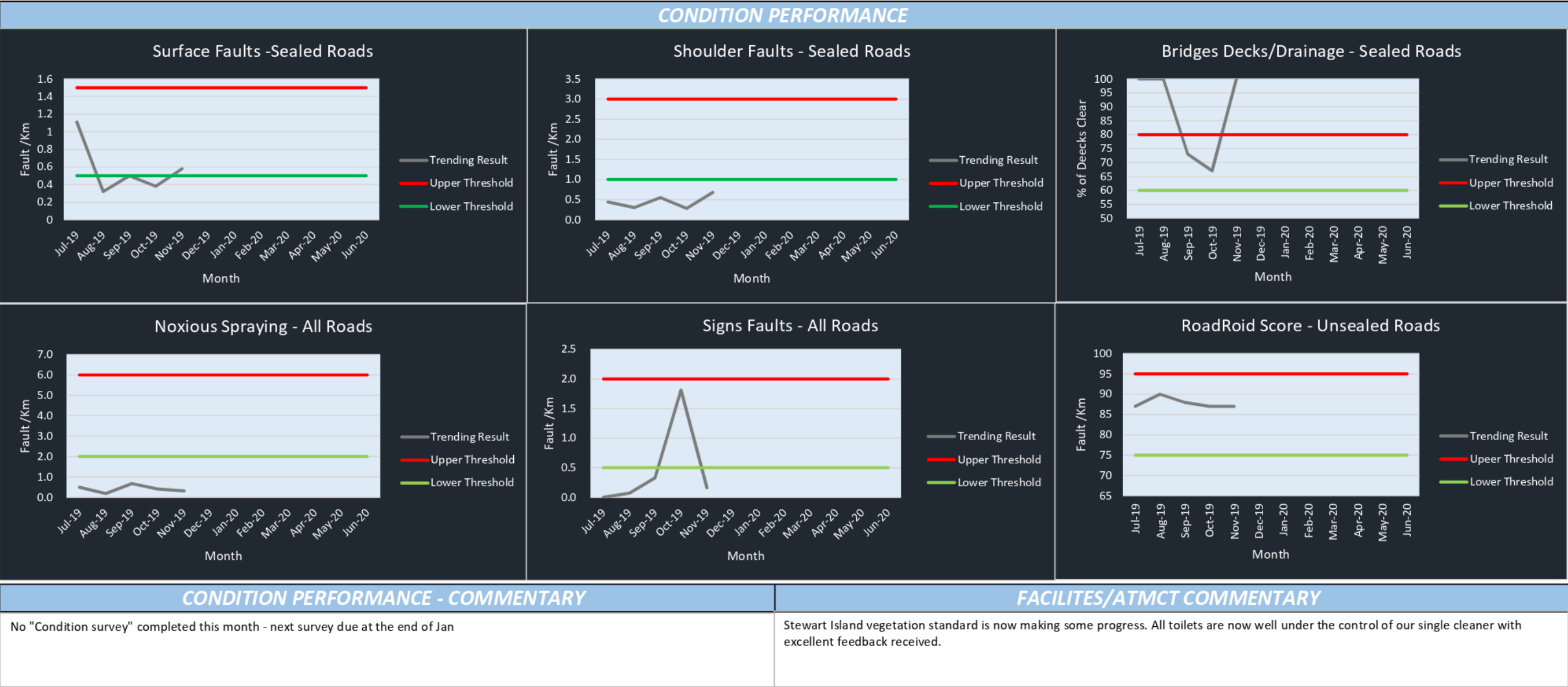


FINANCIAL SUMMARY - Roading													
	Annual \$	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	\$ 4,045,609	\$ 521,818	\$ 488,323	\$ 376,493	\$ 275,003	\$ 287,503	\$ 246,425	\$ 246,425	\$ 275,003	\$ 275,003	\$ 246,425	\$ 376,493	\$ 430,695
Actual Claim		\$ 529,267	\$ 560,361	\$ 377,698	\$ 362,092	\$ 475,316	\$ 247,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Year to Date Budget	\$ 2,266,023	\$ 526,899	\$ 1,050,892	\$ 1,437,379	\$ 1,712,657	\$ 2,003,172	\$ 2,266,023	\$ 2,512,448	\$ 2,787,451	\$ 3,062,454	\$ 3,308,879	\$ 3,685,372	\$ 4,116,067
Actual Claim YTD	\$ 2,552,228	\$ 529,267	\$ 1,089,628	\$ 1,467,326	\$ 1,829,418	\$ 2,304,734	\$ 2,552,228	\$ 2,552,228	\$ 2,552,228	\$ 2,552,228	\$ 2,552,228	\$ 2,552,228	\$ 2,552,228
Variance YTD	-\$ 286,206	Additional Funds	\$ 70,458										






