



Notice is hereby given that an Ordinary Meeting of Southland District Council will be held on:

Date: Wednesday, 19 May 2021
Time: 9am
Meeting Room: Council Chamber
Venue: Level 2
20 Don Street
Invercargill

Council Agenda OPEN

MEMBERSHIP

Mayor	Mayor Gary Tong
Deputy Mayor	Ebel Kremer
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

Chief Executive	Cameron McIntosh
Committee Advisor	Fiona Dunlop

Contact Telephone: 0800 732 732
Postal Address: PO Box 903, Invercargill 9840
Email: emailsdc@southlanddc.govt.nz
Website: www.southlanddc.govt.nz

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.

Health and Safety – Emergency Procedures

Toilets – The toilets are located outside of the Chamber, directly down the hall on the right.

Evacuation – Should there be an evacuation for any reason please exit down the stairwell to the assembly point, which is the entrance to the carpark on Spey Street. Please do not use the lift.

Earthquake – Drop, cover and hold applies in this situation and, if necessary, once the shaking has stopped we will evacuate down the stairwell without using the lift, meeting again in the carpark on Spey Street.

Phones – Please turn your mobile devices to silent mode.

Recording - These proceedings are being recorded for the purpose of live video, both live streaming and downloading. By remaining in this meeting, you are consenting to being filmed for viewing by the public.

Covid QR code – Please remember to scan the Covid Tracer QR code.

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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

Councillors are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a councillor 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 Council 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 Council Minutes

6.1 Meeting minutes of Council, 27 April 2021 and 5 May 2021

Building Code Update - Consultation Submission 2021

Record No: R/21/4/20060
Author: Julie Conradi, Manager Building Solutions
Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision

☐ Recommendation

☐ Information

Purpose

- 1 This report presents a draft submission for Council's consideration. Submissions are due to the Ministry of Business, Innovation and Employment (MBIE) by 28 May 2021.

Executive Summary

- 2 The Government is consulting on how and when to make changes to the Building Code sections H1 (energy efficiency), G7 (Natural Light) and E2 (External Moisture) as well as their Building Code operating protocols.
- 3 The intention of these changes are for warmer, dryer houses across New Zealand and attaining the New Zealand target of the country being Carbon Zero by 2050. The draft submission in this report is presented for Council's consideration.

Recommendation

That the Council:

- a) **Receives the report titled "Building Code Update - Consultation Submission 2021"** dated 10 May 2021.
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to authorise that the Manager Building Solutions forward the submission (attachment A of the report), with any amendments agreed by the meeting

Background

- 4 The "Climate Change Response (Zero Carbon) Amendment Act 2019" was assented and effective from 13 November 2019. The Ministry of Business, Innovation and Employment (MBIE) have in turn created the "Building for Climate Change Programme" to drive transformation, provide the tools the Sector needs to meet the new challenges and establish a system that will deliver lasting change.

- 5 A recent piece of research commissioned by the Sector (Thinkstep, 2018) estimated that the building industry contributes around 20% of New Zealand's greenhouse gas emissions, taking into account all the material used by the Sector. Without lasting change in the Building Sector it is believed that New Zealand may not reach its zero carbon target.
- 6 At the heart of the work to create lasting change will be two frameworks that will work together to reduce emissions:
- **Transforming operational efficiency** - focusing on operational efficiency of buildings (using less renewable and non-renewable energy, using less water and improving the air quality and temperature)
 - **Reducing whole of life embodied carbon** - to reduce the amount of greenhouse gas emissions generated by building materials, construction processes and disposal of materials (known as whole of life embodied carbon).
- 7 There are three proposed updates to the Building Code proposed as part of this transition in 2022, 2026 and 2030 which intend to restrict fossil fuel combustion in new buildings by 2026 and eliminate their use in new buildings by 2030. This consultation submission relates to changes to be introduced in 2022.
- 8 The impacts of this long-term significant change to our communities (both residential and business) in the Southland District will likely include increased costs for new builds, zero carbon building certification / rated buildings and improved community health and wellbeing as our building stock moves towards warmer and drier designs.
- 9 It is essential that Council take the time to review and identify the impacts of proposed change to the community and provide guidance to government on timeframes for change to be implemented that are realistic and achievable for our communities.

ISSUES

- 10 The issues in the consultation document and the draft submission are summarised here, the authors views expressed in the submission in (brackets):
- **Energy efficiency for housing and small buildings** – Do you support the proposed changes? What sort of alignment to international standards should be implemented and in what timeframe? (Yes, though support is conditional on thorough education to designers and manufacturers. We should aim for comparable to international standards, transitioning over 36 months or more, progressively phasing from lower climate zones to higher climate zones – refer Attachment B for proposed climate change zones specified).
 - **Energy efficiency for large buildings** – Do you support the proposed changes? What target should be set and how quickly should this change come into effect? (Yes, support is conditional on thorough education to designers and manufacturers. We recommend 20% reduction in energy use for heating and cooling commencing in 24 months).
 - **Energy efficiency for heating, ventilation, and air conditioning (HVAC) systems in commercial buildings** - Do you support the proposed changes? Do you think the proposed Verification Method H1/VM3 covers all important aspects of energy efficiency of HVAC systems in commercial buildings? (Yes, as energy efficiency of buildings in the

commercial space will have a greater positive impact on climate change than smaller buildings and will also reduce operating costs).

- **Natural light for higher-density housing** – Do you support the proposed changes? Should G7/VM1 be amended over 12 months and what impacts would your business have from this change? (Yes, as the previous version was minimal making it difficult to regulate. There will be very little impact to our District and our local government functions as the G7 changes are focused more on built up areas).
- **Weathertightness testing for higher-density housing** – Do you support issuing the new edition of E2/VM2? What impacts would this have on your business? (No Preference - This would not overly impact this District. Alignment between BRANZ method and Building Code gives a compliance path for designers).
- **Standards referenced in B1 Structure** – Do you support the amendment & for what reason? What impacts would you experience? (Yes, as referenced standards will be more in alignment with current industry practices and minimal impact would be felt by our community).
- **Editorial changes to Acceptable Solution B1/AS1** – Do you support the amendment of B1/AS1? (No Preference as this is a general text / formatting update).
- **Building Code Operating protocols** – Do you agree with the proposed criteria for referencing a standard in the Building Code System and proposed criteria for a tier status of standards? (Yes, as this change will create better clarity for compliance and make it easier for the industry to comply with the code. The tier structure is how we want the Building Code to operate / perform. It is creating the outcome of safe buildings in New Zealand).

Factors to Consider

Legal and Statutory Requirements

- 11 There are no considerations in making a submission.

Community Views

- 12 This MBIE consultation is open to the public.

Costs and Funding

- 13 Outside of time to prepare this submission there are no costs associated with this submission.

Policy Implications

- 14 Changes to the Building Code relating to New Zealand's carbon zero by 2050 target may result in new Council policies being created in the future. No new policies are being proposed at this stage.

Analysis

Options Considered

Option 1 – Submit a submission, with any amendments seen fit

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Council's views may be considered by the Government	<ul style="list-style-type: none">• None

Option 2 – Do not submit

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• Lost opportunity

Assessment of Significance

15 Not significant

Recommended Option

16 Option 1

Next Steps

17 The submission will be forwarded to MBIE.

Attachments

- A Submission form for Building Code Consultation 2021 [↓](#)
- B Existing vs Proposed Climate Change Zones Diagram [↓](#)

**BUILDING
PERFORMANCE**

Consultation submission form

Building Code update 2021

Building Code operating protocols

 **MINISTRY OF BUSINESS,
INNOVATION & EMPLOYMENT**
HŌKINA WHAKATUTUKI

New Zealand Government

CONSULTATION SUBMISSION FORM 2021

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CONSULTATION SUBMISSION FORM 2021

How to submit this form**How to submit this form**

This form is used to provide feedback on proposals found within the consultation documents:

- › Building Code update 2021 – Issuing and amending acceptable solutions and verification methods
- › Building Code operating protocols – Referencing standards and a tier framework to support standards in the Building Code system

When completing this submission form, please provide comments and reasons explaining your choices. Your feedback provides valuable information and informs decisions about the proposals.

You can submit this form by 5pm, Friday 28 May 2021 by:

- › email: buildingfeedback@mbie.govt.nz, with subject line Building Code consultation 2021
- › post to: Ministry of Business, Innovation and Employment, 15 Stout Street, Wellington 6011
or: Ministry of Business, Innovation and Employment, PO Box 1473, Wellington 6140

Your feedback will contribute to further development of the Building Code. It will also become official information, which means it may be requested under the Official Information Act 1982 (OIA).

The OIA specifies that information is to be made available upon request unless there are sufficient grounds for withholding it. If we receive a request, we cannot guarantee that feedback you provide us will not be made public. Any decision to withhold information requested under the OIA is reviewable by the Ombudsman.

CONSULTATION SUBMISSION FORM 2021

Submitter information

Submitter information

MBIE would appreciate if you would provide some information about yourself. If you choose to provide information in the "About you" section below it will be used to help MBIE understand the impact of our proposals on different occupational groups. Any information you provide will be stored securely.

A. About you

Name: Julie Conradi

Email address: Julie.conradi@southlanddc.govt.nz

B. Are you happy for MBIE to contact you if we have questions about your submission?

☒ Yes

☐ No

C. Are you making this submission on behalf of a business or organisation??

☒ Yes

☐ No

If yes, please tell us the title of your company/organisation.

Southland District Council

D. The best way to describe your role is:

☐ Architect

☐ Engineer (please specify below)

☒ BCA/Building Consent Officer

☐ Residential building owner

☐ Builder or tradesperson (please specify below)

☐ Commercial building owner

☐ Building product manufacturer or supplier
(please specify the type of product below)

☐ Other (please specify below)

☐ Designer (please specify below)

☐ Prefer not to say

Please specify here.

Manager Building Solutions

CONSULTATION SUBMISSION FORM 2021

Proposal 1: Energy efficiency for housing and small buildings

Proposal 1. Energy efficiency for housing and small buildings

To make buildings warmer, drier, healthier and more energy efficient, we are considering options to increase the minimum insulation levels for roof, windows, walls and floors for new housing and small buildings. The options for minimum insulation levels vary across the country so that homes in the coldest parts of New Zealand will need more insulation than those in the warmest parts. As part of this, we are proposing to issue new editions of Acceptable Solution H1/AS1 and Verification Method H1/VM1 for housing and small buildings.

Questions for the consultation**1-1. Which option do you prefer? (Please select one)**

- ☐ Status quo
- ☐ Option 1. Halfway to international standards
- ☒ Option 2. Comparable to international standards
- ☐ Option 3. Going further than international standards

Is there anything you would like to tell us about the reason(s) for your choice?

All options are viable however Option 2 is preferred. The important thing to consider is implementation and how manufacturers will put this in place. Education to the industry and community on the benefits for the increased cost that this change brings will be vital as will opening New Zealand product markets up for competition with minimal overhead of compliance.

We would like to see the New Zealand Government enable local manufacturers of the required products that are typically only produced in Europe right now.

Commercial builds (investors) will have the greatest impact from this change which may slow down community development.

Smaller towns and cities in the South Island will prominently notice this change, even though it may be subtle in the larger scheme of things.

1-2. For your preferred option, how quickly should this change come into effect?

(Please select one)

- ☐ 12 months ☐ 24 months ☒ 36 months or more ☐ Not sure/No preference

Is there anything you would like to tell us about the reason(s) for your choice?

We need to enable time for industry to change their approach and for education to be delivered and accepted so that all parties from building owners to manufacturers have had time to adjust to this change. By ensuring and enabling local production of key products we will minimise the cost impact to the change within New Zealand.

CONSULTATION SUBMISSION FORM 2021

Proposal 1: Energy efficiency for housing and small buildings

1-3. If there are factors we should consider to progressively phase in your preferred option, please tell us below.

These factors may include material availability or affordability, regional differences in the requirements, different building typologies or other considerations.

Implement in a two phased approach.

Climate Zone 1 – 3 with the least impact should be implemented first with lessons learned from this change evaluated and applied to the implementation of Climate Zones 4 – 6 which will have a greater impact on the designers and manufacturers.

1-4. Do you support issuing the new editions of H1/AS1 and H1/VM1 as proposed?

H1/AS1: ☒ Yes, I support it

☐ No, I don't support it

☐ Not sure/no preference

H1/VM1: ☒ Yes, I support it

☐ No, I don't support it

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Support for the new editions are conditional on thorough education to designers and product manufacturers.

Overall, these documents should be a lot easier to use and the change impact to the industry appears to be minimal. The current versions are too vague.

1-5. What impacts would you expect on you or your business from the proposed options?

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

As a Council the impacts will be on time spent working with the industry on designs that comply to the new standards and compliance for approved building consents.

Change takes time to be accepted and the industry focus will be on the financial impact that this change will bring to their clients. Being the enabler to this change and requiring absolute compliance will increase already high dis-satisfaction levels that the community has with Council and increase stress levels across the industry for a time. Mental health management will need to be included in the education and equipping provided for this change.

In addition, this change will put pressure on a skillset that is currently stretched and unavailable across the country. The cost for Council will include additional education for both processing and inspection staff to ensure compliance throughout a build.

CONSULTATION SUBMISSION FORM 2021

Proposal 1: Energy efficiency for housing and small buildings

1-6. Is there any support that you or your business would need to implement the proposed changes if introduced?

☒ Yes

☐ No

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Education on how compliance with the new documents will be achieved for Council staff (Building Control Officers) and the community in general (owners and designers) to ensure that the overhead of this is not left to local government.

CONSULTATION SUBMISSION FORM 2021

Proposal 2: Energy efficiency for large buildings

Proposal 2. Energy efficiency for large buildings

To make buildings warmer, drier, healthier and more energy efficient, we are proposing to increase the minimum insulation levels for roof, windows, walls and floors for large buildings. The proposed minimum insulation levels will vary so that buildings in the coldest parts of New Zealand will need more insulation than those in the warmest parts. As part of this, we are proposing to issue a new Acceptable Solution H1/AS2 and Verification Method H1/VM2 for large buildings.

Questions for the consultation**2-1. Which option do you prefer? (Please select one)**

- ☐ Status quo
- ☐ Option 1. 10% reduction in energy use for heating and cooling
- ☒ Option 2. 20% reduction in energy use for heating and cooling
- ☐ Option 3. 25% reduction in energy use for heating and cooling

Is there anything you would like to tell us about the reason(s) for your choice?

Option 2 is preferred as it is best for our economy and this option can be achieved primarily by using existing products. It will therefore have less likelihood of making existing industry redundant.

Option 3 would be very hard to comply with the acceptable solution. Using the VM would add more cost to the build and so this option appears to be overly onerous.

2-2. For your preferred option, how quickly should this change come into effect?

(Please select one)

- ☐ 12 months ☒ 24 months ☐ 36 months or more ☐ No preference

Is there anything you would like to tell us about the reason(s) for your choice?

12 months lead time after this change has been approved is needed to develop and deliver education and training to the industry and local government.

CONSULTATION SUBMISSION FORM 2021

Proposal 2: Energy efficiency for large buildings

2-3. If there are factors we should consider to progressively phase in your preferred option, please tell us below.

These factors may include material availability or affordability, regional differences in the requirements, different building typologies or other considerations.

We have no preference for phasing.

2-4. Do you support issuing the new editions of H1/AS2 and H1/VM2 as proposed?

H1/AS2: ☒ Yes, I support it

☐ No, I don't support it

☐ Not sure/no preference

H1/VM2: ☒ Yes, I support it

☐ No, I don't support it

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Support for the new editions are conditional on thorough education to designers and product manufacturers.

These documents should be a lot easier to use and the change impact to the industry appears to be minimal. The current versions are too vague.

2-5. What impacts would you expect on you or your business from the proposed options?

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

This option will affect investors more as they will primarily drive larger buildings in our region.

As a Council the impacts will be on time spent working with the industry on designs that comply to the new standards and compliance for approved building consents. Change takes time to be accepted and the industry focus will be on the financial impact that this change will bring to their clients.

Being the enabler to this change and requiring absolute compliance will increase already high dissatisfaction levels that the community has with Council and increase stress levels across the industry for a time. Mental health management will need to be included in the education and equipping provided for this change.

In addition, this change will put pressure on a skillset that is currently stretched and unavailable across the country. The cost for Council will include additional education for both processing and inspection staff to ensure compliance throughout a build.

CONSULTATION SUBMISSION FORM 2021

Proposal 2: Energy efficiency for large buildings

2-6. Is there any support that you or your business would need to implement the proposed changes if introduced?

☒ Yes☐ No☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Taking the requested time to complete education on how compliance with the new documents will be achieved for Council staff (Building Control Officers) and the community in general (investors, owners and designers) to ensure that the overhead of this is not left to local government.

CONSULTATION SUBMISSION FORM 2021

Proposal 3: Energy efficiency for HVAC systems in commercial buildings

Proposal 3. Energy efficiency for heating, ventilation, and air conditioning (HVAC) systems in commercial buildings

Currently, there is no acceptable solution or verification method issued for the energy efficiency of heating, ventilation and air conditioning (HVAC) systems in commercial buildings (Clause H1.3.6 of the Building Code). We are proposing to issue a new Verification Method H1/VM3 will establish a baseline and standardised procedures that will help building designers and building consent authorities demonstrate and verify the compliance of this clause.

Questions for the consultation**3-1. Do you support issuing the new edition of H1/VM3 as proposed?**☒ Yes, I support it☐ No, I don't support it☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

The previous code did not address this area sufficiently and adding more specifics in this area is appropriate and needed. Energy efficiency of buildings in the commercial space will have a greater positive impact on climate change than smaller buildings and reduce operating costs.

3-2. Do you think the proposed Verification Method H1/VM3 covers all important aspects of energy efficiency of HVAC systems in commercial buildings?☐ Yes☐ No☒ Not sure/no preference

If there are aspects that you think should be included, please tell us below.

While we are not specifically qualified to answer this question, we acknowledge that this gives the industry a compliance path that was not previously available and therefore the proposal is an improvement giving local government more confidence in the role that they perform.

CONSULTATION SUBMISSION FORM 2021

Proposal 3: Energy efficiency for HVAC systems in commercial buildings

3-3. What impacts would you expect on you or your business from the new H1/VM3?

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

As a Council the impacts will be on time spent working with the industry on designs that comply to a whole new compliance path and ensuring sufficient education is completed.

The cost of training will increase with additional compliance paths required to be maintained going forward.

3-4. Do you agree with the proposed transition time of 12 months for the new Verification Method H1/VM3 to take effect?

☒ Yes, it is about right

☐ No, it should be shorter (less than 12 months)

☐ No, it should be longer (24 months or more)

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Being a new standard this will be easier to implement than changing an existing standard.

CONSULTATION SUBMISSION FORM 2021

Proposal 4: Natural light for higher-density housing

Proposal 4. Natural light for higher-density housing

We are proposing to issue new acceptable solutions and verification methods for G7 Natural Light to adopt new compliance pathways for higher-density housing. The new pathways are more suitable for these types of buildings. As a consequence of the change, the scope of the existing documents is proposed to be limited.

Questions**4-1. Do you support issuing the new G7/AS1, G7/AS2, G7/VM2 as proposed?**

G7/AS1: ☒ Yes, I support it ☐ No, I don't support it ☐ Not sure/no preference

G7/AS2: ☒ Yes, I support it ☐ No, I don't support it ☐ Not sure/no preference

G7/VM2: ☒ Yes, I support it ☐ No, I don't support it ☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

The previous version was minimal making it difficult to regulate.

The scope of G7/AS1 being reduced has better defined this section of the standard making it easier to articulate compliance with and regulate.

The scope of G7/AS2 has now taken the previous G7/AS1 into a separate acceptable solution creating better usability.

Gives sufficient verification methods as G7/VM2 now corresponds with G7/AS2

4-2. What approach do you think we should take for G7/VM1?

☐ It should be revoked

☐ It should remain as is

☒ It should be amended

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

The proposed G7/VM1 provides more detail and is an improvement on the existing.

Having a pathway and method of compliance reduces local government workload and speeds up the consenting process as it prevents the need to assess an alternative solution.

CONSULTATION SUBMISSION FORM 2021

Proposal 4: Natural light for higher-density housing

4-3. What impacts would you expect on you or your business from the new editions of G7/AS1, G7/AS2, G7/VM1, and G7/VM2?

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

Very little to our District and our local government functions. The G7 changes are focused more on built up areas.

4-4. Do you agree with the proposed transition time of 12 months for the new G7/AS1, G7/AS2, G7/VM1, and G7/VM2 to take effect?

☒ Yes, it is about right

☐ No, it should be shorter (less than 12 months)

☐ No, it should be longer (24 months or more)

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

There doesn't appear to be anything too onerous in this change for our district.

CONSULTATION SUBMISSION FORM 2021

Proposal 5: Weathertightness testing for higher-density housing

Proposal 5. Weathertightness testing for higher-density housing

We are proposing to issue a new edition of E2/VM2 to reference BRANZ Evaluation Method EM7 Performance of mid-rise cladding systems (version 3, June 2020). This update version of EM7 is easier for test laboratories, cladding system suppliers, and building designers to use than the previous version. The new version does not significantly change the minimum performance requirements of the test method, and existing tested cladding systems will not need to be retested.

Questions for the consultation

5-1. Do you support issuing the new edition of E2/VM2 as proposed to cite BRANZ EM7 version 3?

☐ Yes, I support it

☐ No, I don't support it

☒ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

This would not overly impact this Council or district. Alignment between BRANZ method and Building Code gives a compliance path for designers.

5-2. What impacts would you expect on you or your business from the new edition of E2/VM2?

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

Minimal

CONSULTATION SUBMISSION FORM 2021

Proposal 5: Weathertightness testing for higher-density housing

5-3. Do you agree with the proposed transition time of 12 months for the new Verification Method E2/VM2 to take effect?

