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

Date:	**Tuesday, 13 July 2021**
Time:	**9am**
Meeting room:	**Council Chamber**
Venue:	**Level 2**
	20 Don Street, Invercargill

Services and Assets Committee Agenda
OPEN

MEMBERSHIP

Chairperson	Ebel Kremer
	Mayor Gary Tong
Councillors	Don Byars
	John Douglas
	Paul Duffy
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

IN ATTENDANCE

Group manager services and assets	Matt Russell
Committee advisor	Alyson Hamilton

Contact telephone: 0800 732 732
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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.

Terms of Reference – Services and Assets Committee

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

	c) monitor the condition and performance capability of the infrastructural assets owned by Council so as to ensure that it protects its investment in these assets in accordance with accepted professional standards d) monitor the delivery of capital works projects and the implementation of the capital works programme e) monitor the delivery of operations and maintenance contracts f) approve and/or assign all contracts for work, services or supplies where those contracts relate to work within approved estimates. Where the value of the work, services, supplies or business case or the value over the term of the contract is estimated to exceed $2 million a prior review and recommendation of the business case by the Finance and Assurance Committee is required. The business case shall include as a minimum; risk assessment, a procurement plan and financial costings. If there is a different recommendation from the Finance and Assurance Committee the matter will be referred to Council for a decision g) monitor the return on all Council's investments including forestry h) monitor and track Council contracts and compliance with contractual specifications. **Power to Recommend** The Services and Assets Committee is responsible for considering and making recommendations to Council regarding: a) policies relating to the scope of activities of the Services and Assets Committee b) changes to Council's adopted levels of service c) the dividend from the forestry business unit
FINANCIAL DELEGATIONS	Council authorises the following delegated authority of financial powers to Council committees in regard to matters within each committee's jurisdiction. **Contract Acceptance:** • accept or decline any contract for the purchase of goods, services, capital works or other assets where the total value of the lump sum contract does not exceed the sum allocated in the Long Term Plan/Annual Plan and the contract relates to an activity that is within the scope of activities relating to the work of the Services and Assets committee • accept or decline any contract for the disposal of goods, plant or other assets other than property or land. **Budget Reallocation**. Committee is authorised to reallocate funds from one existing budget item to another. Reallocation of this kind must not impact on current or future levels of service and must be: • funded by way of savings on existing budget items • within the jurisdiction of the committee • consistent with the Revenue and Financing Policy.

LIMITS TO DELEGATIONS	Matters that must be processed by way of recommendation to Council include: • amendment to fees and charges relating to all activities • powers that cannot be delegated to committees as per the Local Government Act 2002 and sections 2.4 and 2.5 of this manual. Delegated authority is within the financial limits in section 9 of this manual.
STAKEHOLDER RELATIONSHIPS	This committee shall maintain relationships including, but not limited to the following organisations: • Community Boards • Regional Land Transport Committee • WasteNet • FENZ (Fire and Emergency New Zealand) The committee will also hear and receive updates to Council from these organisations, as required.
CONTACT WITH MEDIA	The committee chairperson is the authorised spokesperson for the committee in all matters where the committee has authority or a particular interest. Committee members do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations. The group manager services and assets will manage the formal communications between the committee and the people of the Southland District and for the committee in the exercise of its business. Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.

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1 Apologies

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

2 Leave of absence

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

3 Conflict of interest

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

4 Public forum

Notification to speak is required by 12noon at least one clear day before the meeting. Further information is available at www.southlanddc.govt.nz or by phoning 0800 732 732.

5 Extraordinary/urgent items

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

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

(i) the reason why the item was not on the agenda, and

(ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

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

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

(a) that item may be discussed at that meeting if-

(i) that item is a minor matter relating to the general business of the local authority; and

(ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

6 Confirmation of minutes

6.1 Meeting minutes of Services and Assets Committee, 01 June 2021

Services and Assets Committee

OPEN MINUTES

Minutes of a meeting of Services and Assets Committee held in the Council Chamber, 20 Don Street, Invercargill on Tuesday, 1 June 2021 at 9.33am. (9.33am – 9.40am, 10.57am – 11.34am.)

PRESENT

Chairperson	Ebel Kremer
	Mayor Gary Tong
Councillors	Don Byars (9.33am – 9.40am, 11.02am – 11.34am)
	John Douglas
	Paul Duffy
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

IN ATTENDANCE

Group manager, project delivery – Nick Hamlin
Group manager, services and assets - Matt Russell via "Teams" (digital technology)
Committee advisor - Fiona Dunlop

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

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

That the Services and Assets Committee confirms the minutes of the held on 23 March 2021 as a true and correct record of that meeting.

Reports

7.1 Procurement Strategy Financial Year 2021/2022

Record no: R/21/4/16696

Commercial infrastructure manager – Ashby Brown was in attendance for this item.

Mr Brown advised that the purpose of the report was to provide, for information, the proposed strategy to procure Council's financial year 2021/2022 works programme.

The Committee noted that the report is to provide the clarity and comfort as to the capacity and capability of the organisation to delivery on commitments made.

Resolution

Moved Mayor Tong, seconded Cr Harpur **and resolved:**

That Services and Assets Committee:

a) receives the report titled "Procurement Strategy Financial Year 2021/2022" dated 25 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.

7.2 Road Operations - March and April 2021

Record no: R/21/4/15558

Roading engineer – Rob Hayes and Strategic manager transport – Hartley Hare were in attendance for this item.

Resolution

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

That the Services and Assets Committee:

a) receives the report titled "Road Operations - March and April 2021" dated 25 May 2021.

(The meeting adjourned for morning tea at 10.40am and reconvened at 10.57am)

(Mayor Tong and Councillors Douglas, Duffy, Ford, Frazer, Harpur, Keast, Kremer, Menzies, Owen, Ruddenklau and Scott were present when the meeting reconvened.)

7.3 Services and Assets Programme Report

Record no: R/21/5/22261

Group manager project delivery – Nick Hamlin was in attendance for this item.

(During discussion, Councillor Byars returned to the meeting at 11.02am.)

Resolution

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

That the Services and Assets Committee:

a) receives the report titled "Services and Assets Programme Report" dated 24 May 2021.

7.4 Te Anau Wastewater Scheme Update to Committee

Record no: R/21/5/22262

Group manager project delivery – Nick Hamlin was in attendance for this item.

Resolution

Moved Mayor Tong, seconded Cr Ruddenklau **and resolved:**

That the Services and Assets Committee:

a) receives the report titled "Te Anau Wastewater Scheme Update to Committee" dated 25 May 2021.

7.5 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for March 2021

Record no: R/21/4/19869

Manager contracts, water and waste – Bill Witham was in attendance for this item.

Resolution

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

That the Services and Assets Committee:

a) receives the report titled "Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for March 2021" dated 25 May 2021.

The meeting concluded at 11.34am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE SERVICES AND ASSETS COMMITTEE HELD ON TUESDAY 1 JUNE 2021.

DATE:.....

CHAIRPERSON:.....

Te Anau Wastewater Scheme Update to Committee

Record No: R/21/6/35879
Author: Geoff Gray, Senior projects manager
Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision ☐ Recommendation ☒ Information

Purpose

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

Executive summary

2 This reporting period covers activities on the Te Anau Wastewater project from 10 May to 24 June 2021.

Recommendation

That the Services and Assets Committee:

a) receives the report titled "Te Anau Wastewater Scheme Update to Committee" dated 23 June 2021.

Attachments

A Te Anau Wastewater Scheme Report to Services and Assets Committee - 13 July 2021 ⇩

SOUTHLAND DISTRICT COUNCIL

Te Anau Wastewater Scheme
Report to Services and Assets Committee

Progress Report

24 June 2021

Flush side of dripper lines in fields 3 & 4

Dripper line installation in Field 1 – before and after roller

Executive summary

This reporting period covers activities on the Te Anau wastewater project from 10 May to 24 June 2021.

Overview

This reporting period observes the near completion of the construction phase for this project, with only minor works still to be completed at both the Kepler SDI Te Anau membrane sites. The remaining works still to be undertaken are electrical fit off and control logic creation and review that are in their final stages.

With the construction phase almost complete, the project moves into the commissioning phase, this phase is programmed to take from 7 July to early September, where all portions of the plants will be tested to its design limits, reliability, functional ability and quality of treated waste water.

Over the course of the commissioning period, the operations team will undergo numerous trainings with key suppliers and installers, with an official handover of the Kepler SDI field to the operations team programmed for 3 August, this will be a key milestone, as it will signify the approval to progress to processing waste water through the membrane plant and full site procession by Downer operations teams.

Work has progressed well on finalising the as-built documentation and operations and maintenance manuals. These will be in draft form ready for commissioning and will play an integral part of ensuring the project as set point benchmarks for future reference.

Te Anau membrane plant

The membrane plant is installed and awaiting the completion of the electrical fit and installation of minor building amenities to complete the building, with the main access road being currently formed and installed to complete the site access.

The additional pond storage has been fully completed and all three pond levels have been raised to the new operational level awaiting the commissioning of the membrane plant in mid August.

All previously reported Covid-19 delayed items are all onsite and installed. There are no outstanding or delayed items remaining for this site.

The completion of the Te Anau membrane site will be two days ahead of the head contractors programmed completion date and under budget.

Kepler SDI disposal field

With the Kepler SDI disposal field fully complete, there is only the completion of the electrical fit out remaining, along with some landscaping around the SDI headworks building to be undertaken.

All previously reported Covid-19 delayed items are all onsite and installed. There are no outstanding or delayed items remaining for this site.

The completion of the Kepler SDI site will be five days ahead of the head contractors programmed completion date and under budget.

Pasture management

The fourth cut has been completed and yielded 88 bales, bring the total season yield to 2,588 bales for the 2020/2021 season.