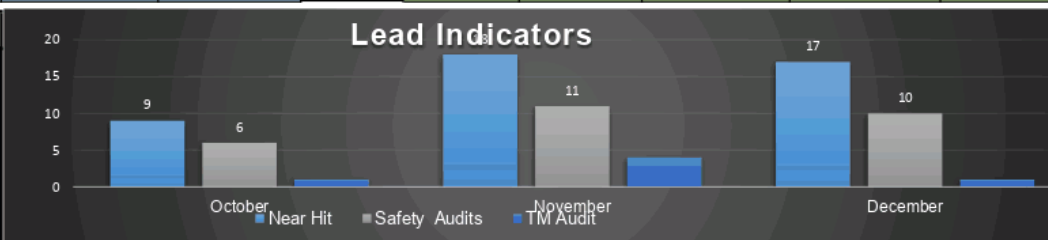






		SDC / ICC MAINTENANCE SAFETY PERFORMANCE AND STATISTICS - 20/21															
		Lag Indicators									Lead Indicators						
Hours Worked		TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party	Total	Near Hit	Safety Audits	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	36,915	27.1	10	1	0	27.1	0.0	31	2	44	84	66	14	Weekly	164		
2020-21	Hours Worked	Month	TRIFR	Discomfort Pain 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	2	0	0	0.0	0.0	10	1	13	July	13	12	2	Weekly	27
	6,229	August	0.0	1	0	0	0.0	0.0	3	0	4	August	12	12	2	Weekly	26
	6,159	September	0.0	1	0	0	0.0	0.0	5	0	6	September	15	15	4	Weekly	34
	6,158	October	164.4	1	1	0	164.4	0.0	6	1	9	October	9	6	1	Weekly	16
	6,557	November	0.0	2	0	0	0.0	0.0	5	0	7	November	18	11	4	Weekly	33
	5,152	December	0.0	3	0	0	0.0	0.0	2	0	5	December	17	10	1	Weekly	28
COMMENTARY																	
With a shorter month for staff it is pleasing that we are still getting near hits reported and that safety audits are being completed. Once again a large portion of these near hits are from other road users. The last week of the year for staff saw a push for non critical staff to complete competencies and evaluations. On the 11th January we will be holding a Tool box meeting for staff to begin the new year.																	
INCIDENT REGISTER																	
Incident	Description				Event Type	Reporting Line	Investigation Status										
2/12/2020	Passed on double yellow line				Near Hit	Central	Closed										
3/12/2020	Car passing with oncoming traffic				Near Hit	Central	Closed										
3/12/2020	Tree trimming with no traffic management				Near Hit	Central	Closed										
3/12/2020	Bailage contractors not stopping down bailage				Near Hit	Central	Closed										
3/12/2020	Car pulling out of West Plains Road from the Stop sign and not giving way				Near Hit	Central	Closed										
3/12/2020	Tree limbs brushed Operators arm when cut with chainsaw.				Near Hit	Central	Closed										
4/12/2020	School bus pulled out in front of Operator				Near Hit	Waimea	Closed										
8/12/2020	Operator turned and tweaked neck				Incident	Central	Closed										
8/12/2020	Broke mirror on Digger				Incident	Central	Closed										
9/12/2020	Sheep loose on SH6				Near Hit	Central	Closed										
9/12/2020	Hit ducks while driving				Near Hit	Central	Closed										
10/12/2020	Truck speeding into Winton				Near Hit	Central	Closed										
10/12/2020	Pulled Muscle while using a sledge hammer				Incident	Central	Closed										
11/12/2020	Nearly backed into someone				Near Hit	Waimea	Closed										
11/12/2020	Car in front stopped suddenly so nearly rear ended				Near Hit	Waimea	Closed										
13/12/2020	Operator got stung by a bee				Incident	Central	Closed										
15/12/2020	Operator was passed on the outside while intending to turn right				Near Hit	Central	Closed										
15/12/2020	Truck 248 smashed wing mirrors on truck 257				Incident	Waimea	Awaiting Simple Investigation										
17/12/2020	Nearly hit tractor head on				Near Hit	Waimea	Closed										
18/12/2020	Almost hit hawk				Near Hit	Waimea	Closed										
18/12/2020	Dust on gravel roads causing visibility issues				Near Hit	Waimea	Closed										
21/12/2020	Car pulled out of Mitre10 - Evasive action required				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 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



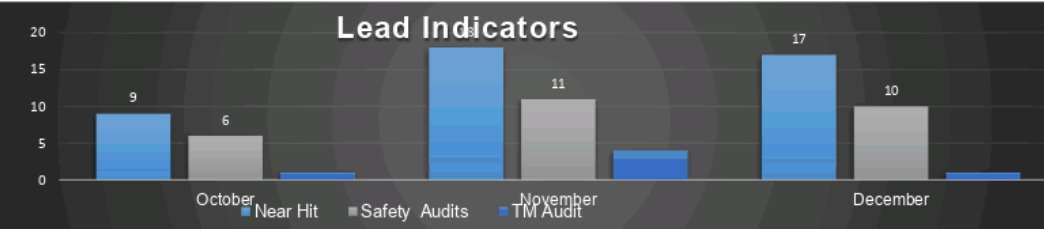
Month	Near Hit	Safety Audits	TM Audit
October	9	6	1
November	11	4	1
December	17	10	1

### Incident Alert 153 – Battery Explosion During Jumpstarting

Two recent incidents have occurred in the group where a battery has exploded during attempts to jumpstart a vehicle. Both have been significant explosions resulting in fragments and some acid being ejected from the battery. One incident involved the use of jumper cables while the other involved use of a battery pack. While there were some specific findings of the cause in each case, there are some general learnings that need to be applied across the HWR group companies.