- ☐ Yes, it is about right ☐ No, it should be shorter (less than 12 months)
☐ No, it should be longer (24 months or more) ☒ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

No additional comments.

CONSULTATION SUBMISSION FORM 2021

Proposal 6: Standards for citation in B1 Structure

Proposal 6. Standards referenced in B1 Structure

We are proposing to amend referenced standards in the acceptable solutions and verification methods for clause B1 Structure. The amended references include new versions of AS/NZS 4671, AS/NZS 5131, AS/NZS 2327, the NZGS document "Field Description of Soil and Rock – Guideline for the field descriptions of soils and rocks in engineering purposes". Previous versions of these documents are currently referenced by the acceptable solutions and verification methods.

Questions for the consultation

6-1. Do you support the amendment of B1/AS1, B1/AS3 and B1/VM1 as proposed to include the following referenced standards and document?

AS/NZS 4671: 2019 Steel for the reinforcement of concrete:

- ☒ Yes, I support it
☐ No, I don't support it
☐ Not sure/no preference

AS/NZS 5131: 2016 Structural Steelwork – Fabrication and Erection:

- ☒ Yes, I support it
☐ No, I don't support it
☐ Not sure/no preference

AS/NZS 2327: 2017 Composite structures – Composite steel-concrete construction in buildings Amendment 1:

- ☒ Yes, I support it
☐ No, I don't support it
☐ Not sure/no preference

Field Description of Soil and Rock – Guideline for the field descriptions of soils and rocks in engineering purposes, New Zealand Geotechnical Society Inc., December 2005:

- ☒ Yes, I support it
☐ No, I don't support it
☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

Referenced standards above are now more in alignment with current industry practices.

CONSULTATION SUBMISSION FORM 2021

Proposal 6: Standards for citation in B1 Structure**6-2. What impacts would you expect on you or your business from the referencing of these standards and document?**

These impacts may be economic/financial, environmental, health and wellbeing, or other areas.

Minimal

6-3. Do you agree with the proposed transition time of 12 months for the new Acceptable Solutions B1/AS1 and B1/AS3 and Verification Method B1/VM1 to take effect?

☒ Yes, it is about right

☐ No, it should be shorter (less than 12 months)

☐ No, it should be longer (24 months or more)

☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

No additional comments.

CONSULTATION SUBMISSION FORM 2021

Proposal 7: Editorial changes to Acceptable Solution B1/AS1**Proposal 7. Editorial changes to Acceptable Solution B1/AS1**

We are proposing to amend text within Acceptable Solution B1/AS1 to make editorial changes in regards to geotechnical requirements. Editorial changes may include obvious errors in the text, typos, spelling mistakes, incorrect cross-references, changes in the formatting, minor clarifications of text with minor to no impact, or other items related to current document drafting practices.

Questions for the consultation

7-1. Do you support the amendment of B1/AS1 to address the editorial changes to geotechnical requirements as proposed?

☐ Yes, I support it

☐ No, I don't support it

☒ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

This is a general text / formatting update.

CONSULTATION SUBMISSION FORM 2021

Building Code operating protocols

Building Code operating protocols

We are seeking feedback on two draft operating protocols that are intended to provide transparency and certainty around the work MBIE does as the building and construction regulator. The two operating protocols for this consultation are:

- › Referencing standards in the Building Code system
- › Tier framework to support standards in the Building Code system

Questions for the consultation

1. Do you agree with the proposed criteria for referencing a standard in the Building Code system?

These proposed criteria include: alignment to the Building Code, in scope, clear, specific, implementable in New Zealand and available.

☒ Yes, I support them ☐ No, I don't support them ☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

This change will create better clarity for compliance and make it easier for the industry to comply with the code, reducing the onerous nature of the local government function.

2. Do you agree with the proposed criteria for deciding the tier status of standards?

Risk severity: ☒ Yes, I agree with the criteria ☐ No, I don't agree ☐ Not sure/no preference

Contribution to the Building Code: ☒ Yes, I agree with the criteria ☐ No, I don't agree ☐ Not sure/no preference

Design focus: ☒ Yes, I agree with the criteria ☐ No, I don't agree ☐ Not sure/no preference

Is there anything you would like to tell us about the reason(s) for your choice?

This is how we want the Building Code to operate / perform. It is creating the outcome of safe buildings in New Zealand.

CONSULTATION SUBMISSION FORM 2021

Building Code operating protocols

3. Which standard(s) and their proposed tier status particularly impact you and why?

NZS 3604 – Timber-framed buildings - has not kept up with changes in the industry. Being in Tier 1 we hope will enable it to be updated more frequently.

AS/NZS 2918 – Domestic solid fuel burning appliances - is a high risk to a high volume of buildings in our district. This should be represented in Tier 2 to better align with the risk evaluation for our district.

4. Is there anything else you would like to tell us about these protocols for the use of standards in the Building Code system?

Better clarity to the industry of changes and amendments to standards and the building code system is needed. This includes advertising the nature of changes and impact to the industry from a Central Government level, New Zealand wide.

CONSULTATION SUBMISSION FORM 2021

New look for Building Code documents

New look for Building Code documents

1. Is there anything you would like to tell us about the new look of acceptable solution and verification methods?

The new look is easier to use and digest when reading. Colour coding the different codes is a good idea and helpful. The graphics highlighting the classified use relevant for key clauses is also very helpful.

CONSULTATION SUBMISSION FORM 2021

Thank you**Thank you**

Thanks for your feedback, we really appreciate your insight because it helps us keep pace with modern construction methods, the needs of New Zealanders and ensure buildings are safe, warm, dry, healthy and durable.

To help us continue to improve our Building Code update programme, we would appreciate any suggestions or comments you may have on what's working and how we can do better.

Please leave your feedback below:

Greater lead time to review, digest and provide feedback on changes would be helpful.

A roadshow to consult across the country would be helpful for Central Government to enable conversation around the impact of changes and also to see that there are prominent differences between different areas across the country and therefore the impact of changes will not be equally felt.

Ensuring a release is not at the same time as other key changes for local government or the industry e.g. LTP process would also be helpful.

BUILDING CODE UPDATE 2021

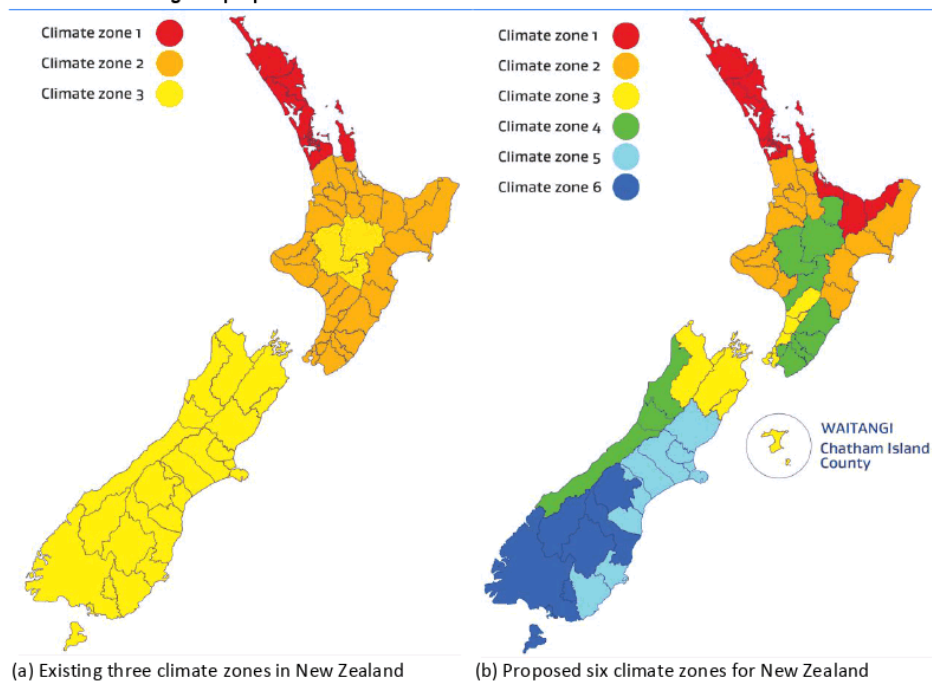
Proposal 1. Energy efficiency for housing and small buildings

TABLE 1.1: New climate zones for New Zealand for determining the level of insulation in buildings

Climate zone	Description	Approximate NZ population (%)
1	Northland, Auckland, Coromandel and Bay of Plenty	43%
2	Hamilton, East Coast and New Plymouth	16%
3	Manawatu, Horowhenua, Wellington, Nelson, Marlborough and the Chatham Islands	15%
4	Central Plateau, Wairarapa and the West Coast	6%
5	Canterbury and coastal Otago	16%
6	Inland Otago, Southland and Stewart Island	4%

← Coldest - Warmest →

FIGURE 1.1: Existing and proposed climate zones for New Zealand



Bridge Weight Restriction Postings 2020/2021

Record No: R/21/5/20724

Author: Rob Hayes, Roading Engineer

Approved by: Matt Russell, Group Manager Services and Assets

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 To comply with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974, the road controlling authority for any territorial area is required to confirm, at a minimum annually, any posting weight limit necessary for bridges on the roading network and to revoke any restrictions which no longer apply. This report provides the information to be able to fulfil this requirement. Council last confirmed its bridge postings on 23 June 2020.

Executive summary

- 2 WSP has been engaged by the Southland District Council (SDC) to undertake condition inspections of the bridges with load and speed restrictions (posted bridges) within the Southland District. The inspections have been undertaken in accordance with the Waka Kotahi NZ Transport Agency Policy S6:2019 and are described as special inspections.
- 3 The posted bridges were also evaluated to confirm their posting weight limit (PWL).
- 4 The number of posted bridges inspected within the Southland District has reduced this year due to an ongoing bridge replacement programme with 16 posted bridges replaced or in the process of replacement before the end of June 2021. One additional bridge has been closed to traffic over this time period.
- 5 Council currently has 66 posted and five closed bridges.
- 6 WSP's current roading structures inspection services contract also includes the inspection of bridges identified as priority bridges. 169 priority principal bridges were inspected. Nine bridges included in the priority list were evaluated to confirm their PWL.
- 7 Evaluations of these bridges was deemed necessary due to their condition, non-standard beam layout, large beam span to depth ratio, or inadequate bracing system. Five bridges currently without load restrictions are to be posted and 15 bridges require changes to their posting weight limit.
- 8 A list of all the SDC posted bridge are detailed in the appended assessment of posted bridges report (Appendix D).
- 9 The report recommends to Council that these bridge limits are adopted (Appendix A).

Recommendation

That Council:

- a) **Receives the report titled “Bridge Weight Restriction Postings 2020/2021” dated 11 May 2021.**
- b) Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) Agrees to confirm that in accordance with the Transport Act 1962 and Heavy Motor Vehicle Regulations 1974, the maximum weight and speed limits for heavy motor vehicles on bridges as listed on the attached schedule (Attachment A) be imposed.
- e) Agrees to continue to rely on the central on bridge restriction to limit posting restrictions and continues to mitigate this risk through ongoing promotion of posting compliance, particularly in the following areas:
 - for those restrictions which have curved approaches; and
 - where the posting restriction difference between the central on bridge and eccentrically loaded calculation exceeds 20% and the bridge carries more than two heavy vehicles a day.
- f) Agrees to confirm there is a commitment to further mitigate the risk associated with the inspection process by continuing to incorporate invasive annual testing across all posted bridges which have areas of concern.
- g) Agrees to notify the weight limits to the New Zealand Police, New Zealand Transport Agency, Road Transport Forum New Zealand (Inc) and by public notice in daily newspapers.
- h) Agrees to strengthen the following bridges within the next six months to mitigate the need for a change in restriction:
 - 2623.001 Mandeville Road
 - 2865.004 Benmore Otapiri Road
 - 3626.003 Hillas Road
- i) Agrees to confirm the current closure of bridge 2475.001 Nelson Road.

Content

Bridge posting evaluation methodology and assumptions

- 10 The purpose of the special inspections and evaluation is to:
- assess the current condition of the bridges (extent of decay and other deterioration)
 - evaluate the current live load posting capacity of the bridges and confirm their PWL (as a percentage of Class 1)

- recommend maintenance, strengthening and replacement measures and priority of works as appropriate.

11 The special inspections of the bridges have included the following:

- a visual inspection of the condition of all components making up the bridges, including but not limited to; approach, superstructure (deck and main beams) substructure (abutment walls, bearers and piles), surfacing, kerbs, handrails, barriers and waterway and embankment suitability
- confirmation of previous site measurement of all critical bridge dimensions, member sizes and any deterioration (section loss) of main structural elements
- a drilling inspection, if deemed necessary, to determine the current extent of decay in the timber beams, corbels, bearers, piles etc
- a photographic record of each bridge and specific deterioration.

12 Where debris covered elements over the abutments, this was removed where possible to allow any concealed deterioration to be assessed.

Standards and codes used

13 The following standards and codes have been used when evaluating the bridge capacities and the posting weight limits:

- SP/M/022 3rd Ed NZ Transport Agency Bridge Manual
- NZS 3603: 1993 Code of Practice for Timber Design
- AS1720.1: 1988 SAA Timber Structures Code
- NZS 3404:1997 Steel Structures Standard Part 1 and 2
- AASHTO LRFD Bridge Design Specifications 8th Edition (September 2017).

Assumptions

14 During our assessments WSP have made the following assumptions.

- for hardwood members, timber properties have been taken for Mixed Australian Hardwood (MAH), unseasoned with a Stress Grade of F14 unless investigated and categorised otherwise
- we have assumed that the density of radiata pine to be 80 kg/m³, and the density of hardwood beams to be 1000kg/m³
- for Pinus Radiata members (typically decking), timber properties have been taken for No 1 framing grade with a moisture content of in excess of 25% (wet)
- the characteristic yield strength of steel members is assumed based on the construction date and any available documents or drawings
- vehicles travel centrally on single lane bridges. Vehicles tend to drive centrally on single lane bridges but there is a risk associated with the loading of outer and central main bridge beams if vehicles do not travel centrally. This is a greater risk at bridges with angled approaches.

15 The WSP 2020/2021 Posted Bridge Inspection report has been appended to the report for additional information (Appendix A).

Changes to bridge posting

- 16 The roading structures inspection services contract required WSP to complete evaluations of all SDC posted bridges. The evaluations have identified 10 posted bridges that require action to be taken with either changes to the posted weight limit or requirements for strengthening or replacement.

Priority bridges requiring action

- 17 During the inspections of the bridges WSP identified nine bridges that warranted evaluation to confirm their load carrying capacity. Evaluations were deemed necessary due to their condition, non-standard beam layout, large beam span to depth ratio, or inadequate bracing system.
- 18 Six of the priority bridges identified as warranting evaluation require maintenance or action within six months to avoid posting.

Issues

- 19 The restricted bridges can cause a range of difficulties for those people who need them to transport heavy freight. The posted bridge listing continues to be used as a deficiency register to prioritise the bridge upgrading and renewal programmes in the coming years.
- 20 Limited by the available funding and resource for this work, only those bridges with restrictions that cause the greatest commercial hardship or present the highest safety risk will be prioritised to be upgraded or replaced initially. Bridges that have no alternative access and nearing end of remaining useful life will take highest priority for renewals.
- 21 Several bridges on the posting list are still being reviewed in terms of their status in relation to the extent of the roading network they provide access to and service. A few of these are not a part of Council's maintained network and Council's strategic transport team is scheduling those to be removed where and when possible. As these are progressed they will be brought to Council with a recommendation to close or dispose of.
- 22 Each bridge on the posting list is subject to ongoing consideration of the alternatives which include:
- potential upgrading or replacement where this is justified in terms of the level of service that SDC can afford to provide
 - how to effectively better manage 'long term' postings where the bridge is low use and the restriction is causing limited problems
 - potential removal or divestment of the bridge from the network register with consideration under Council's Extent of Network Policy and utilisation of bridge matrix for rationalisation.
- 23 The current use of the central on bridge restriction is not a standard restriction covered by the regulations. It is a pragmatic approach that has been used by SDC for a number of years to avoid excessive restrictions and manage the bridge asset to maximise its value and life.
- 24 Discussions with Waka Kotahi NZ Transport Agency indicate that very few, if any, other RCAs use this central on bridge restriction. This does not mean it is wrong, it is just not a standard practice covered by the regulations. This means that the restriction is not legally enforceable and acts more as an advisory sign.
- 25 As previously reported the transport agency will not tell SDC what to do regarding the use of the central on bridge restriction as it sees that it is up to SDC how it manages its network within the various legal requirements governing all RCAs, including the risks on the network. They do

support appropriate measures that provide better access for trucks across the network. It needs to be noted that there is a risk that if people fail to comply with the central on bridge condition and this leads to a failure and truck crash, Council could potentially have some liability issues to defend.

- 26 The risks are greatest where there is a substantial difference between the bridge weight restriction with and without the central on bridge restriction, the bridge approach is curved and there are greater heavy traffic volumes.
- 27 In terms of dealing with the risks, Council has the full range of options between fully accepting the risk of continuing with the central on bridge restriction in all cases, in the knowledge that this has worked satisfactorily in the past, and down grading all posting restrictions to those that would apply under full eccentric loading.
- 28 The most conservative option would lead to major inconvenience for a significant number of road users and accelerated pressure on the bridge replacement and upgrade budgets.
- 29 In between the two extremes, there are a number of options Council could choose to implement, depending on where the balance is struck between risks and associated mitigations. For example, Council could choose to place a limit or cap (ie 25%) on the difference between posting restrictions for eccentrically placed loading calculations and central on bridge loading calculations. In the past Council have taken an uncapped central on bridge approach on the basis that the posted bridges are single laned, vehicles tend to stay reasonably central (as evidenced by wheel tracks). At this stage, it is recommended to retain this approach.
- 30 At its meeting on 2018 and 2019 Council resolved to continue to rely on central on bridge restrictions to limit posting restrictions but to mitigate some of the risk by continuing to take action to promote compliance, particularly for the highest risk cases. The reduction in risk has further been bolstered by the implementation of 2019 recommendation and intention to undertake further invasive annual inspections of all posted bridges which have areas of concern. This was implemented for the 2020 inspection.
- 31 The use of gantry system has also been implemented with a degree of success, however this system is costly and has been prone to damage.
- 32 Others have been accepted with the central on bridge restriction based on indications of vehicle tracking across the bridges.
- 33 To keep the allowable capacity of the bridges as high as possible, most of the postings are based on a speed restriction of 10 km/hr which carries the risk that people do not comply with the restriction and overload the bridge. Increasing the allowable speed reduces the allowable load on the bridge so a balance needs to be struck.

Factors to consider

Legal and statutory requirements

- 34 The annual setting and adverting of weight restriction is a requirement of the Transport Act 1962 and the Heavy Motor Vehicle Regulation 1974.

Community views

- 35 No separate specific community views have been sought on this matter outside of the Long Term Plan consultation.

Costs and funding

- 36 The 'cost of advertising' in providing notification of Council's bridge postings are minor compared to the asset gains and protection realised. This is funded by the roading network and asset management budget.
- 37 Any physical works will be prioritised and funded through the structure's component upgrade and bridge replacement budgets currently being established for the 2021-2024 funding period.

Policy implications

- 38 The posted bridges generally meet the Land Transport Activity Management Plan requirements, the Waka Kotahi NZ Transport Agency funding requirement and policies, the Council's Extent of Network Policy and the Heavy Motor Vehicle Regulations of 1974.
- 39 It should be noted that Waka Kotahi NZ Transport Agency standards expect that posted bridges will be inspected annually to allow the restrictions to be updated and confirmed. This is now carried out annually under the structural services contract.

Analysis

Options considered

- 40 The option of taking no action is not suitable in this case as it would result in 'unsafe' structures being used by road users with potentially serious or fatal consequences.
- 41 In all cases the suggested weight restrictions have been set to provide a balance between safety and limiting damage to the structures, as well as setting reasonable limits for the type of vehicles using the bridges.

Analysis of options

Option 1 – adopt WSP bridge posting recommendation

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> provides increased protection to bridges, slowing down the rate of degradation of the bridge reduces risk of failure if an issue not fully identified during an inspection means the carrying capacity of the bridge is less than estimated. meets Council regulatory obligations. 	<ul style="list-style-type: none"> imposes greater cost on landowners and heavy transport industry when required to either take detours or run more truck movements with lighter loads.

Option 2 – NOT to adopt WSP bridge posting recommendation

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• none.	<ul style="list-style-type: none">• Council will not be meet its regulatory obligations• increases risk of major damage or complete and sudden failure of the bridge structure• increases risk of fatal or serious injury to road users due to sudden failure• higher loads will lead to more rapid deterioration of the marginal bridge structures. This will lead to the need to replace the structure sooner.

Assessment of significance

- 42 It is determined that this matter is not significant in terms of Section 76 of the Local Government Act 2002.

Recommended option

- 43 It is proposed that Council accepts the attached list and authorises the advertising of the list in accordance with the requirements of the Transport Act 1962 and the Heavy Motor Vehicle Regulations 1974.
- 44 It is requested that Council confirm that it wishes to continue to rely on the central on bridge restriction to limit the posting restrictions.
- 45 The objective of the decision is to maintain a suitable level of safety for road users and to also limit damage to the Council's bridge asset from unsuitable loads crossing bridges.

Next steps

- 46 Following the Council meeting, the bridge restrictions will be advertised and notified to the New Zealand Police, the New Zealand Transport Agency and the Heavy Transport Industry.
- 47 Work will continue on priority bridge upgrades and replacements as part of an overall bridge strategy.
- 48 The next round of posting inspections is scheduled for 2022 and will continue annually.

Recommendations

- 49 Update posted weight limit signage to reflect the findings of this report (Appendix A).
- 50 Undertake steel testing to determine if better steel properties exist other than that assumed.
- 51 Complete required strengthening works within the required timeframes.