Covid-19 delays

Through weekly reporting by both head contractors, there is no Covid-19 or logistic delayed items remaining for the project in its entirety.

Project steering group

The fifth meeting of the Project Steering Committee was held on 15 June, the committee approved the recommendation to place a milestone hold point on the membrane plant making the transition from fresh water to waste water.

This hold point is paramount to the project's overall functionality and reliability, with a recommendation to proceed pending from the project control group based on commissioning KPI's and approval from the respective head contractors and designers to progress with the processing of waste water.

Te Anau Waste Water Liaison Group

Members of the Te Anau liaison group, Fiordland Community Board and Fiordland sewer options accepted an invitation by the Southland District Council to visit the Kepler SDI disposal field and have a tour of the newly installed dripper line and view the final stages of the headworks construction.

Health and safety

Health and safety performance continues to track well with zero LTI and MTI incidents across the project, attached is all incident reports raised by contractors onsite during construction and all onsite audits and safety observations completed by Southland District Council staff.

- 68,942 man hours completed to date on site
- 0 Lost time injuries recorded to date.

Environmental

No environmental issues this period.

Project programme

Key milestones in the last reporting period include

Membrane treatment plant

- membrane plant installation completion, excluding actual membrane cartridges
- membrane plant electrical 98% complete
- final completion of civil works for raising of the concrete wave bands.

SDI irrigation

- dripper line installation fully complete
- Kepler SDI electrical 95% complete
- SDI building: fully cladded and water tight and 100% internal lined, all concrete paths and aprons poured, with minor landscaping still to complete.

Programme risk

- key control systems omissions
- air omission for elevated undulating ground, dripper emitters draw in dirt, not air from air valves
- lack of scenario and contingency planning completed to date, resulting in delays
- Covid-19 escalations within New Zealand and new strains worldwide.

Master programme dates

ITEM	KEY START DATE	KEY COMPLETION DATE	ON/ OFF TRACK/ FORECAST CHANGES
Package 1 (Kepler Block)	September 2018	March 2020	Completed
Package 2 (Main pipeline)	July 2019	June 2020	Completed
Package 4a (MF Plant, Additional Storage)	5 October 2020	June 2021	Currently under construction
Package 4b (SDI Field)	5 October 2020	June 2021	Currently under construction
Package 5 (Professional fees)	April 2010	June 2022	Professional fees are ongoing throughout the duration of the project
Package 6 (Consents)	April 2010	June 2022	Ongoing consent works will continue throughout the duration of the project

Programme clarifications

Package 1 Kepler Block

Completed.

Package 2 pipeline

The pipeline project is now practically complete, with the defect period expiring 30 June 2022. The pipeline will remain full until placed into commission July 2021.

Package 4a MF plant, additional storage

This reporting period has seen no health and safety breaches on this site, with all critical works complete, the number of site staff has now decreased, with less than 5 staff onsite.

The Membrane plant is installed and awaiting the completion of the electrical fit and installation of minor building amenities to complete the building, with the main access road being currently formed and installed to complete the site access.

The additional pond storage has been fully complete and all 3 pond levels have been raised to the new operational level awaiting the commissioning of the Membrane plant in mid August.

All previously reported Covid-19 delayed items are all onsite and installed. There are no outstanding or delayed items remaining for this site.

The completion of the Te Anau membrane site will be two days ahead of the head contractors programmed completion date and under budget.

Package 4b SDI field

This reporting period has seen no health and safety breaches for this expansive site, with all critical works coming to a completion, site staff numbers will also decrease to below 5 persons.

Commissioning will begin at the Kepler SDI site on the 7 July with fresh water pumped from the Te Anau Membrane site, this will place the previously constructed pipeline into service, testing the design and integrity in conjunction with Kepler SDI fields.

With the Kepler SDI disposal field fully complete, there is only the completion of the electrical fit out remaining, along with some landscaping around the SDI Headworks building to be undertaken.

All previously reported Covid-19 delayed items are all onsite and installed. There is no outstanding or delayed items remaining for this site.

The completion of the Kepler SDI site will be 5 days ahead of the Head contractors programmed completion date and under budget.

Pasture management

The fourth cut has been completed and yielded 88 bales, bring the total season yield to 2588 bales.

Package 5 professional fees

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

Package 6 consents

There has been no tasks or actions completed in this period.

Project financials

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

Financial clarifications

No changes to project budgets this reporting period, the contract contingency and major variations will be noted below as the project progresses.

ITEM	APPROVED COMMITMENT	COSTS TO DATE	FORECAST FINAL COST
Package 1 (Kepler Block)	$746,001.00	$908,291.21	$908,291.21
Package 2(Main pipeline)	$5,592,262.50	$5,249,348.07	$5,261,848.07
Package 3 Additional storage	$979,440.00	$865,452.83	$989,440.00
Package 4 Membrane plant	$8,520,560.00	$7,534,553.40	$8,759,434.47
Package 4b (SDI field)	$5,266,362.00	$4,343,311.19	$5,189,965.98
Package 5 (Professional fees)	$2,375,956.00	$3,248,599.26	$3,356,099.26
Package 6 (Consents)	$600,000.00	$998,883.53	$1,025,483.53
General work item	$200,000.00	$123,454.08	$149,754.08
Construction contingency	$2,739,357.50		
TOTALS	**$27,019,939**	**$23,271,893.08**	**$25,640,316.60**

Project risks

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

RISK DESCRIPTION	EFFECT	MITIGATION
Scenario planning	Lack of scenario and contingency planning for SDI field and integration into Membrane and pipeline	Good planning, creation of scenario matrix, workshop to review
Existing 50mm line unable to deliver required volume of potable water for existing screens and plant process water, including safety showers	No processed water for plant operations and for safety showers	Install additional buffer tank at Membrane plant or increase size of ryder main from SH 94 to plant (700 metres)
Physical works completed before control and SCADA programming is ready (multiple parties are involved)	• delay to physical commissioning • acceptance testing abbreviated • time and cost effects	• timeframes, milestones established and agreed with all parties
Changes to design by the Contractors not checked with designer	• unintended consequences to operability or performance	• propose that any change proposed by Contractor should be formally notified to Engineer via NTE

Road Operations - May 2021

Record No: R/21/6/33548
Author: Rob Hayes, Roading engineer
Approved by: Matt Russell, Group manager services and assets

☐ Decision ☐ Recommendation ☒ Information

Purpose

1 The purpose of this report is to update the committee on the progress of the major roading contracts and provide the necessary context to the 2020/2021 budget.

Executive summary

2 WSP have completed 404 bridge inspections to the end of May 2021.

3 Maintenance spend across the three contracts totalled $10.9m to the end of May.

4 Mclean Road box culvert is in place with rock and road reinstatements under construction and is scheduled to be completed by the end of June.

5 The resource consent to extract the gravel island from the Mataura River that is causing bank erosion upstream of Nokomai Road bridge No 2 has been granted. Gravel was extracted and stockpiled during May to be crushed and utilised as maintenance gravel in the future.

6 Customer satisfaction; 148 requests for service (RFS), across the three Alliance contracts were received in May, compared to 59 in 2020, an increase of 250%. When compared to 2020 the significant increase can be attributed to the unusually low number of RFS reported after the Covid-19 lockdown last year. 197 RFS were received in May 2019 and 181 in May 2018 confirming RFS have return to traditional levels.

7 In relation to health and safety for the Alliance contracts; 18 contractor safety audits were completed during March and April with 28 near misses reported.

8 Activity performance:

- metalling, 50,300m^3 (90%) has been placed by the end of May of a total 2020/21 budget of 55,967m^3
- grading, 11,900 (88%) has been graded by the end of May of a total 2020/21 budget of 13,600km for the year.

Pavement rehabilitations

9 All 2020/2021 road rehabilitations have been completed, with the Fortrose Otara seal widening accessways to be completed during July.

10 The five 2021/2022 pavement rehabilitations are currently with WSP and Bonsich consultants for design.

McLean Road box culvert under construction

Nokomai Road bridge No 2 - gravel island extracted

Resurfacing

11 The focus is now on getting the pre-seal work completed for the 2021/2022 resurfacing programme which consists of 870,000m^2. Work is also underway to select and confirm the sites for 2022/2023 resurfacing season.

12 Information obtained from the high-speed data has been utilised to identify priority skid resistance sites across the network. We are currently undertaking 29,000m^2 of water cutting to remove the excess bitumen. Priority sites which have not made the water cutting programme are being further accessed for alternative treatments.

Pavement marking

13 Downer has completed the bulk of the 2020/2021 programme with some minor works still outstanding. Planning is also underway to completed a full network remark for the 2021/2022 season.

Bridges

14 Downer has had two more bridges added to the Southern Southland design and build package to total 12 bridge replacements. These addition bridges are located at Kirkbride Street, Wallacetown and McLeod Road North, Caroline Valley.

15 SouthRoads has completed nine bridges of the 10 bridges in the Northern Southland design and build package. Construction is underway on the final bridge on Piano Flat Road.

16 Transport team is currently re-evaluating the bridge replacement programme. The reduction in funding requires us to review the prioritisation.

Parawa Station Road bridge under construction

Completed Parawa Station Road bridge

Piano Flat Road bridge under construction

Final stages of the bridge being realigned at Biggar Road

Recommendation

That the Services and Assets Committee:

a) receives the report titled "Road Operations - May 2021" dated 5 July 2021.