- Only trained and competent staff are to jump start vehicles. Training is to be delivered by a certified auto electrician only.
- Where a jump start is not a standard re-start, an auto electrician should be called to complete the re-start.
- Always wear your PPE safety glasses & gloves if you are one of the trained people completing this task.



#### Incident Alert 153 – Battery Explosion During Jumpstarting

Two recent incidents have occurred in the group where a battery has exploded during attempts to jumpstart a vehicle. Both have been significant explosions resulting in fragments and some acid being ejected from the battery. One incident involved the use of jumper cables while the other involved use of a battery pack. While there were some specific findings of the cause in each case, there are some general learnings that need to be applied across the HWR group companies.



#### Key learnings:

- Only trained and competent staff are to jump start vehicles. Training is to be delivered by a certified auto electrician only.
- Where a jump start is not a standard re-start, an auto electrician should be called to complete the re-start.
- Always wear your PPE safety glasses & gloves if you are one of the trained people completing this task.

**SHARP**



# 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	76,018.14	10,337.10	13,250.35	13,210.75	16,038.94	12,322.75	10,858.25						
Hours Worked - Foveaux	12,369.95	2,004	1,911.25	2,047.25	2,221.70	2,204.00	1,981.75						
TRIFR – Regional (Total Recordable Injury Frequency Rate)	0	6.0	6.0	5.3	5.2	0	0						
LTI (Lost time Injury) Regional	0	0	0	0	0	0	0						
MTC(Medical Treatment Case) Regional	0	0	0	0	0	0	0						
MTC(Medical Treatment Case) Foveaux	0	0	0	0	0	0	0						
FAC First Aid Case) Regional	1	0	0	0	0	0	1						
FAC (First Aid Case) Foveaux	0	0	0	0	0	0	0						
NEAR MISS – Regional	25	9	2	7	0	3	4						
SITE AUDIT VISITS (Pass/Fail)	0	1	0	1	1	0	0						
Worksafe Site Visits - Regional	0	0	0	0	0	0	0						
Leadership Safety Actions Completed	50	6	11	8	8	9	8						

### OFI / Near Miss for Foveaux

Type	Date	Detailed description
Incident	2/11/20	Door on graver hit by wind while grader was in use swung shut clipping mirror and breaking glass
Improvement	3/12/20	Trees on corner of Chesney Street and Tramway Road south east side require trimming. When turning on to Tramway road , approaching intersection ,it is very hard to see traffic coming down hill .I see this as a safety issue, especially when in truck and or have broom on front very poor visibility.
Near Miss	11/12/20	While having the mole board of the grader outside the grader to change the blades the side shift bolts broke and the hole lot hit the ground, this happened right in the middle of lifting one of the blades on.



### Safety and Quality Team Commentary

Unfortunately, an incident occurred with-in the Foveaux Alliance contract with a Fulton Hogan employee that resulted in a FAI to that employee and for the Company. The employee had stepped back from removing a chain/strop from an excavator bucket and fell into an unseen/hidden hole in the ground. This incident had the potential to be a whole lot worse for the employee involved but fortunately, in this case it was not. The response by the FH employee working with the injured person and a farm machinery contractor working nearby was exceptional and both men have been commended for their response in this situation, as it was the type of incident that you could not plan for.

In closing out 2020 we look forward 2021 after what we all know has been a testing and scary time for us all. It should not be taken for granted with what has been and is happening around the World at present, and that we are exceptionally lucky to live in New Zealand and particularly so Southland. In regards to Health & Safety and the Foveaux team this year, it has been a great effort by all that will continue and improve going forward.

## 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	94	72	8						
Hours in Training - Foveaux	52	36	8	8	8	0	0						

### Training Courses Completed in December

Training Courses Completed in December	Training Completed 2020/2021
TC Traffic Control	<div> First Aid New &amp; Refresher Courses  Locating and Protecting Underground Services  Forklift OSH Refresher, Asbestos Awareness  Envirowise, Growsafe &amp; STMS  Elevated Work Platform </div> <div> Living Safely Stay Safe ,Rural Fire Training  First Aid Training , Fire Warden Training  Concrete Saw ,Efficient Compaction  Construct Safe </div>



## 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 Dipton Mossburn Road bridge No. 4 replacement options

C8.2 Footpath Renewal Programme 2020/21

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
Dipton Mossburn Road bridge No. 4 replacement options	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.
Footpath Renewal Programme 2020/21	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.