- 52 Continue to perform annual weight limit certification inspections for bridges with weight or speed restrictions.
- 53 Consider future strategy for managing SDC's deteriorating timber bridge stock including implementing proactive maintenance strategies and inspection regimes, followed by developing a programme for repair, strengthening and replacement based on assessed condition, remaining useful life and level of service requirements.

Attachments

- A Table 1 - Notification of weight and speed restrictions on bridges June 2021 [↓](#)
- B Table 2 - Closed bridges June 2021 [↓](#)
- C Table 3 - Bridges replaced between 1 July 2020 and 30 June 2021 [↓](#)
- D WSP engineers report - Assessment of posted bridges June 2021 [↓](#)

Table 1: Southland District Council Notification of Weight and / or Speed Limits on Bridges June 2021

N O	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
1	2861.001	Anderson Rd 4	Central on bridge	80%	10
2	2459.001	Argyle Otahuti Rd	Central on bridge	Light vehicles only	
3	1253.001	Badwit Rd	Central on bridge	50%	10
4	2865.001	Benmore Otapiri Rd	Central on bridge	80%	10
5	2865.003	Benmore Otapiri Rd	Central on bridge	70%	10
6	2865.004	Benmore Otapiri Rd	Central on bridge	100%	10
7	2895.002	Benmore Rd	Central on bridge	80%	10
8	1186.001	Birch Rd	Central on bridge	80%	10
9	2494.001	Breeze Rd	Central on bridge	70%	10
10	1606.001	Bridge Inn Rd	Central on bridge	100%	10
11	1056.001	Buckingham Rd	Central on bridge	60%	30
12	2825.001	Caird Rd	Central on bridge	50%	10
13	3353.001	Carter Rd	Central on bridge	50%	10
14	2563.001	Channel Rd 1	Central on bridge	Light vehicles only	10
15	3654.001	Cumming Rd	Central on bridge	100%	10
16	1565.002	Davidson Rd 3	Central on bridge	80%	10
17	2896.001	Dipton Flat Rd	Central on bridge	50%	10
18	3015.004	Dipton Mossburn Rd	Closed - Bailey Bridge in place		
19	2371.002	Dunearn Rd	Central on bridge	80%	10
20	3363.001	Duthie Rd 2 (Bdy Rd)	Central on bridge	80%	10
21	2115.003	Feldwick Rd	Central on bridge	80%	10
22	1373.001	Frazer Rd (Bdy Rd)	Central on bridge	70%	10
23	1992.001	Fryer Rd	Central on bridge	80%	10
24	2373.002	Harbour Endowment Rd	Central on bridge	90%	10
25	2373.001	Harbour Endowment Rd	Central on bridge	100%	30
26	3626.003	Hillas Rd	Central on bridge	100%	10
27	3902.002	Horseshoe Bay Rd	Central on bridge	80%	10

N O	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
28	3736.001	Hume Rd	Central on bridge	100%	10
29	1658.001	Kirkbride St	Central on bridge	40%	10
30	1332.001	Klondyke Rd	Central on bridge	90%	10
31	3407.002	Lake Monowai Rd		Axles 7,000 kg, Gross 28,500 kg	10
32	3407.004	Lake Monowai Rd		80%	10
33	3004.002	Lang Rd 2	Central on bridge	100%	10
34	1376.001	Lauderdale Bush Rd	Central on bridge	100%	30
35	2623.001	Mandeville Rd	Central on bridge	100%	10
36	1008.001	Manse Rd	Central on bridge	50%	10
37	1065.001	Marinui Rd	Central on bridge	Axles 6,600kg	10
38	1281.001	Mataura Island Titiroa Rd	Central on bridge	Light vehicles only	10
39	1334.002	Matheson Rd 2	Central on bridge	80%	10
40	2868.002	Matthews Rd	Central on bridge	100%	10
41	2868.003	Matthews Rd	Central on bridge	60%	10
42	2826.001	McBride Rd		40%	10
43	3002.002	McDonald Rd 4	Central on bridge	70%	10
44	1584.001	McKerchar Rd 1	Central on bridge	70%	10
45	2515.001	McKinnon Rd 2	Central on bridge	70%	10
46	3048.001	McLeod Rd 2	Central on bridge	90%	10
47	1086.001	Morrison Rd West	Central on bridge	100%	30
48	3158.002	Murphy Rd		50%	10
49	9576.001	Off Webb Rd	Central on bridge	60%	10
50	1206.001	Orr Rd 1	Central on bridge	80%	10
51	2828.007	Otapiri Mandeville Rd	Central on bridge	90%	10
52	2055.005	Papatotara Coast Rd	Central on bridge	80%	10
53	1002.001	Progress Valley Rd	Central on bridge	100%	10
54	2128.001	Purvis Rd	Central on bridge	100%	10
55	2897.001	Riverside School Rd	Central on bridge	70%	10

NO	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
56	2897.002	Riverside School Rd	Central on bridge	50%	10
57	1054.001	Scrubby Hill Rd	Central on bridge	100%	10
58	2555.001	Sharks Tooth Rd	Central on bridge	70%	10
59	3652.005	Sutherland Rd	Central on bridge	70%	10
60	3144.001	Tomogalak Rd	Central on bridge	50%	10
61	2856.002	Turnbull Rd	Central on bridge	100%	10
62	1168.001	Waghorn Rd	Central on bridge	50%	10
63	3617.001	West Dome Station Rd	Central on bridge	70%	10
64	3147.001	Wilson Rd 7	Central on bridge	80%	10
65	2858.001	Winton Channel Rd	Central on bridge	90%	10
66	1355.001	Woods Rd 1	Central on bridge	90%	10

Table 2: Closed Bridges

NO	STRUCTURE NUMBER	NAME OF ROAD
1	2444.001	McLeish Rd 2
2	2475.001	Nelson Rd
3	2596.001	Scott Rd 2
4	2526.001	Thomsons Crossing Rd
5	2654.001	Welsh Rd East

Table 3 - Posted Bridges - Replaced or currently being replaced with Class 1 Bridges with no speed restrictions

	STRUCTURE NUMBER	NAME OF ROAD
1	3248.001	Argyle Rd
2	1164.001	Ashers Rd
3	3143.002	Biggar Rd 2
4	1296.002	Braid Rd
5	3346.001	Bruce Rd
6	3598.002	Dunrobin Valley Rd
7	3347.001	Fortune Rd
8	1498.001	Hedley Rd
9	2476.001	Howden Rd
10	3342.001	Kingsbury Rd
11	2066.005	Lillburn Monowai Rd
12	2475.001	Nelson Rd
13	3694.001	Parawa Station Rd
14	3245.012	Puiano Flat Rd
15	2503.001	Pullar Rd
16	3618.001	Taylor Rd 4
17	1166.002	Waituna Lagoon Rd

Southland District Council

INSPECTION AND EVALUATION OF POSTED BRIDGES

11 MAY 2021



wsp

INSPECTION AND EVALUATION OF POSTED BRIDGES**Southland District Council**

WSP
Invercargill
65 Arena Avenue
PO Box 647
Invercargill 9810, New Zealand
+64 3 211 3580
wsp.com/nz

REV	DATE	DETAILS
A	03-05-2021	Draft
1	05-05-2021	Final
2	07-05-2021	Final – Argyle Otahuti posting included
3	11-05-2021	Final – Tables updated

	NAME	DATE	SIGNATURE
Prepared by:	Marika Knoetze		
Reviewed by:	Ian Sutherland		
Approved by:	Campbell Apthorp		

This report ('Report') has been prepared by WSP exclusively for Southland District Council ('Client') in relation to the evaluation of the posted bridges in Southland ('Purpose') and in accordance with the Contract for Rooding Structural Inspection Services, Contract No 20/2 dated 23-10-2020. The findings in this Report are based on and are subject to the assumptions specified in the Report. WSP accepts no liability whatsoever for any reliance on or use of this Report, in whole or in part, for any use or purpose other than the Purpose or any use or reliance on the Report by any third party.

6-VN127.00

11 May 2021



Our ref: 6-VN127.00

11th May 2021

Roy Clearwater
Roding Asset Engineer
Southland District Council
PO Box 903
Invercargill 9840

Dear Roy

Contract 20/2 Roding Structural Inspections Services – Posted Bridge Recommendation Report

WSP has completed the inspections and assessments for the Southland District Council Posted Bridges for the period of July 2020 to June 2021.

This report presents our findings and recommends the load restrictions to be implemented prior to 30th June 2021.

Yours faithfully

Marika Knoetze
Senior Structural Engineer

Ian Sutherland
Work Group Manager Buildings and Civil Structures
Structure Inspection Engineer

WSP
Invercargill
65 Arena Avenue
PO Box 647
Invercargill 9810, New Zealand
+64 3 211 3580
wsp.com/nz





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1 INTRODUCTION

WSP has been engaged by the Southland District Council (SDC) to undertake condition inspections of the bridges with load and speed restrictions (Posted Bridges) within the Southland District. The inspections have been undertaken in accordance with the Waka Kotahi NZTA Policy S6:2019 and are described as Special Inspections.

The Posted Bridges were also evaluated to confirm their Posting Weight Limit (PWL).

The number of posted bridges inspected within the Southland District has reduced this year due to an ongoing bridge replacement programme with 22 posted bridges replaced or in the process of replacement before the end of June 2021. Five bridges have also been closed to traffic.

WSP's current Roding Structures Inspection Services Contract also includes the inspection of bridges identified as Priority bridges. Nine bridges included in the priority list were also evaluated to confirm their PWL. Evaluations of these bridges was deemed necessary due to their condition, non-standard beam layout, large beam span to depth ratio, or inadequate bracing system. Five bridges currently without load restrictions are to be posted.

Our scope of work included:

- Detailed inspection with some drilling of timber elements to determine extent of decay where deemed necessary.
- Photographic record of any deficiencies found.
- Posting Weight Limit (PWL) evaluation
- Assessment of deterioration (decay) effect on PWL
- Outlining recommended remedial options
- Recommending and prioritising both short and long-term maintenance, strengthening and/or replacement requirements based on the severity of deterioration
- Updating the databases (RAMM and OBIS) on findings

Section 3 and 4 provide details of the SDC bridges requiring changes to their PWL and/or actions that can be taken to retain their current postings. The majority of the bridge postings are unchanged.

A table listing all the SDC posted bridges and their revised PWL after evaluation, as well as any required actions to be taken is included in Table 5.1 in Section 5.

2 BRIDGE POSTING EVALUATION METHODOLOGY AND ASSUMPTIONS

2.1 GENERAL

The purpose of the special inspections and evaluation is to:

- Assess the current condition of the bridges (extent of decay and other deterioration)
- Evaluate the current live load posting capacity of the bridges and confirm their PWL (as a percentage of Class 1)
- Recommend maintenance, strengthening and replacement measures and priority of works as appropriate.

The special inspections of the bridges have included the following:

- A visual inspection of the condition of all components making up the bridges, including but not limited to; approach, superstructure (deck and main beams) substructure (abutment walls, bearers and piles), surfacing, kerbs, handrails, barriers and waterway and embankment suitability.
- Confirmation of previous site measurement of all critical bridge dimensions, member sizes and any deterioration (section loss) of main structural elements
- A drilling inspection, if deemed necessary, to determine the current extent of decay in the timber beams, corbels, bearers, piles etc.
- A photographic record of each bridge and specific deterioration.

Where debris covered elements over the abutments, this was removed where possible to allow any concealed deterioration to be assessed.

A summary Bridge Inspection and Advice Record for every posted bridge is included in Appendix B. The Bridge Inspection and Advice Records provides the following information:

- Photographic record
- Description of bridge
- Condition assessment
- Capacity/Posting Weight Limit (PWL) evaluation outcome
- Discussion, remedial options and suggested action

2.2 POSTING WEIGHT LIMIT (PWL) EVALUATION

The PWL is an assessment of a bridge's ability to carry Class 1 traffic (i.e. legal highway loading) as defined by the Heavy Motor Vehicle (HMV) Regulations 1974.

All bridges were assessed using the Ultimate Limit States (ULS) method based on the Bridge Manual Section 7. The load distribution was calculated using one of the following two methods:

1. Simplified method with the AASHTO wheel load factor based on the deck type:
 - a. 3.3 for deck planks with / without running planks
 - b. 4.1 for baulk decks with / without running planks
2. Detailed analysis to determine a more accurate load distribution. The deck was modelled on top of spring supports based on the stiffness of each beam.

If a bridge has insufficient capacity to carry General Access (Class 1) traffic. It is required to be posted with a notice showing its allowed load. The load restriction can be defined by:

1. Gross weight limit
2. Axle weight limit
3. Speed restriction

The intention of the HMV regulation is that any restriction be legally binding and provide adequate protection to the structure from damage. This supports the Road Controlling Authorities to meet their Health and Safety obligations/statutory requirements.

Road Controlling Authorities, when fixing weight or speed limits, are legally obligated to "cause notification thereof ...to be published in some newspaper circulating in the district in which the bridge is situated" with this notification undertaken on a 12-month basis. The SDC is due to publicly notify the Posted Bridge Limits for the Southland District before 30th June 2021.

Bridges with weight or speed restrictions should be visually inspected on an annual basis.

2.3 STANDARDS AND CODES USED

The following standards and codes have been used when evaluating the bridge capacities and the Posting Weight Limits:

- SP/M/022 3rd Ed NZ Transport Agency Bridge Manual
- NZS 3603: 1993 Code of Practice for Timber Design
- AS1720.1: 1988 SAA Timber Structures Code
- NZS 3404:1997 Steel Structures Standard Part 1 and 2
- AASHTO LRFD Bridge Design Specifications 8th Edition (September 2017)

2.4 ASSUMPTIONS

During our assessments we have made the following assumptions:

- For Hardwood members, timber properties have been taken for Mixed Australian Hardwood (MAH), unseasoned with a Stress Grade of F14 unless investigated and categorised otherwise.
- We have assumed that the density of radiata pine to be 800 kg/m³, and the density of hardwood beams to be 1000 kg/m³.
- For Pinus Radiata members (typically decking), timber properties have been taken for No. 1 Framing Grade with a moisture content of in excess of 25% (wet).
- The characteristic yield strength of steel members is assumed based on the construction date and any available documents or drawings.
- Vehicles travel centrally on single lane bridges. Vehicles tend to drive centrally on single lane bridges but there is a risk associated with the loading of outer and central main bridge beams if vehicles do not travel centrally. This is a greater risk at bridges with angled approaches.

3 CHANGES TO BRIDGE POSTING

The Roadway Structures Inspection Services Contract required WSP to complete evaluations of all SDC Posted Bridges. The evaluations have identified ten posted bridges that require action to be taken with either changes to the Posted Weight Limit (PWL) or requirements for strengthening or replacement.

A table listing all the required SDC posted bridges and their required PWL for the June 2021 to June 2022, is included in Table A-1 of Appendix A.

Details of the required actions to the currently posted bridges are included in this section and summarised in Table 3-1.

Table 3-1 Summary of changes/actions to currently posted bridges

Structure No	Name of road	Current posting % of Class 1	New posting % of Class 1	Speed limit (km/hr)	Actions/Notes/Alternatives to posting change
1008.001	Manse Road	100%	50%	10	Posting must change but strengthening an option
1376.001	Lauderdale Bush Road	100%	100%	10 (reduced from 30)	Reduce speed limit to 10km/hr
2373.001	Harbour Endowment Road	100%	100%	10 (reduced from 30)	Reduce speed limit to 10km/hr
2475.001	Nelson Rd	20%	10	P	Close
2623.001	Mandeville Road	100%	70%	10	Retain 100% Class 1 if shear plates installed within 6 months
2865.004	Benmore Otapiri Road	100%	80%	10	Retain 100% Class 1 if shear plates installed within 6 months
2896.001	Dipton Flat Road	100%	50%	10	Posting must change but strengthening an option
3004.002	Lang Road 2	100%	50%	10	Posting must change but strengthening an option
3144.001	Tomogalak Road	100%	50%	10	Posting must change but strengthening an option
3158.002	Murphy Road	80%	50%	10	Posting must change – programmed for replacement
3626.003	Hillas Road	100%	100%	10	NDT Testing required to confirm steel yield strength within 6 months

3.1 BRIDGE 1008.001 MANSE ROAD

Manse Road Bridge 1 has steel beams and timber planks with timber running boards.

The current horizontal pipe bracing of the Manse Road Bridge provides inadequate lateral restraint to the main beams under Class 1 Loading. The bridge posting shall be changed from 100% of Class 1 with a speed limit of 10km/hr to 50% of Class 1 with a speed limit of 10km/hr until additional bracing is designed and installed.



3.2 BRIDGE 1376.001 LAUDERDALE BUSH ROAD

Lauderdale Bush Road Bridge 1 has timber beams with timber deck planks and timber running boards.

The bridge is in good condition and currently has a speed restriction of 30km/hr.

Our evaluation has confirmed that the speed restriction shall be reduced to 10km/hr to retain the current posting of 100% of Class 1.



3.3 BRIDGE 2373.001 HARBOUR ENDOWMENT ROAD

Harbour Endowment Road Bridge 1 has timber beams with timber deck planks and timber running boards.

The bridge is in good condition and currently has a speed restriction of 30km/hr.

The evaluation has confirmed that the speed restriction shall be reduced to 10km/hr to retain the current posting of 100% of Class 1.



3.4 BRIDGE 2623.001 MANDEVILLE ROAD

Mandeville Road Bridge 1 has timber beams with timber planks and timber running boards. The evaluation has confirmed that the timber beams have inadequate shear capacity and steel plates (shear plates) shall be added to the beams at the abutments supports.

If shear plates are designed and installed within 6 months, then changing of the current posting of 100% Class 1, with speed limit of 10km/hr, is not required.

If shear plates are not added, then the Posting shall be 70% of Class 1.



3.5 BRIDGE 2865.004 BENMORE OTAPIRI ROAD

Benmore Otapiri Road Bridge 4 has timber beams with timber planks and timber running boards. The evaluation has confirmed that the timber beams have inadequate shear capacity and steel plates (shear plates) shall be added to the beams at the abutments supports.

If shear plates are designed and installed within 6 months, then changing of the current posting of 100% Class 1, with speed limit of 10km/hr, is not required.

If shear plates are not added, then the Posting shall be 80% of Class 1.



3.6 BRIDGE 2896.001 DIPTON FLAT ROAD

Dipton Flat Road Bridge 1 has timber beams and steel beams with a timber baulk deck. The steel beam span has just three beams and strengthening is required to retain the current posting.

The bridge posting shall be changed from 100% Class 1, with speed limit of 10km/hr to 50% Class 1, with a speed limit of 10km/hr, until strengthening of the steel beams is designed and installed.

Strengthening will include additional steel beams or alterations to existing beams with additional cross bracing.



3.7 BRIDGE 3004.002 LANG ROAD 2

Lang Road 2 Bridge 2 has one timber beam span and two steel beam spans. The steel spans have inadequate capacity and require strengthening and bracing to retain the current posting.

The bridge posting shall be changed from 100% of Class 1 to 50% of Class 1, with a speed limit of 10km/hr, until strengthening of the steel beams is designed and installed.

Strengthening will include additional steel beams or alterations to existing beams with additional cross bracing.



3.8 BRIDGE 3144.001 TOMOGALAK ROAD

Tomogalak Road Bridge 1 has two timber beam spans and two steel beam spans, and a timber baulk deck. The steel spans have inadequate capacity and require strengthening and bracing to retain the current posting.

The bridge posting shall be changed from 100% of Class 1 to 50% of Class 1 with a speed limit of 10km/hr until additional cross bracing is designed and installed.

NDT Testing to confirm the yield strength of the steel beams is recommended to potentially improve the posting limit.



3.9 BRIDGE 3158.002 MURPHY ROAD BRIDGE

Murphy Road Bridge 2 has timber beams and timber planks. Beams 2 and 4 are in poor condition. The bridge posting shall be changed from 80% of Class 1 to 50% of Class 1 due to the deteriorating beam condition.



3.10 BRIDGE 3626.003 HILLAS ROAD

Hillas Road Bridge 3 has steel beams and timber planks with timber running boards. The evaluation has confirmed the current bridge posting to be 100% of Class 1.

A steel yield strength of 275MPa has been assumed and non-destructive hardness testing of the steel beams within 6 months is required to confirm this.



4 PRIORITY BRIDGES REQUIRING ACTION

During the inspections of the bridges deemed a priority in the Roothing Structures Inspection Services Contract, WSP identified nine bridges that warranted evaluation to confirm their load carrying capacity. Evaluations were deemed necessary due to their condition, non-standard beam layout, large beam span to depth ratio, or inadequate bracing system.

Five of the nine priority bridges identified as warranting evaluation require posting or action to be taken.

The Argyle Otahuti Road railway overbridge was also inspected and evaluated and was posted to light vehicles only.

Details of the posting limits and actions required for these five currently unposted bridges are detailed in this section and summarised in Table 4-1.

Table 4-1 Summary of priority bridges requiring action to be taken

STRUCTURE NO	NAME OF ROAD	NEW POSTING % OF CLASS 1	SPEED LIMIT(KM/HR)	ALTERNATIVE TO POSTING
1056.001	Buckingham Road	60%	30	None - must be posted but strengthening an option
1086.001	Morrison Road West	100%	30	None - must be posted but strengthening an option
1146.001	Gray Road	Unchanged at 100%	-	Condition deteriorating. Replacement - programmed for 2021/2022
1658.001	Kirkbride Street	40%	10	None - must be posted but strengthening an option
2459.001	Argyle Otahuti Road. Railway overbridge	LVO		None - Condition deteriorating. Expected life has been extended due to reduction in loading
2868.002	Matthews Road	100%	10	None - must be posted but strengthening an option
2868.003	Matthews Road	60%	10	None - must be posted but strengthening an option

4.1 BRIDGE 1056.001 BUCKINGHAM ROAD

Buckingham Road Bridge has steel beams with timber baulk decking.