Attachments

A Foveaux Alliance May A3 ⇩
B Central Alliance May A3 ⇩
C Waimea Alliance May A3 ⇩
D SouthRoads May H&S report ⇩
E Fulton Hogan May H&S report ⇩

SOUTHLAND DISTRICT COUNCIL

Foveaux Alliance - Summary Report May 2021

FOVEAUX ALLIANCE

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	May-21	YTD
General Requests for Road Service (RFS's)	43	489
Road Service Requests completed on time	42	473
Road Service Requests completed on time %	98%	97%

HEALTH AND SAFETY

	May-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	5	21
Site Safety & Traffic Management Audits completed (pass/fail <5)	2	59
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	1

PERFORMANCE SCORECARD

KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	10%
Customer and Community Governance	10%	10%
Health & Safety	20%	15%
Alliance Effectiveness & Efficiency	40%	41%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	11%
Grading Achievement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**100%**	**95%**

IDENTIFIED RISK & STRATEGY UPDATE

Risk 1 - Waikawa Curio Bay Otta Seal Failure

Seawall rock protection work complete, still continues to be turned back to gravel as failures increase.

Risk 2 - Mataura Island/Fortrose Intersection Flushing site

This is on the Rehab programme for 21/22.

Better month than the last. Weather has been up and down, but we persisted.

43 RFS's in May. Weather has played havoc with the unsealed roads on the network. We have this under control.

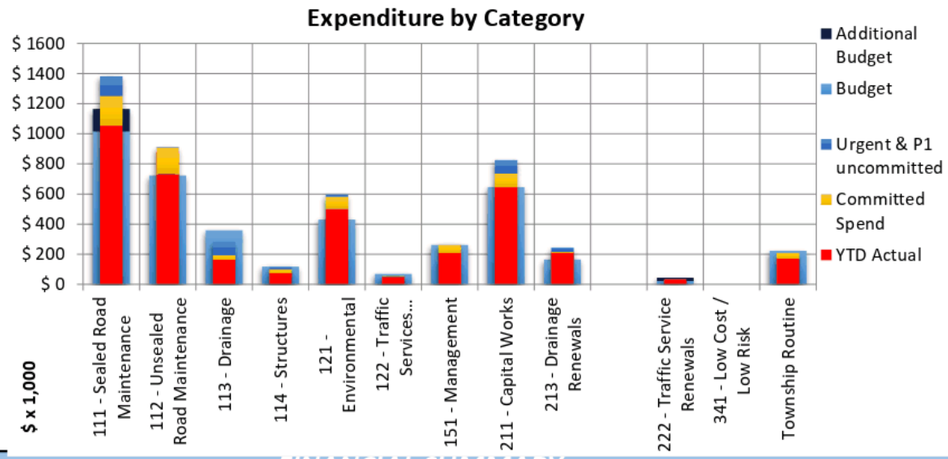
Stabi programme completed mid May. Drainage programme has started and is progressing well.

Noxious spraying is ongoing, if and when the weather and wind allows. Growth has been extraordinary this season.

We got close to 3000m3 of Maintenance metal done in May. This depletes our budgeted amount, but we have been given the go ahead to sread some more in June.

Grading has been good in May with 373 Kms completed.

Near Hits at 5 this month.



ALLIANCE EFFECTIVENESS & EFFICIENCY

Sealed Network Acheivement of Programme - 2020/21 Pre-Reseal Repairs

Activity	20/21 Repairs	May-21	YTD	Remaining	% Completed
Depressions (m2)	280	-	330	- 50	118%
Edge Breaks (m)	1,970	4,050	6,033	- 4,063	306%
Dig Outs (m2)	-	-	61	- 61	0%
Stabilising (m2)	5,609	855	7,613	- 2,004	136%
Sites	42	-	42	-	100%
Kilometres	28	-	28	-	100%

Unsealed Network Acheivement of Programme

Activity	Budget	May-21	YTD	Remaining	% Completed
Metalling (m3)	17,000	2,968	17,102	- 102	101%
Grading (KM)	4,000	373	3,531	469	88%

Structures - Maintenance - *Joint Alliances*

Activity	Quantity	May-21	YTD	Remaining	% Completed
Consultants List	32	-	18	14	56%
Bridge Inspections	181	-	100	81	55%

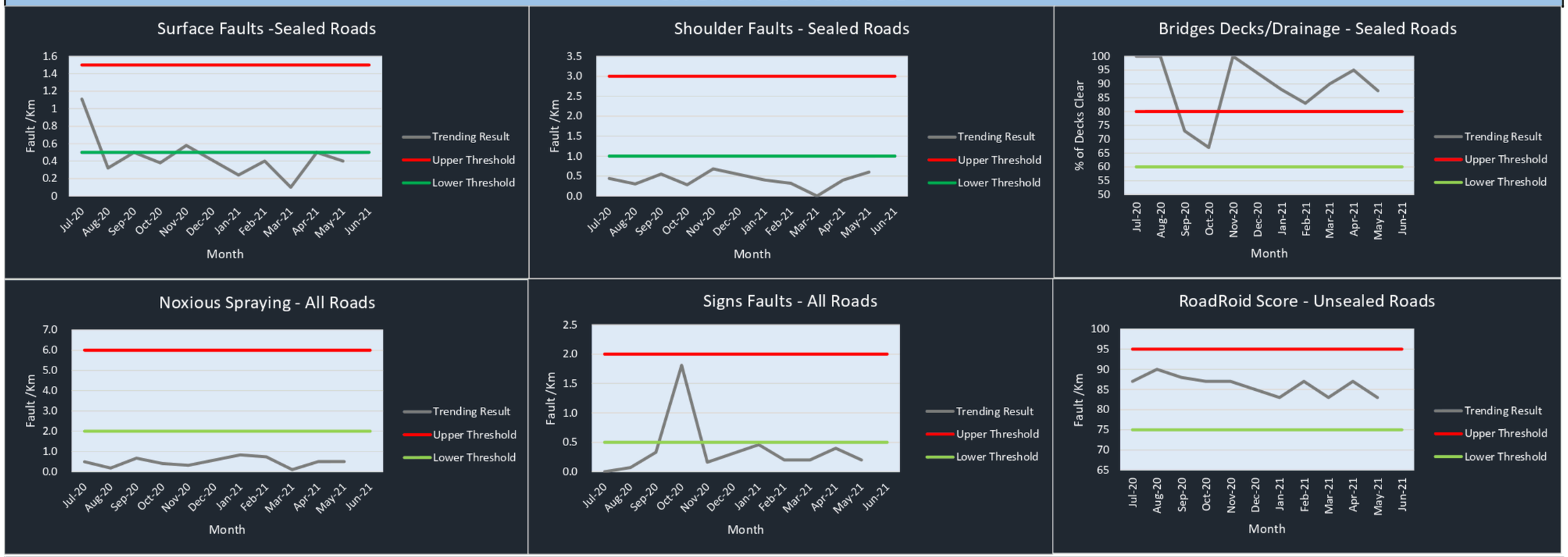
FINANCIAL COMMENTARY

We have had a good May and we are now only 33K shy of the budget. We have a full June programmed with AC Levelling, Edgebreak repairs, Drainage, Noxious, Metalling and culvert Replacements. Grading cost is down a bit from last month and Metalling cost are up this month. This will mainly be because of longer carts and also bouncing around to field RFS's. Regular financial/Budget meetings ongoing. Budget for 21/22 will be set soon.

FINANCIAL SUMMARY

	Annual Amount	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	$ 4,029,232	$ 284,177	$ 293,360	$ 302,710	$ 387,481	$ 282,425	$ 292,049	$ 299,252	$ 390,517	$ 409,438	$ 411,204	$ 348,463	$ 328,157
Actual Claim		$ 423,517	$ 343,080	$ 314,016	$ 323,785	$ 404,694	$ 244,434	$ 221,788	$ 288,113	$ 476,966	$ 338,943	$ 460,456	$ -
Year to Date Budget	$ 3,873,195	$ 344,177	$ 654,441	$ 962,366	$ 1,349,847	$ 1,722,272	$ 2,014,321	$ 2,313,574	$ 2,704,090	$ 3,113,528	$ 3,524,732	$ 3,873,195	$ 4,201,352
Actual Claim YTD	$ 3,839,791	$ 423,517	$ 766,597	$ 1,080,613	$ 1,404,398	$ 1,809,092	$ 2,053,526	$ 2,275,314	$ 2,563,427	$ 3,040,393	$ 3,379,336	$ 3,839,791	$ 3,839,791
Variance YTD	$ 33,403	*Additional funds provided - Seal widening Coal pit road & signs speed review*											

CONDITION PERFORMANCE

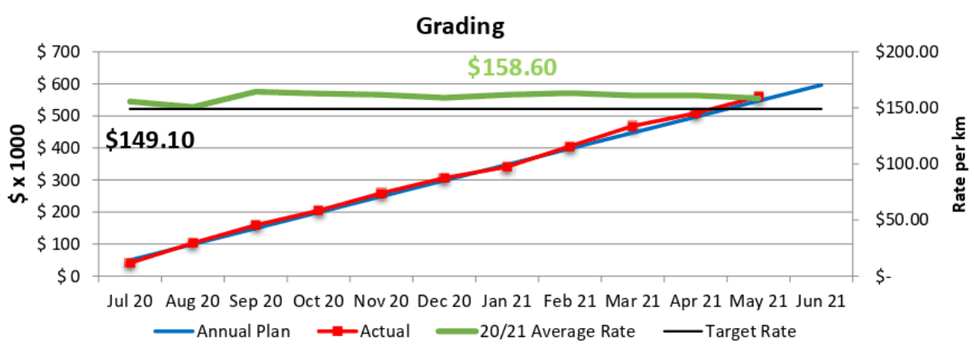


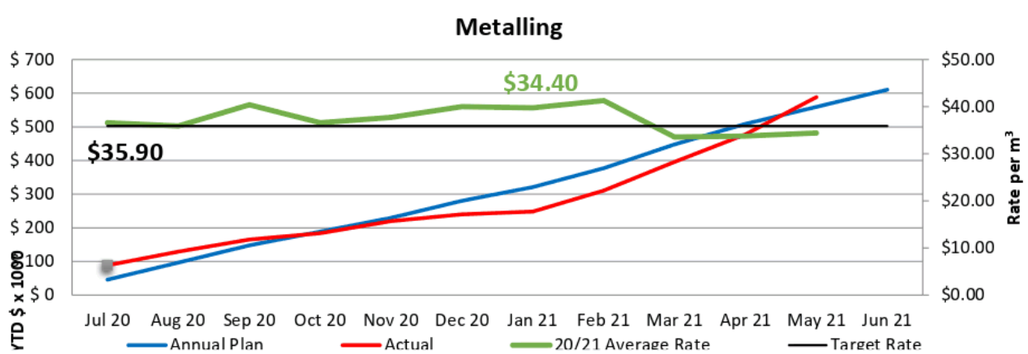
CONDITION PERFORMANCE - COMMENTARY

"Condition survey" completed on 1.05.2021 on the Western side of the network by Rodney Clark and Shaun Holland. Network seems to be in a good state of repair. Unsealed road condition very good.