The current horizontal pipe bracing of the Buckingham Road Bridge provides inadequate lateral restraint to the main beams under Class 1 Loading. The bridge shall be posted at 60% of Class 1 until additional bracing is designed and installed.



4.2 BRIDGE 1086.001 MORRISON ROAD WEST

Morrison Road West Bridge has steel beams and a central timber beam with timber plank decking.

The current horizontal pipe and timber bracing to Morrison Road West Bridge provides inadequate lateral restraint to the main beams under Class 1 loading. The bridge shall be posted at 100% Class 1 with a speed restriction of 30km/hr until additional bracing is designed and installed.



4.3 BRIDGE 1146.001 GRAY ROAD

Gray Road Bridge 1 has timber beams with timber plank and timber running boards. The timber beams have been previously strengthening with steel channels. The channels restricted access for inspection.

Due to its deteriorating condition Gray Road has been prioritised for replacement in the next round of SDC bridge replacements 2021/2022. If replaced in during 2021/2022 then posting of the bridge is not required.



4.4 BRIDGE 1658.001 KIRKBRIDE STREET

Kirkbride Street Bridge has steel beams with a timber baulk deck. The bridge supports a water pipeline on the underside. It has no bracing and therefore is inadequately laterally restrained. The bridge shall be posted to 40% Class 1.

Kirkbride Street Bridge has been prioritised for replacement in the 2021/2022 SDC Bridge Replacement programme.



4.5 BRIDGE 2459.001 ARGYLE OTAHUTI ROAD RAILWAY OVERBRIDGE

The Argyle Otahuti Road railway overbridge has timber beams and timber decking planks. The beams and once capping beam have been previously strengthened. Significant movement in the bridge was noted under heavy traffic loading at the south eastern pile and pile support during the inspection. The pile foundation has significant deterioration.

The bridge shall be posted to Light Vehicles Only. The reduction in loading on the bridge will extend the life of the bridge.

Annual Posted Bridge inspections will confirm the rate of deterioration and confirm if any further actions are necessary.



4.6 BRIDGE 2868.002 MATTHEWS ROAD BRIDGE

Matthews Road Bridge 2 has four steel beams and timber deck.

The current horizontal pipe bracing of the Matthews Road Bridge provides inadequate lateral restraint to the main beams under Class 1 Loading.

The bridge shall be posted at 100% of Class 1 with a speed restriction of 10km/hr until additional bracing is designed and installed.



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4.7 BRIDGE 2868.003 MATTHEWS ROAD BRIDGE

Matthews Road Bridge 3 has three steel beams and timber baulk deck.

The current horizontal pipe bracing of the Manse Road Bridge provides inadequate lateral restraint to the main beams under Class 1 Loading.

The bridge shall be posted at 60% of Class 1 until strengthening of the steel beams is designed and installed.

Strengthening will include additional steel beams or alterations to existing beams with additional cross bracing.



5 POSTING WEIGHT LIMITS SUMMARY

Table 5-1 summarises the findings of the Posting Weight Limit (PWL) evaluations. More detail can be found in the Inspection and Advice Records for each bridge in Appendix B.

- R** - Replacement/reconstruction recommended.
- S** - Strengthening repairs are recommended and, provided these are completed within the suggested time frames, posting weight restrictions are not considered necessary (unless noted otherwise).
- P** - Reduce posting.
- P_g** - Reduce speed limit to 10km/hr.
- T** - Steel hardness test will likely significantly increase assessment of capacity, avoiding possible need for increasing the weight limits.

Note – Table 5-1 is replicated in Appendix A without actions or comments included and is suitable for public communications.

Table 5-1 Posting Weight Limit Evaluation Results

NO	STRUCTURE NUMBER	NAME OF ROAD	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)	ACTION	COMMENT
1	1002.001	Progress Valley Rd	100%	10		No change
2	1008.001	Manse Rd	50%	10	P, S	Reduce posting to 50%
3	1054.001	Scrubby Hill Rd	100%	10		No change
4	1065.001	Marinui Rd	Axles 6,600kg	10		No change
5	1168.001	Waghorn Rd	50%	10	S	Pile and steel fittings
6	1186.001	Birch Rd	80%	10		No change
7	1206.001	Orr Rd 1	80%	10		No change
8	1253.001	Badwit Rd	50%	10		No change
9	1281.001	Mataura Island Titiroa Rd	Light vehicles only	10		No change
10	1332.001	Klondyke Rd	90%	10		No change

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11	1334.002	Matheson Rd 2	80%	10		No change
12	1355.001	Woods Rd 1	90%	10		No change
13	1373.001	Frazer Rd (Bdy Rd)	70%	10		No change
14	1376.001	Lauderdale Bush Rd	100%	30	P(s)	Reduce to 10km/hr
15	1565.002	Davidson Rd 3	80%	10		No change
16	1584.001	McKerchar Rd 1	70%	10		No change
17	1606.001	Bridge Inn Rd	100%	10		No change
18	1992.001	Fryer Rd	80%	10		No change
19	2055.005	Papatotara Coast Rd	80%	10		No change
20	2115.003	Feldwick Rd	80%	10	S	Pile Strengthening
21	2128.001	Purvis Rd	100%	10		No change
22	2371.002	Dunearn Rd	80%	10		No change
23	2373.001	Harbour Endowment Rd	100%	30	P(s)	Reduce to 10km/hr
24	2373.002	Harbour Endowment Rd	90%	10	S / R	Strengthen outer beam and abutment wall
25	2494.001	Breeze Rd	70%	10		No change
26	2515.001	McKinnon Rd 2	70%	10		No change
27	2555.001	Sharks Tooth Rd	70%	10		No change
28	2563.001	Channel Rd 1	Light vehicles only	10		No change
29	2623.001	Mandeville Rd	100%	10	S	Shear plates -6 months
30	2825.001	Caird Rd	50%	10		No change
31	2826.001	McBride Rd	40%	10		No change
32	2828.007	Otapiri Mandeville Rd	90%	10		No change
33	2856.002	Turnbull Rd	100%	10		No change

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34	2858.001	Winton Channel Rd	90%	10		No change
35	2861.001	Anderson Rd 4	80%	10		No change
36	2865.001	Benmore Otapiri Rd	80%	10		No change
37	2865.003	Benmore Otapiri Rd	70%	10		No change
38	2865.004	Benmore Otapiri Rd	100%	10	S	Shear plates – 6months
39	2895.002	Benmore Rd	80%	10		No change
40	2896.001	Dipton Flat Rd	50%	10	P, S	Reduce posting to 50%
41	2897.001	Riverside School Rd	70%	10		No change
42	2897.002	Riverside School Rd	50%	10		No change
43	3002.002	McDonald Rd 4	70%	10		No change
44	3004.002	Lang Rd 2	100%	10	P, S	Reduce posting to 50%
45	3015.004	Dipton Mossburn Rd				Bailey bridge in place
46	3048.001	McLeod Rd 2	90%	10		No change
47	3144.001	Tomogalak Rd	50%	10	P, T, S	Reduce posting to 50%
48	3147.001	Wilson Rd 7	80%	10	S	Pile/pile cap HD bolt
49	3158.002	Murphy Rd	50%	10	P	Reduce posting to 50%
50	3353.001	Carter Rd	50%	10		No change
51	3363.001	Duthie Rd 2 (Bdy Rd)	80%	10		No change
52	3407.002	Lake Monowai Rd	Axles 7,000 kg, Gross 28,500 kg	10		No change
53	3407.004	Lake Monowai Rd	80%	10		No change
54	3617.001	West Dome Station Rd	70%	10		No change

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55	3626.003	Hillas Rd	100%	10	T	No change - testing
56	3652.005	Sutherland Rd	70%	10		No change
57	3654.001	Cumming Rd	100%	10		No change
58	3736.001	Hume Rd	100%	10		No change
59	3902.002	Horseshoe Bay Rd	80%	10		No change
60	9576.001	Off Webb Rd	60%	10		No change
Additional priority bridges to be posted:						
61	1056.001	Buckingham Rd	60%	30	P, S	Post to 60%
62	1086.001	Morrison Rd West	100%	30	P, S	Post to 100%
63	1658.001	Kirkbride St	40%	10	P	Post to 40%
64	2459.001	Argyle Otahuti Rd	Light vehicles only			No change
65	2868.002	Matthews Rd	100%	10		Reduce to 10km/hr
66	2868.003	Matthews Rd	60%	10	P, S	Post to 60%

6 RECOMMENDATIONS

Recommendations for the SDC Posted bridge stock evaluated is as follows:

- Update PWL signage to reflect the findings of this report.
- Undertake steel testing to determine if better steel properties exist other than that assumed.
- Complete required strengthening works within the required timeframes as detailed in Section 3 and 4 and summarised in Table 5.1 in Section 5.
- Continue to perform annual weight limit certification inspections for bridges with weight or speed restrictions.
- Consider future strategy for managing SDC's deteriorating timber bridge stock including implementing proactive maintenance strategies and inspection regimes, followed by developing a programme for repair, strengthening and replacement based on assessed condition, remaining useful life and level of service requirements.

7 LIMITATIONS

Disclaimer/Limitation Statement

This report ('Report') has been prepared by WSP exclusively for Southland District Council (SDC) ('Client') in relation to the evaluation of the posted bridges in Southland ('Purpose') and in accordance with the Contract for Roadway Structural Inspection Services, Contract No 20/2 dated 23-10-2020. The findings in this Report are based on and are subject to the assumptions specified in the Report. WSP accepts no liability whatsoever for any reliance on or use of this Report, in whole or in part, for any use or purpose other than the Purpose or any use or reliance on the Report by any third party.

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APPENDIX A - POSTED BRIDGE STATUS

Table A-1 Southland District Council Notification of Weight and / or Speed Limits on Bridges June 2021

NO	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
1	2861.001	Anderson Rd 4	Central on bridge	80%	10
2	2459.001	Argyle Otahuti Rd	Central on bridge	Light vehicles only	
3	1253.001	Badwit Rd	Central on bridge	50%	10
4	2865.001	Benmore Otapiri Rd	Central on bridge	80%	10
5	2865.003	Benmore Otapiri Rd	Central on bridge	70%	10
6	2865.004	Benmore Otapiri Rd	Central on bridge	100%	10
7	2895.002	Benmore Rd	Central on bridge	80%	10
8	1186.001	Birch Rd	Central on bridge	80%	10
9	2494.001	Breeze Rd	Central on bridge	70%	10
10	1606.001	Bridge Inn Rd	Central on bridge	100%	10
11	1056.001	Buckingham Rd	Central on bridge	60%	30
12	2825.001	Caird Rd	Central on bridge	50%	10
13	3353.001	Carter Rd	Central on bridge	50%	10
14	2563.001	Channel Rd 1	Central on bridge	Light vehicles only	10
15	3654.001	Cumming Rd	Central on bridge	100%	10
16	1565.002	Davidson Rd 3	Central on bridge	80%	10
17	2896.001	Dipton Flat Rd	Central on bridge	50%	10
18	3015.004	Dipton Mossburn Rd	Closed - Bailey Bridge in place		
19	2371.002	Dunearn Rd	Central on bridge	80%	10
20	3363.001	Duthie Rd 2 (Bdy Rd)	Central on bridge	80%	10
21	2115.003	Feldwick Rd	Central on bridge	80%	10
22	1373.001	Frazer Rd (Bdy Rd)	Central on bridge	70%	10
23	1992.001	Fryer Rd	Central on bridge	80%	10
24	2373.002	Harbour Endowment Rd	Central on bridge	90%	10
25	2373.001	Harbour Endowment Rd	Central on bridge	100%	30
26	3626.003	Hillas Rd	Central on bridge	100%	10
27	3902.002	Horseshoe Bay Rd	Central on bridge	80%	10

6-VN127.00

Investigation and Evaluation of posted bridges

Southland District Council

WSP
11 May 2021
23

NO	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
28	3736.001	Hume Rd	Central on bridge	100%	10
29	1658.001	Kirkbride St	Central on bridge	40%	10
30	1332.001	Klondyke Rd	Central on bridge	90%	10
31	3407.002	Lake Monowai Rd		Axles 7,000 kg, Gross 28,500 kg	10
32	3407.004	Lake Monowai Rd		80%	10
33	3004.002	Lang Rd 2	Central on bridge	100%	10
34	1376.001	Lauderdale Bush Rd	Central on bridge	100%	30
35	2623.001	Mandeville Rd	Central on bridge	100%	10
36	1008.001	Manse Rd	Central on bridge	50%	10
37	1065.001	Marinui Rd	Central on bridge	Axles 6,600kg	10
38	1281.001	Mataura Island Titiroa Rd	Central on bridge	Light vehicles only	10
39	1334.002	Matheson Rd 2	Central on bridge	80%	10
40	2868.002	Matthews Rd	Central on bridge	100%	10
41	2868.003	Matthews Rd	Central on bridge	60%	10
42	2826.001	McBride Rd		40%	10
43	3002.002	McDonald Rd 4	Central on bridge	70%	10
44	1584.001	McKerchar Rd 1	Central on bridge	70%	10
45	2515.001	McKinnon Rd 2	Central on bridge	70%	10
46	3048.001	McLeod Rd 2	Central on bridge	90%	10
47	1086.001	Morrison Rd West	Central on bridge	100%	30
48	3158.002	Murphy Rd		50%	10
49	9576.001	Off Webb Rd	Central on bridge	60%	10
50	1206.001	Orr Rd 1	Central on bridge	80%	10
51	2828.007	Otapiri Mandeville Rd	Central on bridge	90%	10
52	2055.005	Papatotara Coast Rd	Central on bridge	80%	10
53	1002.001	Progress Valley Rd	Central on bridge	100%	10
54	2128.001	Purvis Rd	Central on bridge	100%	10
55	2897.001	Riverside School Rd	Central on bridge	70%	10

6-VN127.00
Investigation and Evaluation of posted bridges
Southland District Council

WSP
11 May 2021
24

NO	STRUCTURE NUMBER	NAME OF ROAD	WEIGHT LIMITS MAX WT ON ANY AXLE(KG) POSITION ON BRIDGE	AXLE WEIGHT / % CLASS 1	MAX SPEED LIMIT (KM/HR)
56	2897.002	Riverside School Rd	Central on bridge	50%	10
57	1054.001	Scrubby Hill Rd	Central on bridge	100%	10
58	2555.001	Sharks Tooth Rd	Central on bridge	70%	10
59	3652.005	Sutherland Rd	Central on bridge	70%	10
60	3144.001	Tomogalak Rd	Central on bridge	50%	10
61	2856.002	Turnbull Rd	Central on bridge	100%	10
62	1168.001	Waghorn Rd	Central on bridge	50%	10
63	3617.001	West Dome Station Rd	Central on bridge	70%	10
64	3147.001	Wilson Rd 7	Central on bridge	80%	10
65	2858.001	Winton Channel Rd	Central on bridge	90%	10
66	1355.001	Woods Rd 1	Central on bridge	90%	10

Table A-2 Closed Bridges

NO	STRUCTURE NUMBER	NAME OF ROAD
1	2444.001	McLeish Rd 2
2	2475.001	Nelson Rd
3	2596.001	Scott Rd 2
4	2526.001	Thomsons Crossing Rd
5	2654.001	Welsh Rd East

The bridges listed in Table A-3 have been replaced or are currently in the process of being replaced with concrete Class 1 Bridges with no speed restrictions. These bridges will be removed from the Posted Bridge inventory.

Table A-3 Posted Bridges – Replaced, closed, or currently being replaced with Class 1 Bridges with no speed restrictions

	STRUCTURE NUMBER	NAME OF ROAD
1	3248.001	Argyle Rd
2	1164.001	Ashers Rd
3	3143.002	Biggar Rd 2
4	1296.002	Braid Rd
5	3346.001	Bruce Rd
6	3598.002	Dunrobin Valley Rd
7	3347.001	Fortune Rd
8	1498.001	Hedley Rd
9	2476.001	Howden Rd
10	3342.001	Kingsbury Rd
11	2066.005	Lillburn Monowai Rd
12	2475.001	Nelson Rd (Closed)
13	3694.001	Parawa Station Rd
14	3245.012	Piano Flat Rd
15	2503.001	Pullar Rd
16	3618.001	Taylor Rd 4
17	1166.002	Waituna Lagoon Rd

APPENDIX B – BRIDGE INSPECTION AND ADVICE RECORDS

Appendix B includes the Bridge Inspection and Advice Records for all bridges evaluated and provides the following information:

- Photographic record
- Description of bridge
- Condition assessment
- Capacity/Posting Weight Limit (PWL) evaluation outcome
- Discussion, remedial options and suggested action

Proposed Right of Way in favour of the South Coast Environment Society Incorporated at Riverton

Record No: R/21/5/21996
Author: Kevin McNaught, Manager Property Services
Approved by: Nick Hamlin, Group Manager Programme Delivery

☒ Decision ☐ Recommendation ☐ Information

Purpose

- 1 To decide under delegated authority from the Minister of Conservation, whether to grant a right of way easement to the South Coast Environment Society Incorporated over a Council owned recreation reserve in Riverton.

Executive Summary

- 2 As part of planning for a significant development of the site of the Hammer Hardware store at 152 Palmerston Street Riverton, right of way and drainage easements were discovered running through the middle of the property, that if remained were going to halt the development.
- 3 The easements were in favour of the adjoining South Coast Environment Society Incorporated property at 154 Palmerston Street. As their building covered the full street frontage and no other access existed to the rear of the property, the right of way was the only access unless some other arrangements were put in place.
- 4 Council as the owner of the land at the rear of the property, for which the existing physical access was over, was approached as to whether it would be agreeable to grant a right of way to formalise this access, which would allow the surrender the existing but unused easement through the Hammer Hardware property.
- 5 The Council land over which the proposed right of way is to be created, is a recreation reserve subject to the Reserves Act 1977. Section 48 of that act allows the right of way to be created but with the consent of the Minister of Conservation.
- 6 The July 2013 delegation issued by the Minister of Conservation grants the administering body (Council) the authority to make that decision, however the letter attached to the delegation states that delegation of the Minister's powers must be retained by Council and not be subdelegated to staff.
- 7 This report is recommending that Council under delegated authority of the Minister of Conservation's authority grant the proposed right of way in favour of the South Coast Environment Society Incorporated.

Recommendation

That the Council:

- a) **Receives the report titled “Proposed Right of Way in favour of the South Coast Environment Society Incorporated at Riverton” dated 11 May 2021.**
- 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) Pursuant to Section 48(1) of the Reserves Act 1977 acting under delegated authority from the Minister of Conservation consent to the Southland District Council granting a right of Way easement over Section 5 SO 420004 in favour of Lot **1 DP 5648 as shown area “A” on LT 560443**

Background

- 8 As part of planning for a significant development of the site of the Hammer Hardware store at 152 Palmerston Street Riverton, right of way and drainage easements were discovered running through the middle of the property, that if remained were going to halt the development. The easements are shown as “A” on the attached photograph
- 9 The easements were in favour of the adjoining South Coast Environment Society Incorporated property at 154 Palmerston Street. As their building covered the full street frontage and no other access existed to the rear of the property, the right of way was the only access unless some other arrangements were put in place.
- 10 Council as the owner of the land at the rear of the property, for which the existing physical access was over, was approached as to whether it would be agreeable to grant a right of way to formalise this access to allow the surrender of the existing but unused easement through the Hammer hardware property. The proposed easement is shown as “B” on the attached photograph
- 11 The Council land over which the proposed right of way is to be created, is a recreation reserve subject to the Reserves Act 1977. Section 48 of that act allows the right of way to be created but with the consent of the Minister of Conservation.
- 12 The July 2013 delegation issued by the Minister of Conservation grants the administering body (Council) the authority to make that decision, however the letter attached to the delegation states that delegation of the Minister’s powers must be retained by Council and not be subdelegated to staff.
- 13 This report is recommending that Council under delegated authority of the Minister of Conservation’s authority, grant the proposed right of way in favour of the South Coast Environment Society Incorporated.

Issues

- 14 The main issue is that unless some alternative legal access to the rear of the property at 154 Palmerston Street is created, the existing right of way easement through 152 Palmerston Street will remain and stop the redevelopment of this site.
- 15 From a staff perspective the creation of the proposed easement is not an issue given that the physical access to the rear of the property at 154 Palmerston Street and others has been over the Council owned reserve for some considerable number of years as can also be seen on the attached photograph.

Factors to Consider

Legal and Statutory Requirements

- 16 The Council owned land over which the proposed right of way is to be created is a recreation reserves subject to the Reserves Act 1977. Section 48 (1)(f) allows for the creation of a right of way providing or facilitating access of any other land not forming part of the reserve.
- 17 The granting of the easements by the administering body of the reserve (Council) is subject to the consent of the Minister of Conservation.
- 18 In July 2013 the Minister of Conservation delegated his powers to territorial authorities where they are also the administering body.
- 19 The letter attached to the delegation clearly states that the delegations do not provide the power to sub delegate to staff and that this delegation should be exercised by the Council itself.
- 20 Once this decision is made by Council, staff will be able to complete the process as the administering body under the delegations granted by Council.
- 21 Given the existing use of the area, the proposed easement includes a clause that there is no timeframe to physically form the access. It is anticipated that this would only happen in the future should the existing formed but informal access arrangements be no longer available.

Community Views

- 22 Section 48(3) of the Act states that public notification of the proposal is not required where the reserve is vested in and administering body and is not likely to be materially altered or permanently damaged and the rights of the public are not likely to be permanently affected.
- 23 Given the scale of the easement in relation to the whole property, the existing physical use of the land already in that location and that the easement does not grant exclusive possession then it is considered that public notification is not required.
- 24 The Oraka/Aparima Community Board have been consulted informally, and in an email dated 11 May from the Chairman he stated the Board are in total agreement with the granting of the easement.
- 25 While the title to the land has not yet had a notice registered on it, noting it is subject to Part 9 of the Ngai Tahu Claims Settlement Act 1998, Ngai Tahu were consulted anyway. In a letter dated 10 May 2021 the letter concludes “..In light of this, Te Rūnanga o Ngai Tahu does not have any concerns with right of way being registered.

Costs and Funding

- 26 All Council costs are being paid by the applicant, being the owners of the property at 152 Palmerston Street. The easement document states that when physical construction is required this will be at the sole costs of the grantee being the owner of 154 Palmerston Street.

Policy Implications

- 27 Non-identified at this stage. There is no reserve management plan for this land given it has only recently been vested in Council.

Analysis

Options Considered

- 28 The options are to consent to the creation of the proposed right of way or not.

Analysis of Options

Option 1 – Grant Consent

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Allows the significant development of the property at 152 Palmerston Street to proceed. Creates a more practical access arrangement to the rear of 154 Palmerston street 	<ul style="list-style-type: none"> The creation of an easement over the reserve

Option 2 – Decline consent

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> No easement created over the reserve 	<ul style="list-style-type: none"> Will likely stop the significant development on 152 Palmerston Street

Assessment of Significance

- 29 This is not considered significant

Recommended Option

- 30 Option 1 – Grant consent.

Next Steps

- 31 Complete creation of the easement.

Attachments

- A Plan of existing and proposed Easements Riverton [↓](#)
 B LT Plan 560443 [↓](#)





Monthly Financial Report - March 2021

Record No: R/21/4/20263
Author: Lesley Smith, Management Accountant
Approved by: Anne Robson, Chief Financial Officer

☐ Decision ☐ Recommendation ☒ Information

Summary

1. The purpose of this report is to provide Council with an overview of the financial results for the eight months to 31 March 2021 by the nine activity groups of Council, as well as the financial position, and the statement of cash flows as at 31 March 2021.
2. This report summarises Council's financial results for the nine months to 31 March 2021.

Recommendation

That the Council:

- a) **Receives the report titled "Monthly Financial Report - March 2021" dated 12 May 2021.**

Attachments

A Monthly Financial Report March 2021 [↓](#)



Monthly financial report

March 2021

Southland District Council
Te Rohe Pōtae o Murihiku

PO Box 903
15 Forth Street
Invercargill 9840

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

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Executive summary

This monthly financial report summarises Council's financial results for the nine months to 31 March 2021.

The monthly financial report summary consolidates the business units within each of Council's groups of activities.

The monthly financial report includes:

- year to date (YTD) actuals, which are the actual costs incurred
- year to date (YTD) projection, which is based on the full year projection and is currently the combination of the Annual Plan and carry forwards
- year to date (YTD) budget, which is based on the full year Annual Plan budget with adjustments for phasing of budgets
- full year (FY) budget, which is the Annual Plan budget figures
- full year (FY) projection, which is the Annual Plan budget figures plus the carry forwards.

Phasing of budgets occurred in September, at forecasting and when one-off costs have actually occurred. This should reduce the number of variance explanations due to timing.

Where phasing of budgets has not occurred, one twelfth of annual budgeted cost is used to calculate the monthly budget.

Carry forwards were entered in October and forecasting will occur in April.

Southland District Council summary reports use a materiality threshold to measure, monitor and report on financial performance and position of Council. The materiality threshold adopted by Council, together with the annual budget for 2020/2021 variances more or less than 10% of the original adopted budget and greater than \$10,000 in value.

Comments which are additional from previous reports are emphasised in blue.

Report contents:

- A. Council monthly summary
- B. Council summary report - income and expenditure and commentary
- C. statement of comprehensive income
- D. statement of financial position and movement commentary
- E. statement of cash flows.

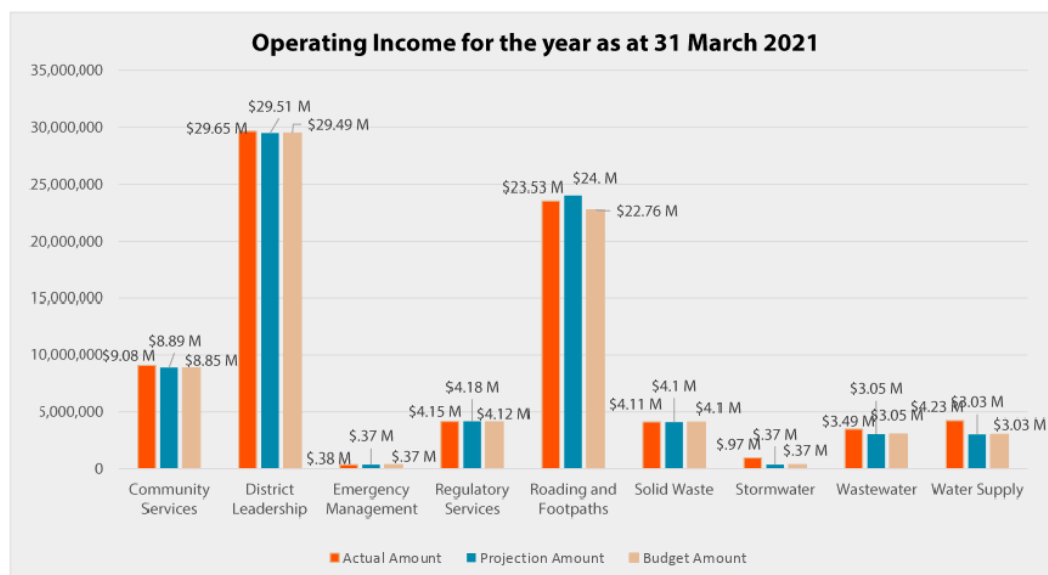
Abbreviation explanation

ABBREVIATION	DESCRIPTION
AP	Annual Plan
CAPEX	Capital expenditure
ELT	Executive leadership team
FYB	Full year budget
GDC	Gore District Council
GIS	Geographic information system
GMSE	GeoMedia smart client
GST	Goods and Services tax
ICC	Invercargill City Council
LED	Light emitting diode
LTP	Long Term Plan
ME	Month end
NZTA	Waka Kotahi NZ Transport Agency
SDC	Southland District Council
SIESA	Stewart Island Electricity Supply Authority
YE	Year end
YTD	Year to date
YTD Variance	Comparison of actual results compared to YTD budget
\$M	Millions of dollars

Council monthly summary

Income

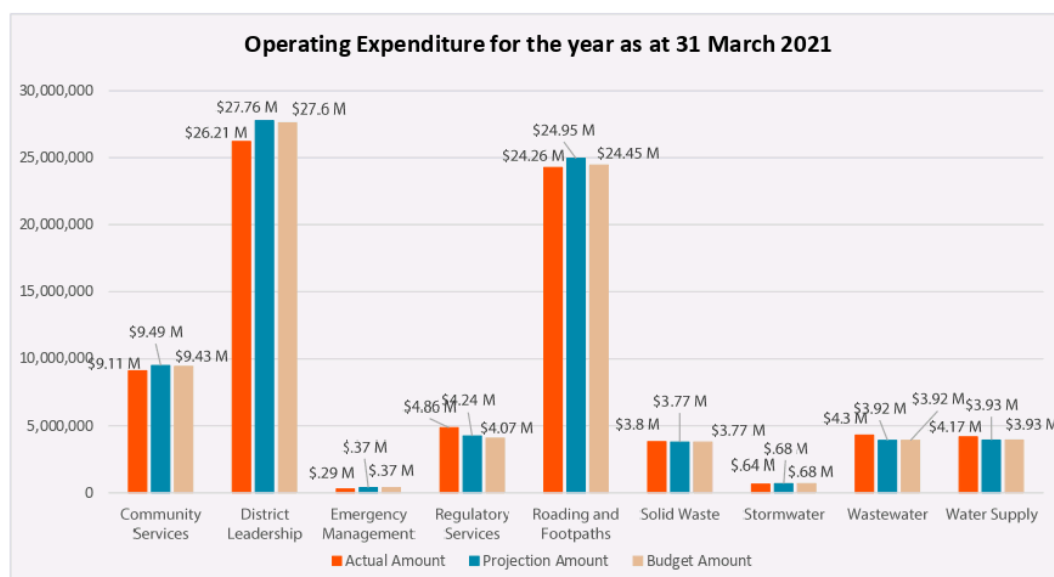
Operating income is \$2.1 million (3%) above projection YTD (\$79.6 million actual vs \$77.5 million projection).



- **roading and footpaths** is \$469,726 million (2%) lower than projection due to the timing of work
- **community services** are \$194,846 (2%) higher than projection
 - Council facilities income is \$259,604 (13%) higher than budget largely due to the proceeds from property sales. The Hokonui hall (\$95,000) and the land at Winton Wools (\$90,000) were sold with the proceeds from these sales currently sitting in reserves. The land at the Rakiura Museum (\$75,000) was disposed with the proceeds being paid to the Rakiura Heritage Trust, which is included under operational expenditure
 - parks and reserves income is \$67,481 (5%) higher than projection due to the Curio Bay reserve receiving a grant of \$59,473 to upgrade the water treatment from the 3 waters stimulus grant and will be included in forecasting
 - public conveniences income is \$59,983 (9%) below projection, this is directly related to lower income from the Lions Park toilet and the grant yet to be received for the Monkey Island toilet
 - work schemes income is \$93,654 (33%) lower than projection, while the team has been taking a proactive approach to work with community boards to identify pieces of work that they can do within the budgets, the drop in number of workers coming through from corrections is having an impact on the team's ability to achieve the projected level of work, which in turn impacts the level of income for the business unit, the revenue for the remainder of the year will be reduced as part of forecasting
- **district leadership** income is in line with projection. Included in district leadership is forestry. The income from harvesting of the Waikaia forest is \$2.43 million, \$553,000 (29%) higher than projection. The harvest operations at Waikaia are now complete with 22,325 tonnes recovered, 3,545 tonnes over projection. Both the yield per hectare and the price per tonne is higher than projected. Additionally, there is income from the three waters collaboration of \$402,502. The Otago Southland three waters collaboration is the new business unit created for the work the GM of services and assets is undertaking for the reform. Water Services income is \$223,000 higher due to 3 waters stimulus grant income. Milford Opportunities is \$119,100 higher than projection in the current financial year, the total income for the project has now been received and in line with the expected grant income for the project. **Stewart Island Visitor Levy income is \$35,000 higher than projection due to higher than forecast visitor numbers.** Offsetting the increased revenue is \$877,000 of lower than projected revenue from corporate services (including representation and advocacy) charged across the organisation and investment income \$317,000 lower than projection
- **stormwater** income is \$598,706 (163%) higher than projection, \$596,000 relates to grant funding for 3 waters reform stimulus projects
- **wastewater** income is \$440,206 (14%) higher than projection, \$418,000 relates to grant funding for 3 waters reform stimulus projects
- **water supply** income is \$1,192,696 (39%) higher than projection, \$1,226,580 relates to grant funding for 3 waters reform stimulus projects, this is offset by water meter charges being \$57,742 lower than projection due to lower usage in Te Anau with hotels and motels either closed or experiencing reduced occupancy, the projected income for the year from water meter charges will be reduced by 40% as part of forecasting, with the shortfall funded by a loan, these repayments are currently not built into the LTP and may need to be incorporated as part of the LTP submission process.

Expenditure

Operating expenditure is \$1.5 million (2%) under projection for the YTD (\$77.6 million actual vs \$79.1 million projection).



- **community services** is \$386,211 (4%) lower than projection
 - community centres are below projection by \$125,465 (26%), we are awaiting applications from non-Council owned halls for rates collected on behalf of these halls for \$71,000 of this, reminders are sent quarterly, the remainder of the variance (\$40,000) relates to projects which are on hold until the community boards determine the future of the halls at Fortrose, Clifden and Otapini with the local community
 - library services are \$79,033 (7%) below projection due to staff vacancy and lower training and mileage costs as a result of the ongoing impact of Covid19 restrictions
 - **parks and reserves are \$82,597 (5%) lower than projected due to the timing of various maintenance projects across the District**
 - SIESA costs are \$72,056 (5%) below projection mainly due to lower than projected fuel costs as diesel prices continue to be less than budgeted, along with a reduction in the management fee under the renewed contract
 - Te Anau airport is \$47,270 (18%) below projection, due to an underspend in general maintenance costs, Part 139 certification costs and management fees. Runway maintenance tasks including spraying, sweeping and crack sealing have been completed, further spraying and sweeping operations will be scheduled for the remainder of the year
 - public conveniences costs are \$56,715 higher than projection, increase in cleaning and supplies costs are \$12,000 higher than projection due to the new contracts coming in to place, including the increase in level of service with new facilities at Monkey Island and Clifden. Maintenance costs are \$35,000 higher than projection, increased maintenance has been required due to the aging infrastructure, new toilets are included in the LTP to reduce future ongoing maintenance.

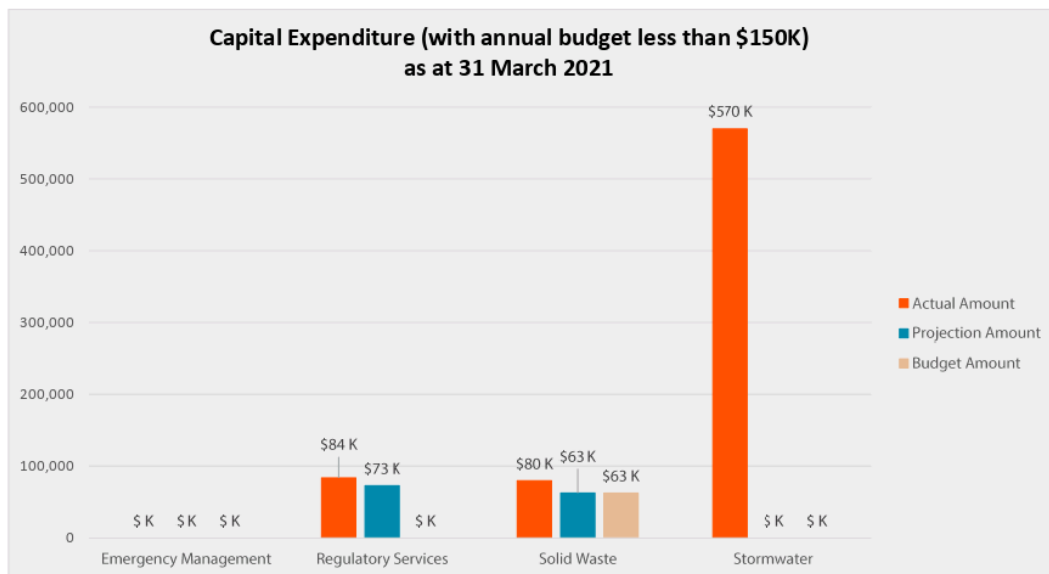
- **district leadership** is \$1,546,247 (6%) below projection
 - customer support is \$210,717 (23%) lower than projection, postage and staff costs are below projection due to the timing of postage charges, staff changes and minimal use of the casual budget at this time of the year
 - **financial service costs are \$84,501 (5%) below projection, due principally to the timing of the internal audits**
 - governance is \$119,703 (21%) below projection due to a staff vacancy in the first half of the year resulting in lower than anticipated staff costs. Expenditure relating to training, office consumables and advertising has also been less than budget
 - information management is \$191,547 (9%) below projection, the main variances are photocopying, staff and consulting costs. The loan interest is also below projection due to the capital programme completed in the last financial year being lower than budgeted
 - **water services costs are \$62,875 (4%) lower than projection, the main variance is staff costs due to vacancies within the team**
 - community leadership is \$104,960 (11%) below projection, due to the timing of general projects
 - **regional development funding costs are \$256,000 (28%) lower than projection, this is a timing difference due to late receipt of invoices**
 - **representation and advocacy costs are \$188,202 (10%) below projection, the main variances are general projects \$68,000 lower than projected and consultancy and contribution to shared services for consultant costs \$104,000 lower than projection**
 - this also includes allocations of corporate overhead costs to district leadership of \$691,000 lower than forecast, which are offset by revenue noted in the income section above
 - forestry costs are \$93,668 (6%) higher than projected due to the additional tonnage harvested at the Waikaia block
 - three waters collaboration costs are \$428,151 as explained above under the income section these are fully funded by contributions from the councils that form the collaboration group
- **regulatory services** are \$623,674 (15%) higher than projection
 - building control is \$552,628 (31%) higher than projection, as Council is aware additional expenditure has been required to ensure statutory compliance is met, these increased costs have been incorporated into the forecasting report presented to Finance and Assurance and Council in their next meetings
 - dog and animal control are \$85,705 (14%) lower than projection mainly due to lower than projected dog contractor costs as there have been lower call outs than expected
 - resource management is \$104,825 (8%) lower than projection with resource consent processing being \$144,864 higher than projection, mainly due to higher than projected consultancy fees for resource consent processing, ecological support for enforcement orders and onsite wastewater advice
- **roading and footpaths** is \$683,970 (3%) below projection
 - roading administration is \$208,765 (36%) below projection, improvements to time tracking systems compared to when the budget was developed has seen recoverable work from projects for wages increase, this variance is \$112,000. Contribution to road safety southland is \$46,000 lower than projection due to the timing of receiving the invoice
 - roading District wide is \$236,220 (1%) below projection, environmental maintenance is \$210,667 over projected budget, this is weather related and is anticipated to be a timing difference, sealed

pavement maintenance is \$289,771 higher than projected in part due to the weather conditions earlier in the year, these costs are offset by emergency reinstatement being \$213,407 under projection. Emergency reinstatement work is on target to be completed by the end of the year. Network and asset management is \$280,905 under projection and has started to come back in line over March. Structure maintenance is \$160,861 below projection, structure maintenance work has now commenced and this is deemed to be a timing difference

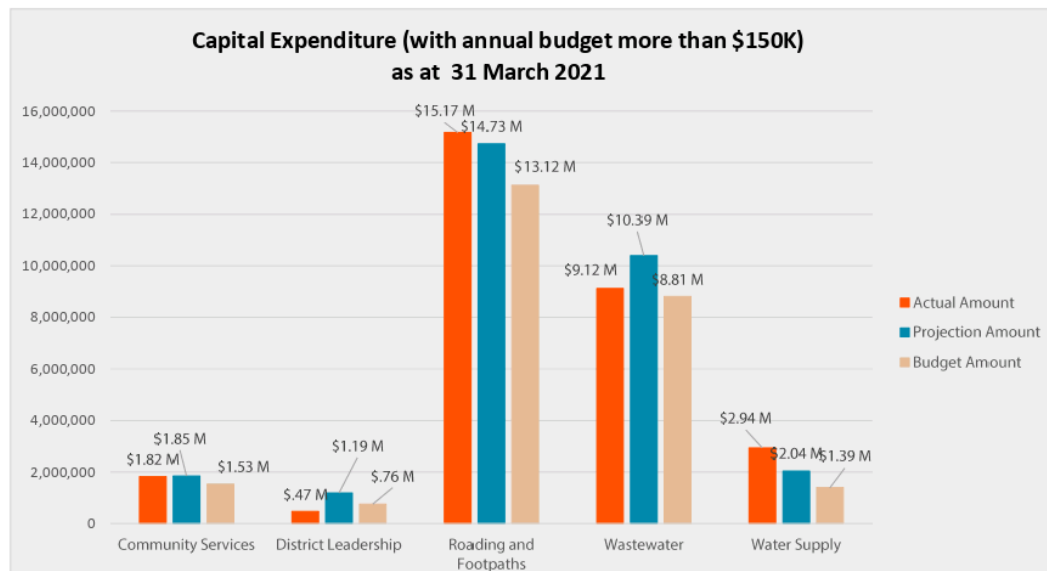
- street works is \$375,068 (67%) below projection, the footpath renewals work has now been procured with the programmes submitted by the contractors showing that the work is to be completed by the end of June
- roading special purpose is \$190,000 (188%) higher than projection due to emergency works on the Lower Hollyford Road, these costs are fully funded by NZTA
- **stormwater** is \$42,607 (6%) lower than projection, monitoring costs are \$56,000 lower than projection, with total maintenance is \$16,000 higher than projection
- **wastewater** is \$386,976 (10%) higher than projection, included is \$99,287 of stimulus funded condition assessment and \$80,000 stimulus funded grant to Environment Southland for contribution to flood protection to Upukerora River to protect wastewater ponds. Routine maintenance costs are \$130,069 higher than budget due to increased costs at Edendale/Wyndham wastewater treatment plant and Curio Bay pump station costs
- **water supply** is \$236,228 (6%) higher than projection, included is \$64,151 of stimulus funded consultancy and \$129,272 of stimulus funded water safety plans. District maintenance costs are higher than projected, \$43,000 relates to the cartage of water and operation of the treatment plant at Curio Bay, routine maintenance is higher than originally budgeted due to an increase in sampling and monitoring as new requirements are introduced.

Capital expenditure (CAPEX)

Capital expenditure is \$70,577 (0%) lower than projection year to date (\$30.3 million actual vs \$30.3 million projection).



- **regulatory services** capital expenditure of \$5,859 is for an upgrade to Council's software system to host online applications for new regulatory fees, along with \$77,844 for new vehicles
- **solid waste** actual capital expenditure of \$36,000 is for additional wheelie bins that have been supplied. The cost is being met from wheelie bin recoveries. \$44,000 relates to capital expenditure at the transfer station at Stewart Island, compared to projection of \$63,000, the balance is a timing difference
- **stormwater** is \$569,542 above projection (\$0), this relates to 3 waters stimulus projects funded from the stimulus grant.