FACILITES/ATMCT COMMENTARY

Document for SI Mowing has now been finalised. This will not take affect until 1 July 2021. Made some good progress with Mowing LoS on SI. Playground inspections on the island now been done electronically. No issues or concerns with Facilities Maintenance in general.





Central Alliance - Summary Report May 2021

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	May-21	YTD
General Requests for Road Service (RFS's)	77	762
Road Service Requests completed on time	77	720
Road Service Requests completed on time %	100%	94%

HEALTH AND SAFETY

	May-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	1	2
Near Hits Reported (pass/fail <5)	12	102
Site Safety & Traffic Management Audits completed (pass/fail <5)	7	67
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	1

PERFORMANCE SCORECARD

KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	7.5%
Customer and Community Governance	10%	10%
Health & Safety	20%	15%
Alliance Effectiveness & Efficency	40%	40%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Acheivement	10%	10%
Grading Acheivement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**100%**	**93%**

IDENTIFIED RISK & STRATEGY UPDATE

Logging, Heavy vehicle traffic on Unsealed Roads

The wet weather coupled with the heavy duty trafficking from logging trucks, milk tankers and other large type agricultural equipment. Will continue to monitor and address issues before they become problems.

Culverts, large number of failures

2020/2021 has seen a large number of culvert failures, while currently we can absorb these costs if additional culverts fail significant pressure would be put on our programme.

There was nothing uninteresting about the weather in May. Starting with a mild period (the afternoon highs in the first 11 days were 2.6°C warmer than average) then from the 14th - 19th, often windy wet and cold with brief mostly light snowfall to quite low levels on the 18th. A large high covered New Zealand for several days from the 22nd to the 27th with frosts. On the three consecutive days from the 25th to the 27th they were quite hard, but mostly followed by bright and sunny but cold days.

May saw both the shared crews (OGEM & Stabi) continue working in the Central Alliance on pre-reseal repairs for the 2021/22 reseal season. The Stabi crew completed one weeks worth of work until the conditions resulted in that crew being utilised in another Divison. We will complete the remaining 16% post Winter. The OGEM crew completed 169 m2 of depressions as well as 3,103m of edgebreak. The weather has not helped either of these crews but we are making good progress and are on track to meet our KPI's

The digger crew have moved into Waimea to help with the installation of the McLean Road culvert and urgent culvert replacements.

Riverton sumps have been completed and Winton is being swept post the leaf drop.

Additional funds have been provided and we are going to complete more metalling, flax spraying and some vegetation trimming / removal.

ALLIANCE EFFECTIVENESS & EFFICIENCY

Sealed Network Acheivement of Programme - 2021/22 Pre-Reseal Repairs

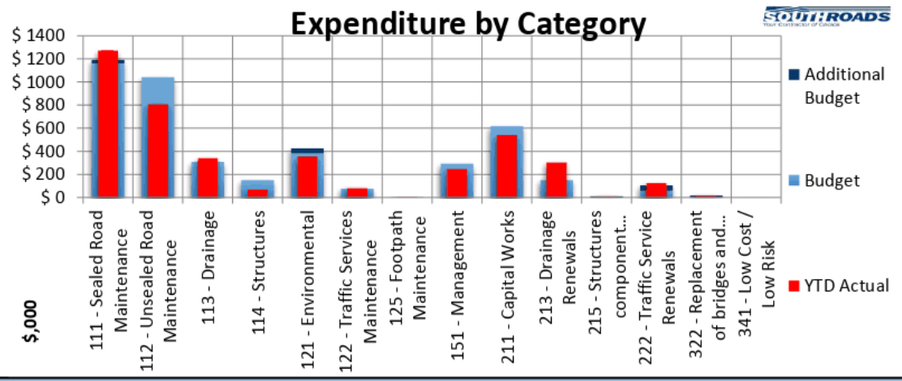
Activity	21/22 Repairs	May-21	YTD	Remaining	% Completed
Depressions (m2)	11,463	169	2,343	9,120	20%
Edge Breaks (m)	8,191	3,103	6,470	1,721	79%
Dig Outs (m2)	97	-	75	22	77%
Stabilising (m2)	1,396	192	1,177	219	84%
Sites	80	-	8	72	10%
Kilometres	60	-	1	58	2%

Unsealed Network Acheivement of Programme

Activity	Budget	May-21	YTD	Remaining	% Completed
Metalling (m3)	14,160	953	14,227	- 67	100%
Grading (KM)	4,629	454	4,243	386	92%

Structures - Maintenance - *Joint Alliances*

Activity	Quantity	May-21	YTD	Remaining	% Completed
Consultants List	0	0	0	0	0%
Bridge Inspections	833	0	0	833	0%



FINANCIAL COMMENTARY

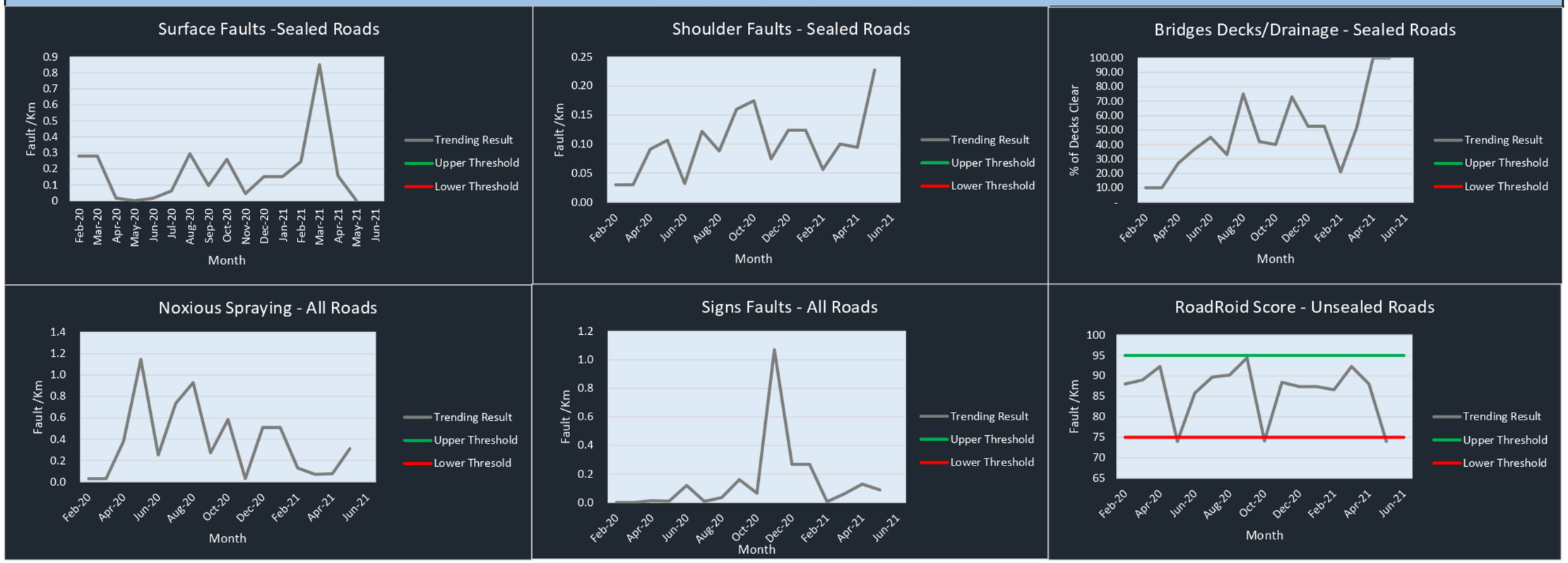
The YTD actuals are tracking ahead of budget, we continue to monitor these closely. The two catergories that are significantly over are Signs and Drainage.

A reduction in other categories has helped ease this issue as well a being able to utilise a portion of Waimea's budget.