- **community services** are \$23,574 (1%) lower than projection
 - Council facilities are \$75,471 (6%) higher than projection. \$401,000 relates to the capital works at the Te Anau office which have not been started and will be delayed as a result of efficiencies that can be gained by doing the RFID (radio frequency identification) project at the same time. This will be captured as part of the forecasting round. The costs for the Invercargill office are \$316,000 higher than projected, \$845,825 was mistakenly not carry forward for this project to 2021 and will be corrected along with a review of the total project cost as part of forecasting. \$160,000 of costs have been incurred on the Winton office this variance is due to phasing of the timing of the Winton office budget
 - library services are \$36,689 (27%) below projection. The industry is still experiencing disruption to publishing and distribution of new titles with many releases pushed back many months resulting in a much smaller assortment of titles available to purchase
 - parks and reserves are \$22,001 higher than projection, \$53,527 relates to the Curio Bay upgrade to the water treatment plant from the 3 waters stimulus grant. This is partially offset by project costs yet to be incurred for the completion of the Tokonui playground
 - **works scheme is \$52,500 lower than projection, the budget was to replace a vehicle, the replacement of the vehicle will be deferred to next financial year as it has not reached the end of its useful life**
- **district leadership** is \$715,135 (60%) under projection. Information management capital expenditure for software renewal is below projection. This relates to core systems and is not expected to be spent this financial year with the unspent budget being moved to the next financial year
- **rooding and footpaths** are \$439,808 (3%) above projection

- district roading is \$304,545 (2%) higher than projected, with sealed road resurfacing \$2.1 million over projection, pavement rehabilitation is \$38,000 below projection with work on track to be completed by April. Footpath renewals (\$601,000), bridge renewals (\$406,000) and unsealed road metal renewals (\$460,000) are below projection. Traffic services (\$195,000) are below projection, the work programme is expected to be completed by the end of the financial year
- street works is \$169,563 (45%) ahead of projection due to timing of works and the budgeting of recovery of local share as operational expenditure, the budget has been moved to capital as part of forecasting
- **wastewater** is \$1.3 million (13%) below projection and is a timing difference related to the phasing of the Te Anau wastewater upgrade project budget, this is currently expected to be completed within the financial year, assuming no further supply chain issues due to Covid-19
- **water supply** is \$899,278 (44%) higher than projection, \$1 million of this relates to AC pipe replacement in across areas of the district funded by the stimulus grant

Council summary report

Southland District Council Financial Summary
for the period ending 31 March 2021

Operating Income									
	YTD					FYB			
	Actual Amount	Projection Amount	Budget Amount	Variance	Var %	Projection Amount	Budget Amount	Variance	Var %
Community Services	9,084,107	8,889,261	8,854,710	194,846	2%	12,763,950	12,711,306	(52,643)	(0%)
District Leadership	29,647,134	29,507,772	29,493,243	139,362	0%	38,209,534	38,190,162	(19,372)	(0%)
Emergency Management	375,560	374,576	374,576	984	0%	499,435	499,435	(0)	(0%)
Regulatory Services	4,150,357	4,175,152	4,117,699	(24,795)	(1%)	5,436,704	5,360,101	(76,604)	(1%)
Roading and Footpaths	23,531,006	24,000,732	22,756,025	(469,726)	(2%)	32,116,474	30,551,021	(1,565,453)	(5%)
Solid Waste	4,110,159	4,103,758	4,103,758	6,402	0%	5,481,398	5,481,398	(0)	0%
Stormwater	966,172	367,466	367,466	598,706	163%	547,110	547,110	(0)	(0%)
Wastewater	3,493,796	3,053,590	3,053,590	440,206	14%	6,074,785	6,074,785	(0)	0%
Water Supply	4,225,951	3,033,255	3,033,255	1,192,696	39%	4,148,304	4,148,304	(0)	0%
Total	\$79,584,244	\$77,505,562	\$76,154,322	2,078,682	3%	\$105,277,694	\$103,563,623	(1,714,071)	(2%)
Operating Expenditure									
	YTD					FYB			
	Actual Amount	Projection Amount	Budget Amount	Variance	Var %	Projection Amount	Budget Amount	Variance	Var %
Community Services	9,107,349	9,493,560	9,430,766	(386,211)	4%	13,773,395	13,715,805	(57,591)	(0%)
District Leadership	26,214,480	27,760,727	27,600,309	(1,546,247)	6%	39,230,070	38,976,808	(253,262)	(1%)
Emergency Management	285,512	374,576	374,576	(89,064)	24%	499,435	499,435	(0)	(0%)
Regulatory Services	4,861,337	4,237,663	4,073,636	623,674	(15%)	6,235,997	5,799,219	(436,778)	(7%)
Roading and Footpaths	24,262,024	24,945,994	24,450,928	(683,970)	3%	33,440,562	32,903,715	(536,847)	(2%)
Solid Waste	3,803,380	3,769,623	3,769,623	33,757	(1%)	5,259,915	5,259,916	(1)	0%
Stormwater	637,794	679,861	679,861	(42,068)	6%	905,066	905,067	(1)	0%
Wastewater	4,302,433	3,915,457	3,915,457	386,976	(10%)	5,181,109	5,181,109	(0)	(0%)
Water Supply	4,166,623	3,930,394	3,930,394	236,228	(6%)	5,193,632	5,193,631	(1)	(0%)
Total	\$77,640,931	\$79,107,855	\$78,225,551	(1,466,924)	2%	\$109,719,181	\$108,434,705	(1,284,476)	(1%)
Net Surplus/Deficit	\$1,943,313	(\$1,602,293)	(\$2,071,229)	3,545,606	1%	(\$4,441,487)	(\$4,871,083)	(429,595)	(0%)
Capital Expenditure									
	YTD					FYB			
	Actual Amount	Projection Amount	Budget Amount	Variance	Var %	Projection Amount	Budget Amount	Variance	Var %
Community Services	1,821,634	1,845,208	1,525,933	(23,574)	(1%)	3,795,063	3,258,909	(536,154)	(14%)
District Leadership	470,442	1,185,577	756,255	(715,135)	(60%)	1,342,518	734,319	(608,199)	(45%)
Emergency Management	-	-	0	0	0%	-	-	0	0%
Regulatory Services	83,702	72,817	0	10,885	0%	170,206	73,116	(97,090)	(57%)
Roading and Footpaths	15,167,040	14,727,231	13,118,509	439,808	3%	20,120,768	17,489,071	(2,631,697)	(13%)
Solid Waste	79,685	62,669	62,669	17,016	27%	143,973	143,974	(1)	0%
Stormwater	569,542	-	0	569,542	-	20,000	20,000	(0)	0%
Wastewater	9,121,017	10,389,414	8,807,062	(1,268,397)	(12%)	14,766,150	12,590,760	(2,175,390)	(15%)
Water Supply	2,937,004	2,037,726	1,391,368	899,278	44%	6,820,762	5,074,805	(1,745,957)	(26%)
Total	\$30,250,066	\$30,320,643	\$25,661,796	(70,577)	(0%)	\$47,179,440	\$39,384,954	(7,794,486)	(17%)

ACTIVITIES REPORTING UNDER GROUPS LISTED		
COMMUNITY SERVICES	DISTRICT LEADERSHIP	REGULATORY SERVICES
Community assistance (Includes Community Partnership Fund which supports local initiatives and projects, along with grants and donations)	Representation and advocacy (includes governance, Council and councillor costs, Council Elections and chief executive)	Building control
Parks and reserves	Community futures (District development services which includes community leadership, regional development funding and Stewart Island Visitor Levy)	Resource management
Cemeteries	District support (Includes the area offices and the operating costs for the communities)	Animal control
Community facilities (Includes community centres)	Customer and corporate support (includes people and capability, communications, strategy and policy, finance, information management)	Environmental health
Community housing	Forestry	
Library services		
Public toilets		
Airports		
Electricity supply		

Statement of comprehensive income

Statement of Comprehensive Revenue and Expenses for the period ending 31 March 2021					
	YTD			FYB	
	Actual Amount	Projection Amount	Budget Amount	Projection Amount	Budget Amount
Revenue					
Rates Revenue	36,981,276	36,956,058	36,956,058	49,531,501	49,531,500
Other Revenue	7,752,150	6,836,905	6,779,452	8,392,842	8,316,238
Interest and Dividends	43,982	54,572	54,572	72,763	72,763
NZ Transport Agency Funding	12,347,390	12,682,206	11,807,221	16,645,226	15,507,078
Grants and Subsidies	5,801,380	3,009,796	2,618,117	5,768,939	5,305,740
Other gains/losses	284,353	23,500	23,500	(258,353)	(258,353)
Vested Assets	0	0	0	0	0
Development and financial contributions	2,199	19,642	7,834	40,160	24,416
	63,212,730	59,582,680	58,246,754	80,193,078	78,499,382
Expenditure					
Employee Benefit Expense	11,908,530	11,468,661	11,412,686	15,355,731	15,279,127
Depreciation and Amortisation	17,886,447	17,861,312	17,861,312	23,815,083	23,815,083
Finance Costs	16,151	65,128	65,128	422,445	422,445
Other Council Expenditure	31,458,289	31,789,872	30,978,856	45,041,306	43,853,810
	61,269,417	61,184,973	60,317,982	84,634,565	83,370,465
Total Comprehensive Income	1,943,313	(1,602,293)	(2,071,229)	(4,441,487)	(4,871,083)

Note:

The revenue and expenditure in the comprehensive income statement does not reconcile to the total income and total expenditure reported in the Council summary report on page 10 due to the elimination of the internal transactions. However, the net surplus/deficit (as per the Council summary report) matches the total comprehensive income (as per the statement of comprehensive income).

The presentation of the statement of comprehensive income aligns with Council's Annual Report. The Annual Report is based on national approved accounting standards. These standards require us to eliminate internal transactions. Council is also required to report by activities. A number of Council functions relate to a number of activities, eg finance. To share these costs, an internal transaction is generated between the finance business unit and the activity business units. Within the Annual Report, Council also prepare activity funding impact statements. These statements are prepared under the Financial Reporting and Prudence Regulations 2014. This regulation requires internal charges and overheads recovered be disclosed separately. The Council summary report is a summary of what these activity funding impact statements will disclose for income and expenditure at year end.

Statement of financial position

Council's financial position as at 31 March 2021 is detailed below. The statement of financial position below only includes Southland District Council and SIESA financials. This means that the statement of financial position for 30 June 2020 differs from the audited annual report which includes Venture Southland and Wastenet financials.

Southland District Council Statement of Financial Position as at 31 March 2021		
	Actual 28-Feb-21	Actual 30-Jun-20
Equity		
Retained Earnings	721,329,775	719,386,462
Asset Revaluation Reserves	837,648,066	837,648,066
Other Reserves	41,811,957	41,811,957
Share Revaluation	3,576,565	3,576,565
	<u>1,604,366,365</u>	<u>1,602,423,050</u>
Represented by:		
Current Assets		
Cash and Cash Equivalents	5,052,792	11,498,789
Trade and Other Receivables	9,191,698	10,682,710
Inventories	126,512	126,512
Other Financial Assets	2,514,058	2,017,930
Property, Plant and Equipment	-	-
	<u>16,885,060</u>	<u>24,325,942</u>
Non-Current Assets		
Property, Plant and Equipment	1,589,670,872	1,576,652,956
Intangible Assets	3,297,735	3,618,162
Forestry Assets	12,260,000	12,260,000
Internal Loans	33,720,720	35,338,083
Work in Progress	359,662	713,532
Investment in Associates	944,624	944,624
Other Financial Assets	1,713	2,105
	<u>1,640,255,325</u>	<u>1,629,529,462</u>
TOTAL ASSETS	<u>1,657,140,385</u>	<u>1,653,855,404</u>
Current Liabilities		
Trade and Other Payables	15,243,593	9,379,639
Contract Retentions and Deposits	467,762	449,867
Employee Benefit Liabilities	1,529,737	1,984,447
Development and Financial Contributions	1,777,667	1,745,776
Borrowings	-	2,500,000
Provisions	14,000	14,000
	<u>19,032,760</u>	<u>16,073,729</u>
Non-Current Liabilities		
Employment Benefit Liabilities	18,631	18,631
Provisions	1,910	1,910
Internal Loans - Liability	33,720,720	35,338,084
	<u>33,741,260</u>	<u>35,358,625</u>
TOTAL LIABILITIES	<u>52,774,020</u>	<u>51,432,354</u>
NET ASSETS	<u>1,604,366,365</u>	<u>1,602,423,050</u>

Statement of cash flows

Statement of Cashflows for the period ended 31 March 2021	
	2020/2021
	YTD Actual
Cash Flows from Operating Activities	
Receipts from rates	37,737,035
Receipts from other revenue (including NZTA)	26,950,318
Cash receipts from Interest and Dividends	43,982
Payment to Suppliers	(25,403,563)
Payment to Employees	(12,363,239)
Interest Paid	(16,151)
GST General Ledger (net)	(452,931)
Net Cash Inflow (Outflow) from Operating Activities	26,495,451
Cash Flows from Investing Activities	
Receipts from sale of PPE	284,353
(Increase)/Decrease Other Financial Assets	(495,735)
Purchase of property, plant and equipment	(30,550,493)
Purchase of Forestry Assets	-
Purchase of Intangible Assets	320,427
Net Cash Inflow (Outflow) from Investing Activities	(30,441,449)
Cash Flows from Financing Activities	
Increase/(Decrease) Term Loans	(2,500,000)
Increase/(Decrease) Finance Leases	-
Net Cash Inflow (Outflow) from Financing Activities	(2,500,000)
Net Increase/(Decrease) in Cash and Cash Equivalents	(6,445,997)
Cash and Cash Equivalents at the beginning of the year	11,498,789
Cash and Cash Equivalents at the end of June	5,052,792

Cash and cash equivalents and other financial assets

1. At 31 March 2021, Council had no term deposits
2. At 31 March 2021, SIESA had \$2.07 million invested in seven term deposits as follows:

SIESA Investments - Term Deposits				
Bank	Amount	Interest Rate	Date Invested	Maturity Date
BNZ	\$ 300,000	1.82%	6-Jul-20	6-Apr-21
BNZ	\$ 370,000	1.31%	2-Sep-20	6-Apr-21
BNZ	\$ 200,000	0.85%	4-Nov-20	4-May-21
BNZ	\$ 250,000	0.89%	2-Dec-20	2-Jun-21
BNZ	\$ 350,000	0.87%	25-Jan-21	26-Jul-21
BNZ	\$ 250,000	0.87%	2-Feb-21	2-Nov-21
BNZ	\$ 350,000	0.90%	23-Feb-21	23-Aug-21
Total	\$ 2,070,000			

3. Funds on call at 31 March 2021:

Funds on Call				
	Amount	Bank	Account	Interest Rate
SDC	\$ 1,837,810	BNZ	Funds on Call	0.05%
	\$ 2,500,000	Westpac	Funds on Call	0.05%
	\$ 10,000	BNZ	Operating Bank Acc	0.05%
	\$ 494,854	BNZ	Restricted Funds Acc	0.05%
SIESA	\$ 208,089	BNZ	Funds on Call	0.05%
Total	\$ 5,050,753			

Council's Investment and Liability Policy states that Council can invest no more than \$10 million with one bank. Investments and funds on call, comply with the SDC Investment Policy.

4. Reconciliation to statement of financial position:

	Amount
Cash and Cash Equivalents	
Note 1 - SDC Investments	\$ 0
Note 2 - SIESA Investments	\$ 2,070,000
Note 3 - Funds on Call	\$ 5,050,753
Total Cash and Cash Equivalents	\$ 7,120,753
Add Other Financial Assets	
Cash on Hand	\$ 2,040
Loan Advances - Developers Contributions	\$ 1,713
Loans - Community	\$ 33,236
Civic Assurance Shares	\$ 12,572
Milford Sound Tourism Shares	\$ 398,249
Total Other Financial Assets	\$ 447,810
Total Cash and Cash Equivalents and other financial assets	\$ 7,568,563
Per the Statement of Financial Position	
Cash & Cash Equivalents	\$ 5,052,792
Other Financial Assets - Current Assets	\$ 2,514,058
Other Financial Assets - Non Current Assets	\$ 1,713
Total per Statement of Financial Position	\$ 7,568,563

Extension of Westpac Bank Loan Facilities

Record No: R/21/5/22127
Author: Anne Robson, Chief Financial Officer
Approved by: Cameron McIntosh, Chief Executive

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 To seek Council approval to extend the Westpac bank loan facilities in the short term to enable Council to meet its cashflow needs. This is required to enable the Council to work through a borrowing strategy for the longer term and also to enable the membership with the Local Government Funding Agenda (LGFA) to be completed.

Executive Summary

- 2 Council staff have forecast that Council will require additional cashflow beyond its current \$5 million loan for its June 2021 payment run.
- 3 Currently Council staff are working with its lawyers and the LGFA to establish membership so it can pursue long term borrowing options. This is expected to be completed by the end of June 2021.
- 4 As discussed with Council previously it is desirable to discuss and set a borrowing strategy for the long term to guide the drawdown of loan funds from the LGFA. This strategy will outline why loan funds will be drawn down eg: to meet cashflow and/or repay current internal loans and when it will be drawn down eg; in bulk at the start of the year or half yearly etc along with decisions about the term of any drawdowns. This is planned to be initially discussed in the Finance and Assurance meeting before a recommendation is then made to Council.
- 5 To meet Councils cashflow needs whilst these two processes are occurring, staff are requesting Council approve the Chief Executive and Chief Financial Officer sign the necessary paperwork with Councils current lender Westpac to extend its current bank loan facilities. Currently Council has the necessary security stock with Westpac to borrow up to an additional \$20 million.
- 6 Staff are proposing the extension of loan facilities up to \$20 million for six months. This will enable some flexibility should something unexpected occur however it is not expected that the full amount or the full term length be required.

Recommendation

That the Council:

- a) **Receives the report titled “Extension of Westpac Bank Loan Facilities” dated 12 May 2021.**
- 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) Delegate authority to the Chief Executive and Chief Financial Officer to sign all the documents related to the establishment of additional Westpac funding facilities of up to \$20 million for a period up to six months.
- e) Acknowledges that in terms of Section 80 of the Local Government Act the full use of the Westpac facility may mean that it breaches its funding maturity profile and interest rate exposure limits as noted in its Investment and Liability policy. This is due to it potentially borrowing more than \$20million without varying the periods and interest rates over which it is borrowed. As this is a short term funding facility being used whilst membership to the LGFA is being established and a borrowing strategy is being developed, there is no intention to amend the policy.

Background

- 7 Council currently has a loan facility with Westpac that enables it to draw down up to \$5 million. This facility has existed since 2009 and has been required only on a short term basis generally to cover Councils cashflow needs when these were greater than what Council had available outside any term deposits.
- 8 Councils Long Term Plans and Annual Plans have long indicated that debt would be required and to meet this need Council approved recently to join the LGFA. The membership process is currently being worked through with Councils lawyers and the LGFA and is expected to be completed by the end of June 2021.
- 9 As part of the report to Council to join the LGFA, Council staff indicated the potential next steps included the establishment of a borrowing strategy, this was in response to Councillors questions around what any borrowings would be for, especially if they would be to repay internal loans and then invested in managed funds. Additionally the strategy would incorporate, when any borrowings will be drawn down eg; in bulk at the start of the year or half yearly etc along with decisions about the term of any drawdowns. This is planned to be initially discussed in the Finance and Assurance meeting before a recommendation is then made to Council.
- 10 Council staff are mindful that interest rates continue to increase and the establishment of this strategy although important, does add time to the process, so it will be progressing it as fast as possible.

- 11 Council staff have forecast that Council will require additional cashflow beyond its current \$5 million loan for its June 2021 payment run. Therefore to meet Councils cashflow needs whilst these two processes are occurring, that of LGFA approval and development of a borrowing strategy, staff are requesting Council approve the Chief Executive and Chief Financial Officer to sign the necessary paperwork with Councils current lender Westpac to extend its current bank loan facilities. Currently Council has the necessary security stock with Westpac to borrow up to an additional \$20 million, making a potential total borrowings of \$25million.
- 12 Staff are proposing the facility be extended up to an additional \$20 million for six months. This will enable some flexibility should something unexpected occur however it is not expected that the full amount or the full term length be required.

Issues

- 13 Council staff have forecast that Council will require additional cashflow beyond its current \$5 million loan for its June 2021 payment run. As noted previously, Councils membership of LGFA is proceeding and is expected to be completed by the end of June. Council staff are also working on the borrowing strategy to be presented to the Finance & Assurance committee and Council.

Factors to Consider

Legal and Statutory Requirements

- 14 Section 32 of Schedule 7 of the Local Government Act, outlines that
- Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties, or powers except—
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan;
- 15 Council has delegated the responsibility within Councils Investment and Liability policy to the Chief Executive and the Chief Financial Officer to approve external borrowings as set out in the Annual Plan or Long Term plan. Given that Council expected to be borrowing from the LGFA it was deemed appropriate to seek approval from Council to extend the current Westpac facility.

Community Views

- 16 As part of Councils recent consultation over the draft Long Term Plan, submissions were received supporting the use of debt by Council both for its capital projects and potentially for its smoothing of rates. At this stage the debt that is being sought is just to meet the cashflow requirements of the capital programme currently being delivered.

Costs and Funding

- 17 Additional costs will be incurred to operate the facility and fund any interest charge. Given that Council already has security stock in place with Westpac up to \$25million, no additional costs for this will be incurred.
- 18 Currently Councils Long Term Plan has an interest charge at 2% built into its estimates. Since the development of the plan, interest rates have been rising. Currently the interest rate for a 16

year term is 3.2%. As part of the borrowing strategy Council will need to consider the implications of the increase in interest rates against the budgets it has set.

- 19 The bank charge will typically be higher than the LGFA, and staff will indicate at the meeting the potential cost, based on cashflow projections and current interest rates.

Policy Implications

- 20 Council has recently adopted its Investment and Liability policy (the Policy), this policy acknowledged Councils status as changing from a net investor to a core borrower and incorporated more detail around Councils borrowing limits and how it will manage its borrowing risks by incorporating good practice methods into the liability management policy.
- 21 The policy included a number of borrowing limits, Council will still comply with these limits in agreeing to extension of this facility with Westpac.
- 22 The policy allows for borrowings from bank lenders and the LGFA.
- 23 The policy requires that when actual debt exceeds \$20 million that funding risk be managed, such that the maturity profile of the total committed funding be controlled by the following system.