FINANCIAL SUMMARY - Roading

	Annual $	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	$ 4,045,609	$ 521,818	$ 488,323	$ 376,493	$ 275,003	$ 287,503	$ 246,425	$ 246,425	$ 275,003	$ 275,003	$ 246,425	$ 376,493	$ 430,695
Actual Claim		$ 529,267	$ 560,361	$ 377,698	$ 362,092	$ 475,316	$ 247,494	$ 188,316	$ 286,911	$ 420,905	$ 397,502	$ 316,855	$ -
Year to Date Budget	$ 3,757,377	$ 526,899	$ 1,050,892	$ 1,437,379	$ 1,712,657	$ 2,003,172	$ 2,266,023	$ 2,519,088	$ 2,826,893	$ 3,103,481	$ 3,351,368	$ 3,757,377	$ 4,188,072
Actual Claim YTD	$ 4,162,718	$ 529,267	$ 1,089,628	$ 1,467,326	$ 1,829,418	$ 2,304,734	$ 2,552,228	$ 2,740,545	$ 3,027,456	$ 3,448,361	$ 3,845,863	$ 4,162,718	$ 4,162,718
Variance YTD	-$ 405,341	Additional Funds	$ 559,954										

CONDITION PERFORMANCE

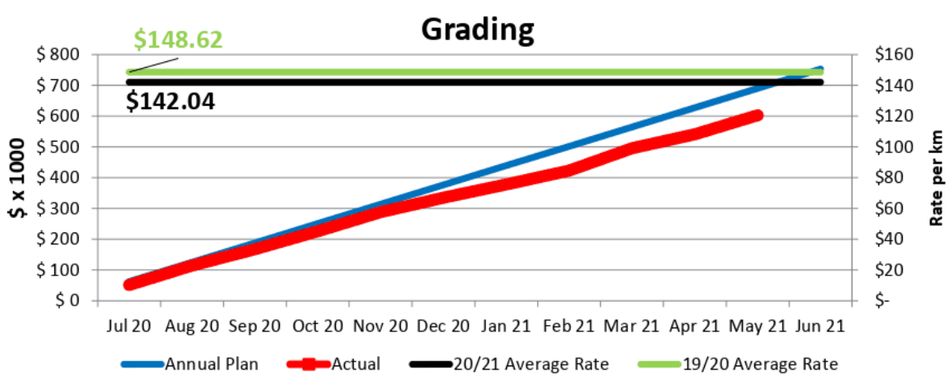


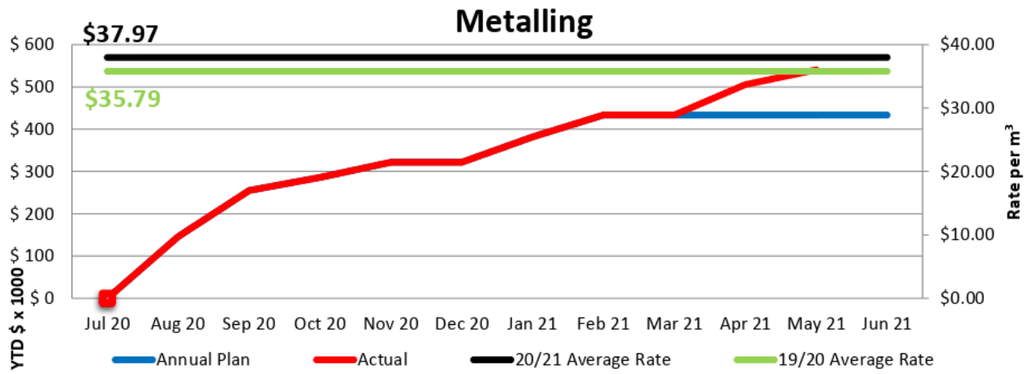
CONDITION PERFORMANCE - COMMENTARY

The above graphs are intended to present the condition trends of the network based off monthly audits. As we collect data we will set the upper and lower threshold for each activity. The road road score is an example.

FACILITES COMMENTARY

Currently there are no major issues outstanding.





Waimea Alliance - Summary Report May 2021

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	May-21	YTD
General Requests for Road Service (RFS's)	28	312
Road Service Requests completed on time	28	272
Road Service Requests completed on time %	100%	87%

HEALTH AND SAFETY

	May-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	1
Near Hits Reported (pass/fail <5)	9	72
Site Safety & Traffic Management Audits completed (pass/fail <5)	6	72
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD

KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	7.5%
Customer and Community Governance	10%	10%
Health & Safety	20%	20%
Alliance Effectiveness & Efficency	40%	40%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Acheivement	10%	10%
Grading Acheivement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**100%**	**98%**

IDENTIFIED RISK & STRATEGY UPDATE

Risk 1 - ***Riversdale Waikaia Road***

Tree roots effecting the pavement integrity. Council to determine appropriate action. Minor repairs have been completed

Risk 2 - ***Nokomai Road - Bridge 2***

An Island of gravel upstream from Bridge 2 has potenial to take out both abutments. Gravel extraction is underway.

Risk 3 - ***Culverts 600mm>***

Culvert Inspections on 600mm and above is highlighting issues in the network. More money for drainage has been put in the 21-31 LTP.

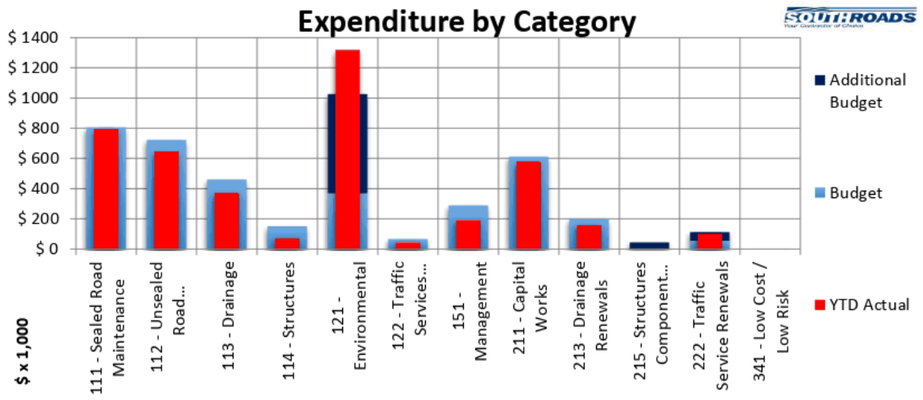
There was nothing uninteresting about the weather in May. Starting with a mild period (the afternoon highs in the first 11 days were 2.6°C warmer than average) then from the 14th - 19th, often windy wet and cold with brief mostly light snowfall to quite low levels on the 18th. A large high covered New Zealand for several days from the 22nd to the 27th with frosts. On the three consecutive days from the 25th to the 27th they were quite hard, but mostly followed by bright and sunny but cold days.

The McLean Road Box Culvert Installation is well under way with only a few minor glitches. Progress at the end of this month is, the boxes themselves are placed, tensioned up. Wingwalls, Headwalls, Cut Off Walls and Aprons are poured. And the back filling has began. The weather has held us up late in the month but the majority of the job is done. Just some rock to install and the road to reshape followed by the site rail installation.

Other works completed are 4 emergency culvert replacements on Old Balfour Road and Waimea Valley Road is ready to go.

The last of the Maintenance Metal for the year was all but completed.

An inspection of the ATMCT was under taken with Culvert markers installed at all culverts while doing this inspection.



ALLIANCE EFFECTIVENESS & EFFICIENCY

Sealed Network Acheivement of Programme - 2021/22 Pre-Reseal Repairs

Activity	21/22 Repairs	May-21	YTD	Remaining	% Completed
Depressions (m2)	1,802	-	1,134	668	63%
Edge Breaks (m)	3,719	-	1,820	1,899	49%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	1,324	-	1,324	-	100%
Sites	76	-	68	8	89%
Kilometres	42	-	24	18	57%

Unsealed Network Acheivement of Programme

Activity	Budget	May-21	YTD	Remaining	% Completed
Metalling (m3)	19,500	4,437	18,884	616	97%
Grading (KM)	4,629	498	4,139	490	89%

Structures - Maintenance - *Joint Alliances*

Activity	Quantity	May-21	YTD	Remaining	% Completed
Consultants List	-	-	-	-	0%
Bridge Inspections	833	-	-	833	0%

FINANCIAL COMMENTARY

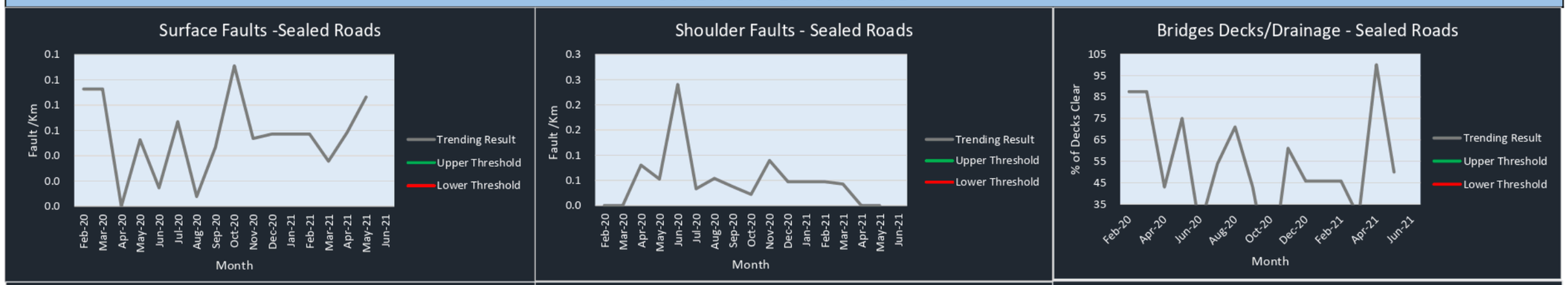
Currently there are no major area's of concern financially within the Alliance.