Period	Minimum %	Maximum %
1 to 3 years	15%	60%
3 to 7 years	25%	85%
7 years plus	0%	60%

It also states that a funding maturity profile outside the above limits, but self corrects within 90-days is not in breach of this policy. Should Council approve the recommendations, total borrowings may increase to \$25 million, however it is expected that should this happen re-financing with LGFA would occur within 90 days so this policy will not be breached with the Westpac facility. Overall however given an extension is only being sought for a maximum of 6 months and staff will be looking to ensure the development of the borrowing strategy in a timely manner through Finance & Assurance and Council, it is not anticipated that this will occur. Having said that a recommendation has been included to note that an inconsistent decision may occur and if this does it is because of the short term funding needs whilst the long term borrowing strategy is being developed to enable.

- 24 Additionally the policy requires that interest rate exposure be managed when actual debt exceeds \$20 million based on the following table.

FIXED RATE HEDGING PERCENTAGES		
Term	Minimum Fixed Rate Amount	Maximum Fixed Rate Amount
Current	40%	90%
Year 1	40%	90%
Year 2	35%	85%
Year 3	30%	80%
Year 4	25%	75%
Year 5	20%	70%
Year 6	0%	65%
Year 7	0%	60%
Year 8	0%	50%
Year 9	0%	50%
Year 10	0%	50%
Year 11	0%	25%
Year 12	0%	25%
Year 13	0%	25%
Year 14	0%	25%
Year 15	0%	25%

Analysis

Options Considered

- 25 Council could approach other lending institutions to seek borrowing options however given the short term nature of the need, and the existing security stock created with Westpac it is deemed appropriate to extend the current borrowing facilities

Analysis of Options

Option 1 – Agree to the establishment of additional Westpac funding facilities of up to \$20million for a period up to six months

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Cashflow commitments are met whilst the LGFA membership is completed and the borrowing strategy is established	<ul style="list-style-type: none">• The rates may be higher than other financial institutions for the term required.

Option 2 – Ask staff to investigate other short term funding facility options

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• The rates offered may be less than Westpac	<ul style="list-style-type: none">• Council will incur additional cost in establishing the necessary security• The paperwork may not be completed in time depending on the banking institution used

Assessment of Significance

- 26 This is not deemed significant in terms of Councils Significance and Engagement policy, noting that relevant consultation over Council's borrowing needs has been undertaken as part of Councils previous and current Long Term Plans and Annual Plans.

Recommended Option

- 27 Option One - Agree to the establishment of additional Westpac funding facilities of up to \$20million for a period up to six months.

Next Steps

- 28 Should the recommendation be approved, arrange and obtain the relevant signatures for the loan facility with Westpac.
- 29 Continue the membership process with LGFA.
- 30 Prepare the draft borrowing strategy for discussion with the Finance and Assurance Committee and Council..

Attachments

There are no attachments for this report.

Management Report

Record No: R/21/4/19948
Author: Shanin Brider, Community & Futures Administrator
Approved by: Cameron McIntosh, Chief Executive

☐ Decision

☐ Recommendation

☒ Information

Chief Executive Update

1. The development of the Long Term Plan (LTP) 2021 – 2031 has been a significant focus for the organisation. Council heard submissions over two days in April and following a full day of deliberating approved the budget for the LTP which will now proceed to the audit stage.
2. The production of the 10 year LTP is required by legislation and is an important part of the local government processes. An unusual aspect of this one is that it is being set in the face of so much uncertainty. On top of the reform of the 3 waters which is already well advanced, the review of the RMA which has commenced, central government has also announced a review of the future for local government and also changes to Land transport funding. Further change will follow the reform of public health. Further areas of review are expected to be announced.
3. We intend to be active in the reform and ensure the voices of Southland continue to be heard. In the meantime the LTP will focus on delivery of the programme of renewal of essential infrastructure and projects important to our communities.

Environmental Services

Animal Control

4. Preparations are underway for 2021/2022 registration time. Various improvements are planned to streamline this process, with staff hoping for an uptake in online applications with no more cheques.
5. The team has initiated a prosecution in regard to a person keeping noisy roosters in Wairio. The case is currently in the Environment Court, the next step likely being mediation.

Environmental Health

6. Public objections have been received following an application for a proposed bottle store in Riverton. This will go to a hearing before Council's District Licensing Committee.
7. The team is looking forward to Council's quality assurance lead joining us and doing some work with us. It is expected that she will be able to facilitate the completion of much of our continuous improvement register.

Resource Management

8. Minister for the Environment – David Parker has announced that the Resource Management Act will be repealed and replaced with three new acts being the Natural and Built Environments Act,

Strategic Planning Act and Climate Change Adaptation Act. The reforms have an aggressive timetable with minimal opportunities for public input. An exposure draft of the Natural and Built Environments Act is anticipated in June. Council is looking to be part of a joint submission from councils across Otago and Southland.

9. Council staff are in the process of reviewing the landscape chapter of the District Plan in order to ensure our significant and important landscapes and features are identified in our District Plan and have adequate protection from threats. There are three components to this work (landscape expert study, cultural landscape study and community landscape identification). A plan change is anticipated to be notified at the end of this year and is somewhat dependant on any changes that may result from the reform of the Resource Management Act.
10. Resource Consent update
January applications received – 17, Decisions issued – 14
February applications received – 21, Decisions issued - 21
March applications received – 30, Decisions issued – 34

Community and Futures

Community Leadership

Public Health South

11. Staff met with representatives from Public Health South recently to discuss ways in which we can increase partnership and collaboration opportunities between our two organisations. As a starting point we will work together to review Council's Smoke Free Open Spaces Policy with a further meeting scheduled for mid-May. The public health team also provided further food for thought with regards to the placement of drinking fountains around the District and how to incorporate them into projects going forward. Discussions were also had around some smoke free issues identified on Stewart Island/Rakiura with regards to the wharves.

Thriving Southland

12. Staff presented at a Thriving Southland Catchment Group leaders meeting recently. The purpose was to provide an overview of the roles of the community leadership team, some of the key projects we are currently involved with and to develop a better understanding of how our organisations can work together in the future.

Community Board Plans

13. Several of our boards have spent time reviewing and finalising their actions during the year. The documents are being designed by the communications team at present with a view to having the majority completed by 30 June 2021.

Leadership Academy

14. The Leadership Academy, facilitated by Commerce South, commenced on Tuesday April 13. The Academy has attracted fifteen participants and is being held at Fonterra, Edendale. Commerce South are very pleased with the diversity of participants in this intake. The final session and graduation is scheduled for Tuesday 25th May. The next Leadership Academy is scheduled to be held in Lumsden, commencing on Tuesday 8th June. More information about the Lumsden academy can be found here <https://southlandchamber.co.nz/events/46030/>

Stewart Island Rakiura Helipad

15. Otago Rescue Helicopters are looking at the possibility of an instrument flight rules route with an approach and departure onto the island from Dunedin/Kew hospital. This would be a major step forward for safety and patient care and would reduce the times the helicopter cannot fly because of weather conditions. All costs associated with this instrumentation will be met by Otago Helicopters. They also note the increase in the number of medical evacuations from the island.

In addition, Otago Helicopters would like a dedicated permanent helipad and have requested financial assistance from the Stewart Island community. Staff are working with the Stewart Island/Rakiura Community Board and Otago Helicopters to facilitate a way forward and a meeting is scheduled, on the island, for Monday May 10.

Winton Dog Park

16. A resident of Winton approached the Oreti Community Board about the possibility of having a dog park located in the township. At the request of the board, staff have identified possible locations, which will be further discussed by the board.

Stewart Island Rakiura Visitor Levy Visitor Numbers

17. For the period April 2020 to March 2021, thirty four thousand, nine hundred and twenty eight visitors (34,928) were recorded to the island. The comparison period, April 2019 to March 2020 recorded forty two thousand, three hundred and ninety three visitors (42,393). This is a net loss in 2020/2021 of seven thousand, four hundred and sixty five (-7,465). The periods with the greatest decrease in visitor numbers were April and May 2020, (-6,220) which is understandable as the country was in lockdown and February 2021 (-4304).

Stewart Island Rakiura Visitor Levy Applications

18. Applications to the fund closed on 31 March 2021. Three applications have been received.

Welcoming Communities

19. The Southland Newcomer Leadership Scholarship has now gone live. The scholarship was developed by staff from Invercargill City Council, Southland District Council, and Gore District Council who identified that there is an opportunity for newcomers to hold leadership positions within Southland's business, community and not-for-profit sectors. The scholarship enables eligible applicants to access funding to participate in the Southland Chamber of Commerce's Leadership Academy. Scholarship graduates will form an alumni network who have committed to make themselves available to councils for when they wish to engage with the newcomer community for particularly purposes (ie consultations etc). Application forms are available on the Southland District Council website.

Community Service Awards

20. The new community service awards process has now gone live following all community boards receiving the report outlining the new procedures and guidelines. Nominations close on 30 September. Application forms are available on the Southland District Council website.

Community Partnership Fund

21. All but one community board (Fiordland) have had their final community partnership funding rounds close for the 2020/2021 financial year. Staff will provide a report at each community board's June meeting which will provide community boards the opportunity to decide their funding dates for the 2021/2022 financial year and make any changes to their criteria.

Services and Assets

Stewart Island Electrical Supply Authority (SIESA)

22. A decision was made to abandon the Stewart Island wind power project, following failure to secure access agreements with any of the three identified viable sites. The final report has been prepared and is being reviewed by MBIE prior to presentation to the Stewart Island/Rakiura Community Board.
23. Supply and install of a replacement engine and generator unit has been instructed as a variation through the SIESA management contract with PowerNet Ltd. Delivery of the unit is underway.
24. PowerNet Ltd is confirming scope and price for replacement of one “red-tag” pole (poles identified as needing replacement) that is required this financial year. Replacement of other “red-tag” poles are being considered and programmed within annual maintenance and renewal works packages – financial year 2021/2022 works programme is currently under development.

Forestry (IFS)

25. Harvest operations out of Waikaia are now complete and 22,325 tonnes were recovered which is 3,545 tonnes over appraisal. This has resulted in an additional \$295k of net profit is anticipated to be reflected in final payments. The additional harvesting revenue and associated harvesting costs have been forecasted for and will reflect in the April month-end results.

Around the Mountains Cycle Trail

26. Flood repairs and culvert replacement work by The Roding Company is practically complete.
27. Trail counters identified a 25% increase of cyclists enjoying the trail over the 2019/2020 season.
28. Six yearly structural inspections of the bridges on the trail have commenced.
29. Pre-development project work to address the centre hill erosion has commenced.
30. Positive feedback received about the quality of the trail and riders enjoying the cycle trail experience.

Te Anau Manapouri Airport

31. 3,000m of crack sealing has been completed on the runway. The intention is to continue this programme in subsequent years to maintain the sealed surface and pavement structure.
32. Additional spraying and sweeping operations on the runway are being programmed in this season to correct excess growth not addressed in previous seasons.
33. Due to a backlog of work at CAA toward the end of 2020, and therefore a delay in the Safety Management System (SMS) audit, an exemption to the SMS was obtained through to 30 September 2021.

Property

34. With staff on extended sick leave and the upswing in workload, this has meant that many requests for work or input into projects, have had to be prioritised to best achieve Council's

overall objectives. The down side to this however is that a significant amount of work is being added to the uncompleted list of actions which is not sustainable given the ongoing requests for staff input on many different fronts.

35. What has been completed is the new leases for the Winton medical centre and maternity unit which were both long overdue, and due to be commenced is the renewal of all the Riverton Harbour Endowment farming leases which happen every 21 years. This is a project that will take some time working through with each of the 10 lessees.

Strategic Water and Waste

Asset Management

36. Work continues to be carried out within electronic systems for historic backlog of data cleansing and mapping updates. This activity is likely to take many years to complete with current resourcing and continuing with business as usual. This work will provide better data for valuation considerations and future planning for asset replacements and budget forecasting.

Resource Consent Renewals

37. Council holds a large number of resource consents for carrying out its operations within the water and wastewater activities.
38. There are currently 10 wastewater consents being reviewed and planned for renewal that are required to be completed within the next eight years. The major communities include Winton, Riversdale, Edendale/Wyndham, Manapouri and Stewart Island.
39. For water consents there are nine being reviewed that require renewal within the next two years, including major communities and schemes of Manapouri, Te Anau and Eastern Bush potable supplies.

Stimulus

40. Work continues with the Stimulus programme, and 2020/2021 LTP capex programme packages with a number of projects completed, another six underway and approximately 10 to start in the May/June months.
41. There are another six projects currently under design.
42. We are confident that the programme will be delivered on time, in line with our forecasted programme as we are using the Stimulus Contracting Panel (made up of six local contracting companies) for our delivery.
43. The day to day operational and maintenance in water and waste is progressing well with good performance and relationship with Downer, the provider.
44. We are collectively putting a greater emphasis on the storm water network, and where a major design and investigation is not required we are fixing many of the minor issues we are made aware of as we go. We will endeavour to be more proactive than reactive in storm water activities in the future.

Project Delivery Team (PDT)

45. PDT have a number of key projects in full swing with district wide footpaths, the three waters Stimulus project, Te Anau Wastewater, Lakefront Drive, Winton library now all in design or well into construction.
46. The contractors' panel is working incredibly well on the three waters project.
47. Core improvement projects now complete and updated contracts all developed.
48. The final pieces of the SDC office shift are being completed in May with a second small stage in the new LTP.
49. Master delivery plan and programme is well advanced for 2021-2022 with circa \$50m planned to deliver.

Community Facilities

50. The Long Term Plan process continues to be at the forefront of the work programme with staff working with the finance and strategy and policy teams to respond to submissions prior to public hearings.
51. The contract renewal process as part of the section 17A review is almost completed with the last of the tenders for the gardening having gone out to the market.
52. The mowing contracts that have been renewed are in place and after some initial issues due to extreme grass growth they are operating well. The contractors will start tapering off now that they are moving into the winter months. The remainder of the contracts will start on 1 July 2021.
53. The INFOR IPS application is now operational having gone through development and testing. The community facilities data has been imported into the application and staff are working through identifying any gaps in the data.
54. Capital works projects are progressing however contractor availability and material supply has been hampering progress on some of these projects.
55. Staff have been working through the preparation of the scope for the projects that will be delivered next financial year. The locally funded projects will be worked through and agreed to with the respective community boards with the intention that we are in a position to procure this work starting on 1 July 2021.

Strategic Transport

National Land Transport Plan

56. The transport team have continued to work and provide input into the Regional Land Transport Plan and refine the transport programme including budgets which have been included into the funding application to Waka Kotahi NZ Transport Agency as part of the National Land Transport Plan.
57. This is all part of Council's bid to obtain its share of Waka Kotahi NZ Transport Agency funding for the period 2021-2024. The next three-year funding cycle sees an increase in the funding

requested. It remains to be seen if all of Council's funding application is approved. Nationally the Land Transport Fund is under increasing pressure and is significantly over subscribed.

District Wide Roothing Programme

58. The 2020/2021 programme is the final year of the three-year Waka Kotahi NZ Transport Agency approved funding programme. Any budgets from Waka Kotahi NZ Transport Agency which are not fully utilised during this financial year cannot be carried forward into the next funding period (2021-2023). This makes 2020/2021 a critical year for achieving works programmes and maximising approved funding. Currently the overall programme is well on track.
59. The annual resealing programme has been completed for the season with around 1 million square metres of road being resurfaced.
60. The bulk of the pavement rehabilitation have also been completed for the construction season with one subsection of the Central Area package to be sealed.
61. Works on repairing the last section of the Lower Hollyford is back in full swing following the tragic incident with one of the truck drivers on route to the construction site which resulted in works being temporarily halted.
62. WSP as Council's new structures service provider has also commenced the next round of bridge inspections. This information will be used to help refine work programmes priorities as well as the annual bridge posting restrictions. A report outlining and affirming the bridge restriction will be presented to Council in due course.
63. Bridge replacement programme has been tracking well with the full programme of works on track to be delivered. With the programme running well and very little unknown construction issues coming to light additional bridges have been commissioned through the design build packages to utilise available contingency funds to maximise the Waka Kotahi NZ Transport Agency funding.

Customer Delivery

Libraries

64. Our libraries team welcomed three new team members; Natasha Edgar, James Godfrey and Belinda Forde. Natasha, our new culture and community co-ordinator, joined us from Auckland and has made a major impact on our programming. Our recently finished school holiday program had over 120 enrolments, a record as far as we know. James, our digital co-ordinator, has been linking in with other community organisations to help focus on digital banking and helping our community find new ways to access their banks with the closure of more rural branches and the removal of cheques. James has also been supporting our LTP process by providing drop in sessions in the District for our community to learn how to make an online submission. Belinda Forde has joined us as our new customer support partner/mobile librarian and has hit the ground running. She is already been able to provide a great level of assistance to our existing team to help relieve some of the pressure as we focus on getting back into the Winton library.

65. The Winton Library project is in full swing with tenders closing end of April. We will be hoping to have the tender awarded mid to late May with our completion date of late November still on track. Our other major library project, our RFID Library System (Radio Frequency Identification) has been awarded to FE Technologies and we are currently in the planning stages with an aim to start tagging our collection items late May or early June and a project completion date close to the opening of the Winton Library.
66. Five of the area office team attended a regional librarians day in Roxburgh and discussed initiatives to attract more teens into our libraries. The Te Anau office has now been open to the public for three months, 9am – 12pm each week day. The response from the community has been slow with an average of two customers a day.
67. Recruitment is underway in the Te Anau library to employ a library cadet on Saturdays, and Raewyn Patton has left the library to pursue a position with Clutha District Council. Changes to Pathways have necessitated training to all area office team members, with further full team training required before dog registration season begins in June.
68. Representatives from each office have also been receiving first aid training.
69. Changes to banking procedures have been necessary to align with imminent bank closures. The withdrawal of cheques has also been widely advertised to our communities, and library staff, banks and outside providers have all been educating customers on the change to online banking and methods of payment.
70. Staff leave occurrences have been high as staff have taken accrued leave stemming back to the Covid lockdown. This, combined with the previously mentioned staff trainings, has seen higher than usual staff cover and casuals necessary.
71. The open day at Winton to discuss the library refurbishment was very successful. The community responses to the plan were very positive and a large cross section of the community attended.

Knowledge Management

72. LIM numbers remained steady from November through to February with a monthly average in the mid-thirties. March saw a huge increase with the team lodging 59 and issuing 62 LIM's. The number of property files has increased in 2021 by over 100% with up to 70 being processed a week. Property files can at times result in a LIM. Te Anau, Winton and Riverton are the most popular areas for both.
73. Application integration between Pathway and Records Manager was implemented for the building team at the end of last year and resource planning this last week. Environmental Services is the next integration and currently being tested. NAR integration has been tested and will be implemented with the upgrade to Records Manager to Content Manager.
74. Other work in the team includes information inventory (cataloguing) to understand the level of physical documentation remaining in the organisation followed by plans on reduction. Data cleansing and monitoring and development of disposal schedules continues. The legal review of the LIM optimisation projects has been completed with the template review to follow.

Business Solutions

75. Service Desk: 1 January 2021 – 22 April 2021

The service desk continues to average around 600 tickets per month with a majority of these related to support for the numerous software systems that we operate. There has been a reduction in the number of backlog tickets and total unresolved tickets.

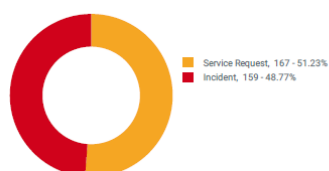
Received Tickets	Resolved Tickets	Backlog Tickets	Reopens	Reassigns	SLA %	FCR
326	266	60	49	48	81.29%	68.71%

Average Response Time
4.09 Hours

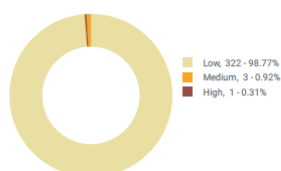
Average First Response
4.27 Hours

Average Resolution Time
4.98 Hours

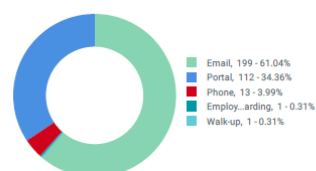
Ticket by Type



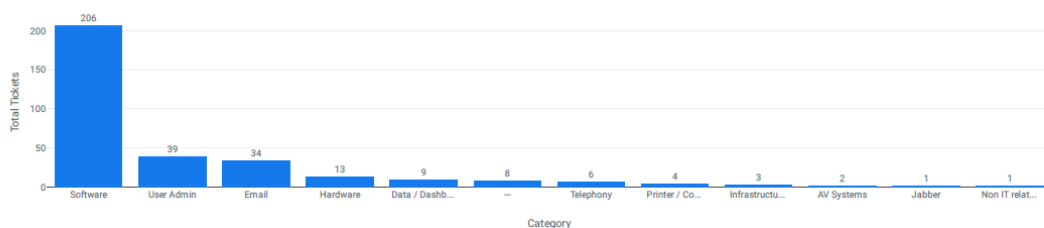
Ticket by Priority



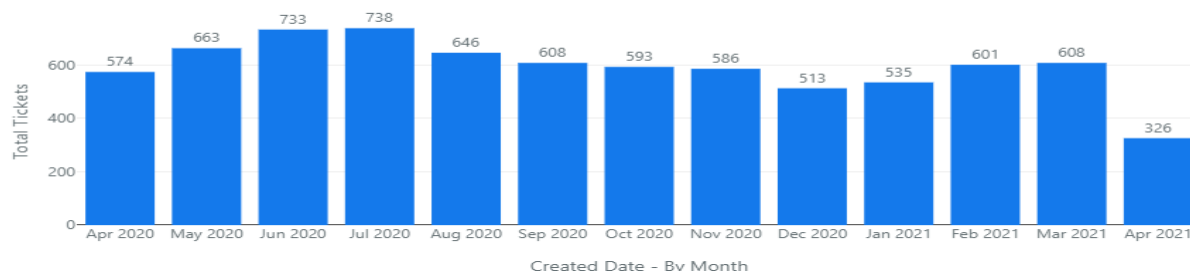
Ticket by Source



Ticket by Category



TicketsByMonth



76. Work has begun on requirements gathering for a new Financial Management Information System (FMIS) and we are in the process of finalising the requirements for a new Human Resource Information System (HRIS).
77. New cyber security initiatives have been started including a vendor engagement to create a Cyber Security strategy and an IT shared services cyber security assessment to be conducted using the ALGIM SAM for compliance framework.