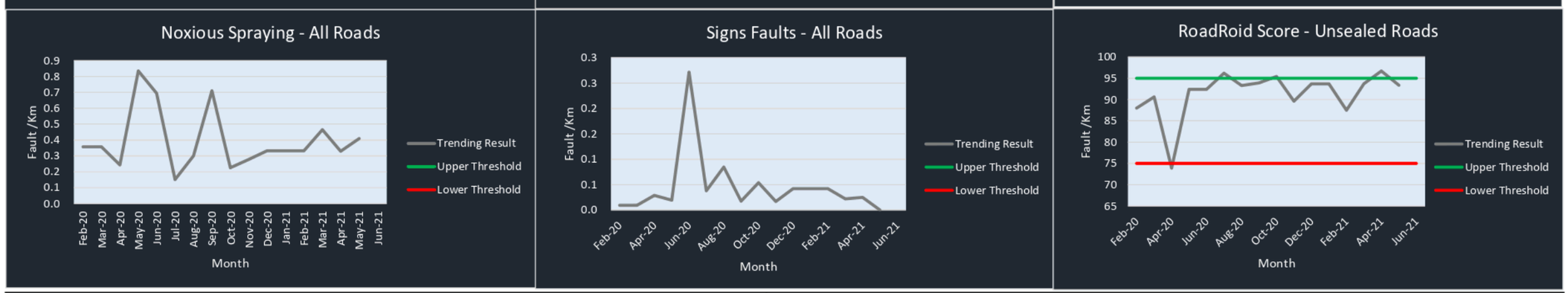
Waimea alliance

FINANCIAL SUMMARY - Roading

	Annual Amoun	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	$ 3,745,922	$ 810,000	$ 324,910	$ 284,000	$ 280,000	$ 330,000	$ 255,000	$ 185,000	$ 195,000	$ 200,000	$ 205,000	$ 260,000	$ 417,012
Actual Claim		$ 869,647	$ 280,451	$ 384,774	$ 356,690	$ 295,823	$ 267,678	$ 330,944	$ 351,000	$ 433,473	$ 437,593	$ 539,549	$ -
Year to Date Budget	$ 4,096,787	$ 810,000	$ 1,134,910	$ 1,418,910	$ 1,705,259	$ 2,084,240	$ 2,350,591	$ 2,631,829	$ 2,899,862	$ 3,229,928	$ 3,655,610	$ 4,096,787	$ 4,513,799
Actual Claim YTD	$ 4,547,623	$ 869,647	$ 1,150,098	$ 1,534,871	$ 1,891,562	$ 2,187,385	$ 2,455,063	$ 2,786,007	$ 3,137,007	$ 3,570,481	$ 4,008,073	$ 4,547,623	$ 4,547,623
Variance YTD	-$ 450,836	$ 1,018,843	Additional funds provided										

CONDITION PERFORMANCE



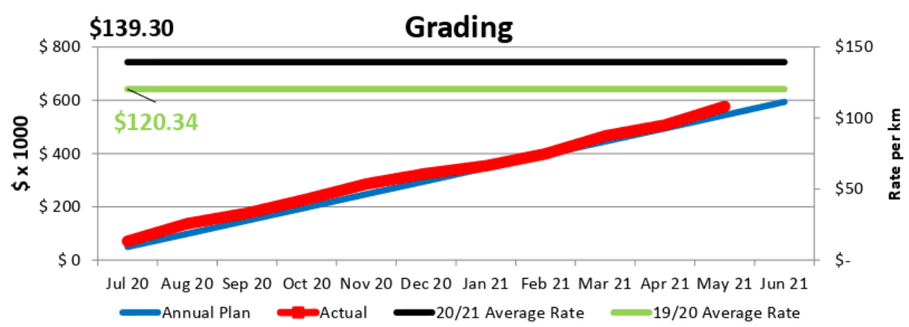


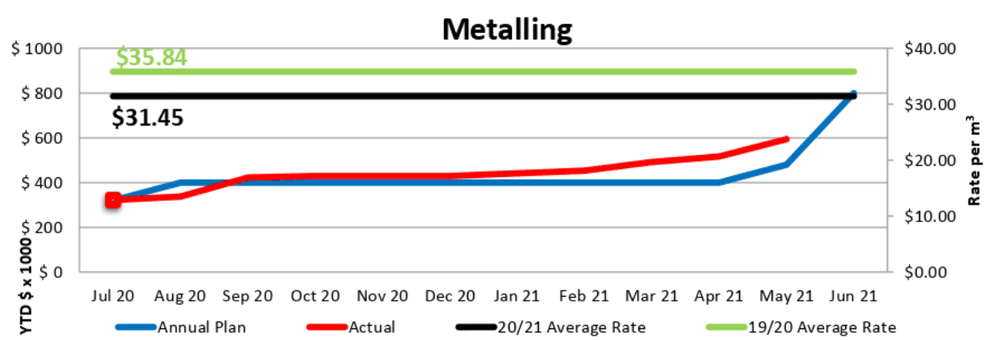
CONDITION PERFORMANCE - COMMENTARY

The above graphs are intended to present the condition trends of the network based off monthly audits. As we collect data we will set the upper and lower threshold for each activity. The road roid score is an example.

FACILITES/ATMCT COMMENTARY

Currently there are no major issues outstanding for Facilities.





SDC / ICC MAINTENANCE SAFETY PERFORMANCE AND STATISTICS - 20/21

Hours Worked	
2019-20	68,267
2020-21	59,642

Lag Indicators

	TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party	Total
2019-20	29	13	1	1	14.6	14.65	41	2	58
2020-21	50.3	15	3	0	50.3	0.0	46	2	66

2020-21 Hours Worked	Month	TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party/ Subcontractor	TOTAL
6,661	July	0.0	2	0	0	0.0	0.0	10	1	13
6,229	August	0.0	1	0	0	0.0	0.0	3	0	4
6,159	September	0.0	1	0	0	0.0	0.0	5	0	6
6,158	October	162.4	1	1	0	162.4	0.0	6	1	9
6,557	November	0.0	2	0	0	0.0	0.0	5	0	7
5,152	December	0.0	3	0	0	0.0	0.0	2	0	5
4,791	January	0.0	1	0	0	0.0	0.0	2	0	3
5,789	February	0.0	2	0	0	0.0	0.0	2	0	4
6,945	March	0.0	1	0	0	0.0	0.0	7	0	8
5,203	April	192.2	1	1	0	33.3	0.0	1	0	3
	May	167.3	0	1	0	45.5	0.0	3	0	4

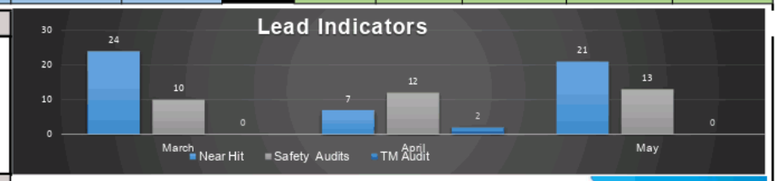
Lead Indicators

	Near Hit	Safety Audits	TM Audit	Toolbox	Total
	116	108	14	Weekly	238
YTD	171	123	20	Weekly	314

Month	Near Hit	Safety Audits	TM Audit	Toolbox/Weekly Meetings	TOTAL
July	13	12	2	Weekly	27
August	12	12	2	Weekly	26
September	15	15	4	Weekly	34
October	9	6	1	Weekly	16
November	18	11	4	Weekly	33
December	17	10	1	Weekly	28
January	17	11	1	Weekly	29
February	18	11	3	Weekly	32
March	24	10	0	Weekly	34
April	7	12	2	Weekly	21
May	21	13	0	Weekly	34

COMMENTARY

May saw our Bi-Monthly Tool Box meeting held on the 7th of May at the Winton Fire Station, this covered the number of accidents and incidents the business as a whole has been experiencing. This also covered a number of safety alerts as well as general business with a focus on passing school buses at the correct speed and a refresher on what hand signals a spotter should be used when reversing vehicles. Jump Starting of vehicles procedure was also covered and the Drug & Alcohol policy being reinforced. As the statistics above show we are ahead of last year for Safety Audits, Near Hits and Traffic Management Audits which is great to see.



INCIDENT REGISTER

Incident	Description	Event Type	Reporting Line	Investigation Status	
31/05/2021	Truck and Trailer pulled out of and back into yard operator had to brake to avoid	Near Hit	Central	Closed	
28/05/2021	School bus tried to overtake grader on blind corner.	Near Hit	Waimea	Closed	
28/05/2021	Pulled off onto mail box bay and nearly got the Ute stuck.	Near Hit	Central	Closed	
27/05/2021	Car passed grader operator with no lights on.	Near Hit	Central	Closed	
26/05/2021	Car went through red lights.	Near Hit	Central	Closed	
25/05/2021	Operator was grading and hit a water line.	Incident	Central	Closed	
24/05/2021	Operator had two vehicles coming towards him (one was overtaking).	Near Hit	Waimea	Closed	
24/05/2021	Person driving was on a cell phone. Car was erratic	Near Hit	Central	Closed	
22/05/2021	Operator had a verbal altercation with Member of Public	Incident	Waimea	Closed	
20/05/2021	MoP complaining about traffic lights.	Near Hit	Central	Closed	
18/05/2021	Truck and Trailer got stuck delivering wing walls to site.	Incident	Waimea	Closed	
15/05/2021	Member of Public interferring with water pump.	Near Hit	Waimea	Closed	
15/05/2021	Almost hit cattle beast on the highway.	Near Hit	Waimea	Closed	
14/05/2021	Adjustment Pin broke on Trailer 363.	Near Hit	Central	Closed	
13/05/2021	MoP passed on a yellow line.	Near Hit	Central	Closed	
12/05/2021	Vehicle turning at the intersection and nearly took out on coming vehicle.	Near Hit	Central	Closed	
12/05/2021	Grader struck power pole.	Incident	Central	Awaiting Management Review	
11/05/2021	Road Closed Ahead sign removed by member of public.	Near Hit	Waimea	Closed	
10/05/2021	Supplier truck delivering gravel almost hit power lines.	Near Hit	Waimea	Closed	
7/05/2021	Hitch Hiker in the dark with no HiViz.	Near Hit	Central	Closed	
7/05/2021	Sweeping Tweed Street went into site and three cars followed.	Near Hit	Central	Closed	
6/05/2021	MoP driving through site.	Near Hit	Central	Closed	
5/05/2021	Grader Driver nearly reversed over MOP.	Near Hit	Waimea	Closed	
3/05/2021	Digging dust out of bin and hit hand on the bin jarring wrist.	Incident	Central	Closed	
3/05/2021	Comment from staff regarding doing more with offenders of driving incidents.	Near Hit	Waimea	Closed	
29/04/2021	Tractor pulled out in front of Operator.	Near Hit	Waimea	Closed	

Incident Alert: Failed Air Pressure

SHARP

On Monday 3rd May 2021 a Kapuka Heenans truck and trailer left Queenstown heading for Invercargill. As the driver approached the hill around half way up the brakes on the trailer starting to grab slowing the truck to a stop.
The driver has tried to build air pressure on the truck as he was parked on a hill with the park brake on, the truck has failed to build adequate air pressure for the truck to pull away.
The driver started to reverse the truck and trailer unit to get it to a flat area, and off the road but in doing so the trailer had crossed into the other lane where the rear wheel has stopped on the edge of the curb. At this point the truck has been able to build enough air pressure to move forward and climb up the hill.

Key Learnings/Outcomes:

- Transport Repairs assessed the brake systems on the truck and trailer and found the right hand rear spring brake chamber to have a broken spring & leaking diaphragm, causing the truck & trailer brakes to drag as the truck could not maintain optimum air pressure.
- Reinforce Drivers to report air leaks on units when doing pre starts.

KEEP SAFE.
STAY SHARP.

HWR

Definitions Lag Indicators:

Personal Injury - *physical injury inflicted to a person's body.*
Medical Treatment Injury - *is defined as an injury or disease that resulted in a certain level of treatment given by a physician or other medical personnel under standing orders of a physician.*
Lost Time Injury - *lost time accident is an accident occurring at work that results in at least one full day away from work duties. This does not count the day on which the injury occurred or the day on which the employee returns to the job.*
Plant/Property - *Incident involving plant or property.*
3rd Party - *Incident involving a 3rd party outside of SR.*
IOF - *For recording any other items such as missing hazard control, an issue that cause undesirable consequences, or procedure that needs improving.*

Definitions Lead Indicators:
Near Hit - *for any unplanned event where there was no consequences, but under slightly different circumstances, there would of been injury of damage.*

Full Audit *- Full safety audit as per the SR safety audit form.*

Traffic Management Audit - *Audit as per COPTTM forms.*

Safety Tour - *Abbreviated safety audit as per safety tour form.*

Toolbox Meetings - *is a formal group discussion that focuses on safety.*

SOUTHLAND DISTRICT COUNCIL

Foveaux Safety and Training Report 20/21

FOVEAUX ALLIANCE

Safety Statistics

	YTD	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	May 2121	June 2021
Hours Worked - FH Southland	141,974.85	10,337.10	13,250.35	13,210.75	16,038.94	12.322.75	10,858.25	9,822.96	11,587.50	14,839.75	16,316.00	13,390.50	
Hours Worked - Foveaux	22,648.60	2,004	1,911.25	2,047.25	2,221.70	2,204.00	1,981.75	1,536.35	2,219.00	2,592.25	1,660.85	2,270.50	
TRIFR – Regional (Total Recordable Injury Frequency Rate)	3.3	6.0	6.0	5.3	5.2	3.5	3.3	3.3	3.4	3.5	3.5	3.3	
LTI (Lost time Injury) Regional	0	0	0	0	0	0	0	0	0	0	0	0	
MTC(Medical Treatment Case) Regional	0	0	0	0	0	0	0	0	0	0	0	0	
MTC(Medical Treatment Case) Foveaux	0	0	0	0	0	0	0	0	0	0	0	0	
FAC First Aid Case) Regional	2	0	0	0	0	0	1	0	0	1	0	0	
FAC (First Aid Case) Foveaux	0	0	0	0	0	0	0	0	0	0	0	0	
NEAR MISS – Regional	52	9	2	7	0	3	4	6	2	10	2	7	
SITE AUDIT VISITS (Pass/Fail)	0	1	0	1	1	0	0	0	0	0	0	0	
Worksafe Site Visits - Regional	0	0	0	0	0	0	0	0	0	0	0	0	
Leadership Safety Actions Completed	79	6	11	8	8	9	8	3	8	9	4	5	

OFI / Near Miss for Foveaux

Type	Date	Detailed description
Incident	27/05/2021	Slipped on side of Ute filling up diesel tank for grader
Incident	27/05/2021	On checking a work site, found a TW4A (slipping car) missing replaced it from sign on cyclic truck.
Incident	26/05/2021	This morning I came over the brow of a hill to find a contractor with 3 orange cones behind his white van with a single flashing orange light that you couldn't see, parked half on the road doing something with the newly installed fibre cables. There were no warning signs before the vehicle and traffic was travelling both directions. I turned around and went back to find out what's going on and asked them what was happening. This cable install has been a mess from the start.
Incident	21/05/2021	Hydraulic hose failure due to wear and tear , shut machine down immediately to ensure only minor oil loss which was contained (small hose on tilt bucket ram)
Improvement	20/05/2021	Mokoreta Tahakopa Road - a log truck every 15 mins. No communication with trucks need to look at getting a radio out in grader so it will be a lot safer for me and the truck drivers. grader operator Gary Crooks
Incident	18/05/2021	I was driving along Chesney street in icy conditions when a vehicle on a side road slid over a limit line towards me. No impact
Hazard/Potential Nonconformity	17/05/2021	Went to turn around at the Tokanui rugby club, when driving up to the club rooms noticed that power lines are very low, seen this and then moved on found another area to turn around. You would not want to drive a truck and transporter loaded up near this

Safety and Quality Team Commentary

Another good month in regards to Health & Safety for the Foveaux Team and the Region. Our TRIFR is sitting at 3.3 ad our Severity rate is sitting at Zero. These Health & Safety measures can change markedly with one incident/accident. Our Living Safety Manual is our Health & Safety bible but our Stay Safe Principles/Questions is the simplistic Health & Safety driver and used every day on every job and task.

What am I Doing?
What could go wrong?
How can I make it safer?
When it is going wrong and you cannot answer any one of those questions, then we "Push Pause". All simplistic but it works provided it is applied.

Congratulations to Pat Kingi on taking on the Supervisor's role left vacant by Dave Baker. We wish Pat well and are sure he will be an asset to the Client and the business.

Training Statistics

	YTD	July-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	June-21
Hours in Training - FH Southland	767	258	67	136	94	72	8	0	60	72	40	314	
Hours in Training - Foveaux	70	36	8	8	8	0	0	0	4	6	2	42	

Training Courses Completed in January	Training Completed 2020/2021	
Envirowise	First Aid New & Refresher Courses	Living Safely Stay Safe
Traffic Management	Locating and Protecting Underground Services	Rural Fire Training
Living Safely	Forklift OSH Refresher	First Aid Training
	Asbestos Awareness	Fire Warden Training
	Envirowise	Concrete Saw
	Growsafe & STMS	Efficient Compaction

Fulton Hogan Living Safely
People at the heart of everything

Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for May 2021

Record No: R/21/6/34744
Author: Bill Witham, Manager contracts - water and waste
Approved by: Matt Russell, Group manager services and assets

☐ Decision ☐ Recommendation ☒ Information

Background

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

Purpose

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

Summary

3 KPI scoring was 100% for May 2021 which is up 8% from last month.

Compliance (Drinking-water)

4 All drinking water compliance testing was completed and carried out as per New Zealand Drinking-water Standards. All samples were absent of Escherichia Coli, thus meeting the required bacteriological standards. Protozoa compliance was high for the individual determinants including filtration and ultra violet disinfection performance. Overall compliance for each scheme is assessed at the end of the year.

Compliance (Environmental)

5 There were no non-compliant tests during May.

Operations and Maintenance

6 53 service request calls were received for May 2021 including 24 water, 20 rural water, six sewer, two general and one stormwater.

Minor Capital Projects

7 The minor capital projects awarded to Downer are all on track for completion by end of June.

Financial

8 There were no outstanding variations.

Customer Service

9 There were 53 service requests received and one recorded as resolution time exceeded.

Health and Safety

There were no safety incidents in May 2021.

Quality Assurance

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

Recommendation

That the Services and Assets Committee:

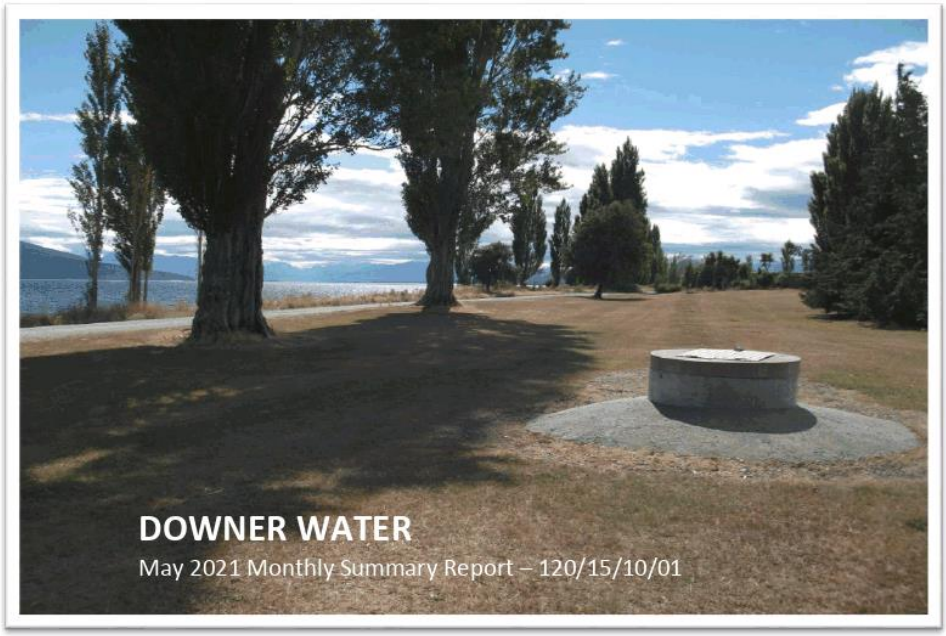
a) receives the report titled "Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for May 2021" dated 5 July 2021.