78. Work still continues with moving staff around Forth Street. Resource management moved in April with environmental health and customer services planned to move in May.
79. We continue to extend our range of online and mobility services, with the implementation of online lodgement for resource consents. The team worked closely with the resource management team and the transition to online went smoothly. We are investigating Pathway mobile inspections and IPS field inspector.
80. The request for service (RFS) review continues with Jane and Sandra working closely with the organisation to simplify and streamline these processes. Customer service RFS's were the first to be changed and has resulted in positive feedback from staff
81. Disaster recovery is still a major focus for the team as we continue to develop a new disaster recovery plan and the associated run books. This is an ongoing initiative and will require regular testing and updating.
82. The decommissioning of our old Citrix environment is underway with 70% of staff no longer needing to access this. The team is working closely with remaining staff to understand what needs to be resolved before they can move away from using Citrix.

Recommendation

That Council:

- a) **Receives the report titled “Management Report” dated 10 May 2021.**

Attachments

There are no attachments for this report.

Resource Management Delegations Review

Record No: R/21/5/22107

Author: Marcus Roy, Team Leader Resource Management

Approved by: Fran Mikulicic, Group Manager Environmental Services

☒ Decision

☐ Recommendation

☐ Information

Purpose

- 1 This report seeks approval from Council to update the Resource Management Act 1991 (RMA) delegations to ensure that they remain current.

Executive Summary

- 2 In March 2021 the resource management department went through a review in order to ensure that the team structure remains relevant and is able to adapt to upcoming legislative changes.
- 3 As part of the review, some existing roles within the team were disestablished and new roles were created. Now that these changes have been finalised, it is necessary to ensure that the delegations from Council to the environmental planning team are updated to reflect the new roles within the team.

Recommendation

That Council:

- a) **Receives the report titled “Resource Management Delegations Review” dated 12 May 2021.**
- 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) Approves the updated delegations to the environmental planning team.

Background

- 4 Council’s existing delegations manual delegates certain powers and functions to specific roles within the resource management team. These delegations relate to a variety of matters such as accepting, processing and issuing resource consents, writing reports and issuing abatement notices.
- 5 The powers of delegation enable resource consent decisions to be processed at the appropriate staff level which prevents every decision needing to be approved by the Regulatory and Consents

Committee. Without powers of delegation to staff, resource consent decisions would take longer to process as each application would need to wait until a committee meeting to be determined.

- 6 The resource management department has recently been reviewed in order to assess and consider the best structure to enable it to respond to upcoming environmental reforms.
- 7 As part of this review, existing roles were disestablished and new roles were created.
- 8 As there have been changes to existing roles, the current delegations manual needs to be updated to enable powers under the RMA to be delegated to the new roles.

Issues

- 9 Section 34A of the RMA outlines that a local authority can delegate certain powers and functions to employees and other persons. This section of the act also outlines that employees with delegations are not able to further delegate these powers. For example, the chief executive is unable to delegate his powers to other staff within the local authority. Instead, Council must delegate these powers and functions to necessary staff.
- 10 As the delegations manual does not currently reflect the revised structure of the environmental planning team it needs to be updated to enable resource consent decisions to be processed and issued in a timely manner.

Factors to Consider

Legal and Statutory Requirements

- 11 Powers and functions under the RMA to staff can only be approved by a local authority. The chief executive is unable to delegate powers under the RMA as he is considered to be a staff member.

Community Views

- 12 No community views have been sought as it is a procedural matter relating to powers and functions of the local authority.

Costs and Funding

- 13 There are no funding implications associated with this report.

Policy Implications

- 14 The only policy implication of this report is an update to the existing delegations manual for the organisation.

Analysis

Options Considered

- 15 Approve the reviewed delegation manual relating to the Resource Management Act or not approve it.

Analysis of Options

Option 1 – Approve the revised delegations

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">powers and functions in the RMA are delegated to staff at the right level which enables processes and decisions to be timely and effective.	<ul style="list-style-type: none">no disadvantages identified.

Option 2 – **Don't approve the** revised delegations

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">no advantages identified.	<ul style="list-style-type: none">the ability of the environmental planning team to process resource consents and perform functions under the RMA is constrained which is likely to add delays and costs for applicants.

Assessment of Significance

- 16 This decision is not deemed significant.

Recommended Option

- 17 Option 1 which will enable delegations to fit the new team structure.

Next Steps

- 18 The delegations manual is updated.

Attachments

- A Resource Management Delegations 11 May 2021 [↓](#)



Proposed changes have been tracked

11.43 Resource Management Act 1991

SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
SS.10, 10A, 10B	Determination of whether existing rights in terms of Section 10 of the RMA apply	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.27	To provide information to the Minister for Environment	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.36(5)	Power to require the payment of additional charges to cover processing costs in accordance with Council's approved Schedule of Fees and Charges under the Resource Management Act 1991	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>
s.36(6)	Power to provide on request an estimate of additional charges over and above the processing deposits	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>
s.36AAB (1)	Power to remit the whole or any part of the charge under s36 that would otherwise be payable.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u>
ss.37, 37A	Power to waive and/or extend time limits for functions under the act.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>

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Resource management planners

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Resource management planners

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
s.38	Authorisation <u>and responsibilities</u> of Enforcement Officers	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u> <u>Graduate Resource Management Planner</u> <u>Team Leader Ecology</u> <u>Ecologist</u> <u>Monitoring and Enforcement Officer</u>
s.41B	Direction to provide evidence with time limits	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>
s.42	Protection of sensitive information	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u>
s.42A	Require the preparation of a report on information provided	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.42A (5)	Waiving compliance regarding timeframes for distributing reports, where there is no material prejudice	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.87BA	To issue a notice confirming a boundary activity is permitted	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>

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Resource management planners



SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
s.87BB	To issue a notice confirming a marginal or temporary activity is permitted	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.87E	Decision on request for application to go directly to environment court	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u>
s.87F	Preparation of report on application referred directly to environment court	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>
s.88(3)	Determining an application incomplete and returning to the applicant	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>
s.91	Determining not to proceed with notification or hearing of application pending lodging of further consents under the act	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.92	Request further information or agreement to commissioning of a report on resource consent application	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u> <u>Graduate Resource Management Planner</u>
s.92A (2)	Set timeframe for provision of further information or commissioning of a report	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>

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Resource management planners



SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
		<u>Resource Management Planner</u> <u>Graduate Resource Management Planner</u>
ss.95A, 95B	Determination of public notification or limited notification	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.95D	Determination of adverse effects likely to be more than minor	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.95E	Determination if person is affected person	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.95F	Determination if group is an affected customary rights group	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.95G	Determination if group is an affected customary marine title group	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.99	Organise and convene prehearing meetings and prepare reports on these under Section 99 (5)	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.100	Determine whether a formal hearing is necessary	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
s.101	Fix time and date for hearings	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.102	To determine whether applications are required to be heard by Joint Hearings Committee	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.103	To determine whether two or more applications to different authorities are sufficiently unrelated that a joint hearing is not appropriate.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
ss. 104, 104A, 104B, 104C, 104D, 108, 113	Make and issue decisions and impose conditions for non-notified resource applications and limited notified resource applications where there are no submissions received or where all submissions received are in support and no party wishes to be heard; in accordance with the provisions of the Southland District Plan and the RMA.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.106	Ability to refuse subdivision consent in certain circumstances.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.108A	Determination of requirement for a bond	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.114	Notify decisions to applicant and other appropriate authorities	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Resource Management Planner</u>

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
		<u>Graduate Resource Management Planner</u>
s.123 (b)	Duration of consent	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.125 (1A)(B)	Fix longer period for lapsing of resource consents than is the norm under Section 125(1)	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.126	Cancel consent if not exercised	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.127	Determining whether application to change or cancel consent requires notification, or limited notification and changing or cancelling any condition on a resource consent	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.128	Service of notice of intention to review conditions of a resource consent	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Monitoring and Enforcement Officer</u>
ss.129, 130	Formulation and public notification of notice to review conditions	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u> <u>Monitoring and Enforcement Officer</u>
s.133A	Minor corrections of resource consents	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u>

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
		<u>Senior Resource Management Planner</u>
s.134(4)	Approval of transfer of resource consents – written notice	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.138	Surrender of consent	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.139	Consider request for and issue Certificates of Compliance for any activity which is a permitted activity under the District Plan.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.139A	Consider request for and issue Existing Use Certificate.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.169	Request further information and process notice of requirement	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.170	Discretion to include notice of requirement in proposed Plan	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u>
s.171	Consider notice of requirement and make submissions thereto, and make recommendation to the requiring authority	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
s.174	Lodge appeal against decision of a requiring authority.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.176A(2) (C)	Outline plan waivers	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.181(3)	Alteration of designation in plan at request of requiring authority, to a minor extent	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.182	Removal of designation at request of requiring authority	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.184(2)	Waiver of lapsing designation	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.220	Issue certificates relating to requirements to comply on ongoing basis with consent conditions and endorsements on titles	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.221	Imposing and issuing Consent Notices on subdivision consents.	Group manager environmental services <u>Manager Environmental Planning</u> <u>Team Leader Consent Processing</u> <u>Senior Resource Management Planner</u>
s.222	Dealing with Completion Certificates on subdivision consents	Group manager environmental services <u>Manager Environmental Planning</u>

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
		Team Leader Consent Processing Senior Resource Management Planner
s.223	Approval of Survey Plan – check compliance prior to sealing	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
s.224	Issue certificates indicating all or any of conditions on subdivision consent have been complied with	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
s.226	Certifications of plans of subdivision that allotments on the plan meet the requirements of the District Plan	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
ss.229 – 237H	Creation of esplanade reserves and strips and associated conditions.	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
ss.240,241	Imposition and cancellation of amalgamation conditions and restrictive covenants	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
s.243(E)	Revoking a condition specifying easements	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner
ss.310, 311	Application to Environment Court for a declaration	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing

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SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
ss.314,316	Seek and/or respond to an Enforcement Order	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing
s.320	Seek and/or respond to an interim enforcement order	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing
s.325A	Signature or cancellation of abatement notice	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Monitoring and Enforcement Officer
Schedule 1, Clause 5A	To identify all affected parties for limited notification of a plan change or variation	Group manager environmental services Manager Environmental Planning Team Leader Environmental Policy
ss.322, 327, 3258, 343C	The taking of enforcement action in relation to the Resource Management Act, initiating the review the resource consent decisions, and conditions	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing
s.332	To carry out inspection of any premises of property (except a dwelling house) to determine whether the RMA, any regulation or rule of the District Plan or resource consent is being complied with	Group Manager Environmental Services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner Resource Management Planner Graduate Resource Management Planner Monitoring and Enforcement Officer Team Leader Ecology Ecologist Graduate Ecologist
s.333	Entry to land (except a dwelling house) for purposes connected with any preparation, change, or review of the District Plan	Group Manager Environmental Services Manager Environmental Planning Team Leader Consent Processing Senior Resource Management Planner Resource Management Planner Graduate Resource Management Planner Monitoring and Enforcement Officer

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Resource management planner
Compliance and consents officer



SECTION	SUMMARY OF FUNCTION / POWER DELEGATED	DELEGATED OFFICER
		Team Leader Ecology Ecologist Graduate Ecologist
s.336	Return of property seized under ss.323 and 328	Group manager environmental services Environmental health manager Environmental health officer
s.342	The power to collect fines for an offence under s.338	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Monitoring and Enforcement Officer Environmental health manager
s.357	The power to consider and make decisions on application for objections for an application which does not require a hearing, except where the decision would result in a net payment of reserve contributions by Council less credits for land to vest exceeding the delegation for the role. The power to decide whether an objection requires a hearing	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing Environmental health manager
ss.357C-D	The power to consider and decide upon objections made. To consider, dismiss or uphold (in whole or in part) any objection under sections 357, 357A or 357B of the Act PROVIDED that this delegation shall NOT be exercised in respect of objections on resource consent applications which have been the subject of a hearing under section 100 of the Act	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing
s.360F	To set overall charges payable by the applicant for a plan change or resource consent	Group manager environmental services Manager Environmental Planning Team Leader Consent Processing

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Request to delegate powers of approving submissions on legislation related to environmental reforms

Record No: R/21/5/21020
Author: Marcus Roy, Team Leader Resource Management
Approved by: Fran Mikulicic, Group Manager Environmental Services

☐ Decision

☐ Recommendation

☐ Information

Purpose

- 1 This report seeks a delegation of powers to the Chief Executive and Group Manager – Environmental Services to approve submissions on legislation associated with environmental reforms.

Executive Summary

- 2 Minister for the Environment David Parker has announced that the Resource Management Act 1991 (RMA) is going to be repealed and replaced with three new Acts. Additionally, National Policy Statements are also proposed to be consulted on during the formulation of the proposed new Acts.
- 3 The timeframe to draft, consult and implement the new Acts is ambitious and aggressive. Accordingly, it is expected that there will be insufficient time to get draft submissions on the proposed legislation to Council for approval prior to submissions closing.
- 4 This report recommends that the approval process for submissions on new environmental legislation and national policy statements is delegated to the Chief Executive and Group Manager - Environmental Services so that submissions can be lodged within the required timeframes.
- 5 Copies of submissions will be submitted to the Regulatory and Consents Committee for their information when meetings occur.

Recommendation

That the Council:

- a) **Receives the report titled “Request to delegate powers of approving submissions on legislation related to environmental reforms” dated 11 May 2021.**
- 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) Delegates the powers of approving submissions on environmental reforms and National Policy Statements to the Chief Executive and Group Manager – Environmental Services.
- e) Agrees to create a joint submission (where necessary) with the other Otago and Southland Councils on the environmental reforms.

Background

- 6 In June 2020 the Randerson Report was published which stated that the RMA was out date and it should be replaced with three new pieces of legislation called:
 - Natural and Built Environments Act (NBA)
 - Strategic Planning Act (SPA)
 - Climate Adaptation Act (CAA)
- 7 In February 2021 Minister Parker announced that the RMA would be repealed and these new Acts as suggested would replace it.
- 8 The new Acts are anticipated to create a faster and simpler way of protecting the natural environment, enabling development and helping improve housing supply.
- 9 They will provide a more effective role for Māori in the system, simplify planning while reducing costs and time, as well as improving our response to the effects of climate change.
- 10 The proposed SPA will ensure we have better, more integrated strategic planning for how a region will grow and change over time and how development will be provided for within environmental limits.
- 11 The proposed SPA provides for long-term regional spatial strategies that integrate land use planning, environmental regulation, infrastructure provision and funding, climate change responses and natural hazard risk reduction. These strategies will work alongside the proposed

Natural and Built Environments Act and other key legislation covering climate change, transport and local government.

- 12 As the new SPA legislation integrates decision-making across a number of portfolios, the Government has decided to use a new way of collaborative working – a formal interdepartmental executive board - made possible under the Public Service Act 2020 to optimise the quality of input to the development of the SPA.
- 13 The new Strategic Planning Reform Board met for the first time on 29 April. Membership of the Board includes the chief executives of Environment, Transport, Housing and Urban Development, Internal Affairs, Treasury and Conservation.
- 14 The proposed NBA is to be the replacement for the Resource Management Act (1991). The NBA's purpose will be to enhance the quality of the built and natural environments for the wellbeing of current and future generations. The NBA proposes a system of outcomes, limits and targets set through a national planning framework which will be incorporated into a combined plan – one per region – prepared by central government, local government and mana whenua.
- 15 The first milestone for the reform package will be the release of the exposure draft of the most important parts of the NBA legislation (an exposure draft is legislation that has not yet formally been introduced into parliament and which is shared with the public for initial feedback and is designed to help speed up the process).
- 16 Proposed National Policy Statements for Indigenous Biodiversity (NPS-IB) and Highly Productive Land (NPS-HPL) are expected to be put out as an exposure drafts in June 2021 and form part of the new legislation package. Council has submitted on previous drafts and the new exposure drafts are expected to encompass the new aspirations of the revised legislation.

Issues

- 17 The timeframe to pass the three pieces of legislation and Policy Statements into law is very aggressive. It is anticipated that the three Acts will become law this parliamentary term. Current timetabling indicates towards the end of 2022 for the NBA and the SPA. The CAA may be slightly later (early 2023).
- 18 Given the aggressive timeframe, engagement with the Local Government sector will be short and focus on high level principles as opposed to the detail. It is anticipated that any consultation will likely span two weeks and accordingly it is anticipated that there will be insufficient time to put a draft submission to Council for approval prior to the submission period closing.
- 19 The Otago and Southland Council's are looking to combine their submissions to get a united voice from the lower South Island. It is considered that combining with other Councils will give more weight as opposed to SDC having a lone voice in the crowd.
- 20 This report seeks a delegation for all submissions on the three proposed Acts and any National Policy Statements being consulted on alongside the environmental reform.

Factors to Consider

Legal and Statutory Requirements

- 21 There is no legal responsibility to submit on the environmental reforms. Rather, the submission period enables Council to highlight potential issues that are likely to impact the Southland District Council and its Communities.

Community Views

- 22 Consultation on the new legislation may be extended to the general public.
- 23 Due to the tight timeframes it is anticipated that Council will not have sufficient time to consult with the community on the contents of any submissions.
- 24 Reports outlining the content of the submissions will be submitted to the Regulatory and Consents Committee after they have been submitted. These reports will be in the “public” section of the agenda.

Costs and Funding

- 25 No significant costs are anticipated with this decision. Existing staff capacity will be sufficient to draft submissions to the proposed legislation.
- 26 Once the new Acts are passed into law it is expected that Council will need to give effect to the legislation which may cause changes to priorities, additional costs and education with our communities.

Policy Implications

- 27 The environmental reforms will have a significant impact on the future national, and regional planning framework, including the content and how stringent or permissive future regulations will be. These reforms will materially impact on the existing Southland District Plan and our communities. Accordingly, it is considered that submitting on the reforms is a priority for the organisation so that the Southland context can be taken into consideration when the Government is making decisions.

Analysis

Options Considered

- 28 Two options exist, to delegate the power of submissions to the Chief Executive and the Group Manager – Environmental Services or risk not being able to get a submission in to be included in the reforms.

Analysis of Options

Option 1 – delegate powers

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Submissions will be submitted within submission timeframes• The Southland voice will form part of the Government Decision making on new Acts and National Policy Statements	<ul style="list-style-type: none">• Council will not get to see or approve the draft decision before it is submitted.

Option 2 – **Don't delegate powers**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none">• Council gets to see and approve any submissions before they are submitted	<ul style="list-style-type: none">• Potentially miss out on submitting due to not having sufficient time to get a draft submission approved by Council.

Assessment of Significance

- 29 This decision is not deemed significant.

Recommended Option

- 30 Option 1 as it will enable a “Southland context” to be incorporated into Government decisions on environmental reforms

Next Steps

- 31 Wait patiently for an opportunity to submit on legislation.

Attachments

There are no attachments for this report.

Sister Cities New Zealand Conference - 15 to 16 April 2021 - Report back from Councillor Duffy

Record No: R/21/4/20205

Author: Fiona Dunlop, Committee Advisor

Approved by: Trudie Hurst, Group Manager Customer Delivery

☐ Decision

☐ Recommendation

☒ Information

Purpose of report

- 1 The purpose of the report is for Councillor Duffy to report back to Council on his recent attendance at the Sister Cities New Zealand Conference held in Wellington from 15 to 16 April 2021.

Sister Cities New Zealand Conference

- 2 On 15 and 16 April 2021 I attended the Sister cities NZ 40th Anniversary conference held at Te Papa in Wellington.
- 3 New Zealand has 149 Sister City international links mainly in Japan and China.
- 4 The movement was started in 1956 by US President Eisenhower as a means to avoid future wars.
- 5 It is largely based around people to people contact however many of the relationships have led to business and trade opportunities.
- 6 There was an interesting presentation by the Executive Director of the Office of Ethnic Communities. She spoke of work they do with Welcoming Communities and why she sees Sister Cities as helpful to their work.
- 7 The Ambassadors of Japan and China spoke on the importance of Sister City relationships, as did the Chief Executive of LGNZ Susan Freeman-Greene.
- 8 The Governor General hosted a reception at Government House and also praised a lot of which is carried out by community volunteers.
- 9 There were a lot of success stories many from regional areas, particularly Marlborough who have generated \$1.2 million dollars in their community at a cost of \$37,000 to the council.
- 10 Southland District Council has been a member of Sister Cities New Zealand for several years although we no longer have an active international relationship. There are many potential opportunities, economic social and cultural. There is also negative perception held by some in the media and the community towards what they see as money spent for little gain. However, there are a lot of possibilities.
- 11 We have a policy on international relationships. Perhaps we need to have a discussion on whether we see benefits in engaging in any form of international relationships.
- 12 There is potential for gains to be made in tourism, business, technology, through education and youth exchanges and raising our profile.
- 13 There would be costs to balance against that and generally the relationship needs to be in place for some time before the benefits really start to happen.

Recommendation

That the Council:

- a) **Receives the report titled “Sister Cities New Zealand Conference - 15 to 16 April 2021 - Report back from Councillor Duffy” dated 11 May 2021.**

Attachments

There are no attachments for this report.

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.

C10.1 Southland Museum and Art Gallery Trust - Governance Changes

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
Southland Museum and Art Gallery Trust - Governance Changes	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.