Attachments

A Downer Utilities Monthly Report May 2021 ⇩
B Downer Report May 2021 ⇩

Downer

Southland District Council
Water and Wastewater Maintenance Contract



DISTRIBUTION

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

Copy No.	Holder	Contract Position	Company
01	Grant Isaacs	Operations Manager: Water and Waste Services, Strategic Water and Waste	SDC
02	Bill Witham	Contracts Manager: Water and Waste Services	SDC
03	Bevan McKenzie	Project & Programme Manager: Asset Manager Water	SDC

TABLE OF CONTENTS

1. Executive Summary

2. Health and Safety

3. Quality Assurance and Compliance

4. KPI Summary

1. EXECUTIVE SUMMARY

COMPLIANCE (DRINKING WATER)

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

COMPLIANCE (ENVIRONMENTAL WASTEWATER)

- There were no non-compliant tests during May 2021

FINANCIAL

MISC MINOR WORKS MAY 2021

Riverton WTP Chemicals	4,643.34	Chemical & filters Riverton WTP May 2021
Riverton WTP Mixing Chemicals	3,217.98	Mixing chemicals Riverton WTP May 2021
Te Anau Ponds O&M	7,749.43	O&M Te Anau Ponds during construction
Winton & Lumsden Nitrate Sample	83.16	Monthly Nitrate Sampling – Winton & Edendale
Ohai Discharge Consent Sampling	292.74	Monthly Ohai Discharge Consent Sampling
Edendale Worm Farm	33,538.05	Edendale Worm Farm – May 2021
Ohai Citric EFM Washes	191.88	Ohai Citric EFM Washes –May 2021
Riverton WTP Revert to River	937.88	Riverton WTP Revert to River May2021
Peace St, Tuatapere Stormwater	3,112.15	Continuation, mark up lines, hydrovac, no CCTV
Ohai Soakhole	817.15	Ohai Soakhole – soakage rate testing
Waikawa Toilet Peizo Hole	3,993.84	Waikawa Toilet – install second Peizo hole
24 Sneyd St, Tuatapere	1,408.44	Clean out storm, dig around, await further instruction
Generator Repair	1,530.01	Repairs to SDC generator
Church St, Winton	358.16	Investigate meter and valve as requested
Riverton Townside Ponds	2,610.30	Ditch cleaning
Taramea Bay, Riverton	1,985.85	Clean out outlet
Dallas St / Bay Rd, Riverton	151.43	Patch slump with cold mix
Te Anau Backflow Preventers	9,905.00	Replace BFP's at Dusky and Matai Streets
De Joux Road Sampling Screen	203.74	Sampling screen
Factory Road, Gorge Road	1,088.86	Clean out septic tank
35 Pluto Road, Lumsden	1,400.04	Repairs after fibre strike
Otahu Flat WTP	7,645.77	Install new replacement pump
14 Johnson St, Nightcaps	531.19	Replace aquaflow
Patience Bay, Te Anau	3,731.00	Install new fibreglass booster tank
Mossburn WTP Wellhead Filters	4,041.62	Change out wellhead filters
Little River Sampling	399.55	Little River Sampling May 2021
Manapouri Storm MH Recovery #2	9,690.97	Manapouri Storm Manhole Recovery
Manapouri Storm MH Recovery	5,441.21	Manapouri Storm Manhole Recovery
Curio Bay Camping Ground Cabinet	1,289.06	Callout to cabinet damage, remount
Folia St, Lumsden	6,338.26	Investigate/repair collapsed storm main
Tuatapere SCADA Upgrade	4,384.87	Tuatapere SCADA upgrade UV
25 Redan Street, Wyndham	323.68	Dig up recent repair by On Target, confirm repair had been made under concrete
Dacia/Hero St, Lumsden	3,529.27	Waterblast & suck out – further to previous work
TOTAL	**126,565.88**	

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

HEALTH & SAFETY

- There was no incidents reported in May 2021.
- Tool Box was held on May 20, 2021 at Downer offices, Invercargill.

QUALITY ASSURANCE

- There were no NCR/OFI's issued during May 2021.
- There were no instances of rework or product failure during the month.

PLANNED POWER INTERRUPTIONS

Planned power interruptions in May 2021:

- May 11 – Effluent Pump, 22 Half Mile Road, Tuatapere
- May 11 – Pump – opp RN14, 14 Erskine Street, Tuatapere
- May 11 – Ponds – 49 Erskine Street, Tuatapere
- May 11 – Effluent Plant, 17 Bridge Street, Tuatapere
- May 11 – Pump, 74 Half Mile Road, Tuatapere
- May 13 – Pump Mt York Water Supply, Hillside Manapouri Rd, Te Anau
- May 17 – Riversdale Sewer Pump, Liverpool Street, Riversdale
- May 18 – Riverton Water Reservoir, 128 Richard Street, Riverton
- May 22 – Pump Station outside 19 Salford Street, Edendale
- May 25 – SDC Pump, Pumphouse Road, Te Anau

STAFFING

- Contract staff levels are currently seventeen permanent employees. This is made up of five management, administration and QA staff and twelve field staff.

- Training completed in May:
  - TTM – Luke Russell
  - STMS – Mike Shaw
  - First Aid Refresher – Gina Donnelly
  - Dave Roy – WTP Diploma Block Course

- Training scheduled for June:
  - STMS Refresher – Malcolm Hewitt
  - TMO-NP – Luke Russell
  - First Aid Refresher – Luke Russell

SUMMARY

Verdun Street, Riverton – showing sewer lateral broken going through SW main and manhole installation after repair

Fibre strike – 8 Inkerman Street, Wyndham

New pressure tank installed at Patience Bay Pumphouse

Lyne Street, Nightcaps – SW repair

Mains failure on the Castlerock line of the Lumsden rural scheme

Replacing a 200mm valve in Riverton

SW ditch cleaning in Ohai

Lumsden 250mm main repair

HEALTH & SAFETY INDICATORS:

Description	Employees	Sub-Contractor	Employees	Sub-Contractor
	Current Month	Current Month	YTD	YTD
Number of Fatalities	0	0	0	0
Number of Lost Time Injuries	0	0	0	0
Number of Days lost due to LTI's	0	0	0	0
Number of Medical Treatment Injuries	0	0	0	0
Number of First Aid Treatment Injuries	0	0	0	0
Number of Near misses	0	0	3	0
Number of Property/Plant Damages	0	0	4	0
Number of hours Worked	3,422.98	216	32,575.04	2,879.25
LTI Incidence Rate (1 million Hrs.)	0.0	0.0	0.0	0.0

2. QUALITY ASSURANCE & COMPLIANCE – MAY 2021

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

Description	Number
Water scheme laboratory tested samples taken for month: E-coli, UVT and P2	246
Wastewater scheme sampling completed for month	3
Wastewater scheme site samples taken for month	11
Wastewater scheme laboratory tests completed for month	75
Non-conformance reports received	0
OFI reports received	0
Site audits conducted	2

NZDWS

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

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

RESOURCE MANAGEMENT ACT

Wastewater discharge consent sampling was carried out at Otautau, Riverton Townside and Riverton Rocks during May and the discharge from the Riverton WTP was also sampled. Joint sampling was carried out in conjunction with Environment Southland at Riverton Townside. There were no non-compliant tests during May.

3. KEY PERFORMANCE INDICATORS – MAY 2021

	No.	Key Performance Indicator	Method Of Monitoring	Target	Compliance Y,N or N/A
Health & Safety	1.	Compliance with Contractor's approved Health & Safety Plan	Self-audit plus independent audit	100%	Y
	2.	Feedback on near misses	Monthly reports on incidents and lessons learnt	Any/All incidents reported each month	Y
	3.	Lost time Health & Safety incidents on this contract	Monthly reports on lost time incident hours/hours worked	0.00035% Lost time of total hours worked to date	Y
Wastewater	4.	Percentage compliance with wastewater Resource Consent determinands. **Downer to apply for dispensation for Stewart Island and Ohai.**	Monitoring programme as required by Resource Consent (Dispensation sought for Stewart Island)	100% 100%	N
	5.	Percentage samples taken in accordance with the Resource Consent requirements **(Dispensation to be requested if required).**	Monitoring programme as required by Resource Consent	100% 100%	Y
	6.	Number of system failures and pollution incidents (overflows) per year across all systems (not including private)	Data from HANSEN IPS	Less than 20 0	Y
	7.	Percentage of Requests for Service responded to within required timeframes – wastewater	Data from HANSEN IPS	100% 100%	Y

Water	8.	Percentage of water lab tests that meet the requirements of the NZDWS 2005 (for plants upgraded to meet the NZDWS 2005 standard)	WINZ	100% 100%	Y
	9.	Number of complaints regarding drinking water quality per year across all systems. **(Dispensation to be requested if required)**	Data from HANSEN IMS	Less than 65 0	Y
	10.	Number of complaints regarding drinking quantity and supply of water, over and above 48 hour storage period.	Data from HANSEN IMS	Less than 130 0	Y
	11.	Number of non-notified shutdowns across all urban water systems	Data from HANSEN IMS	Not more than 20 0 (TOTAL)	Y
	12.	Percentage of Requests for Service responded to within required timeframes - water	Data from HANSEN IMS	Not less than 90% 100%	Y
Performance Evaluation		A Total number of Y's			11
		B Total number of N's			1
		A + B			12
		OPR = 100 X (A/(A+B) %			

JUL 20	AUG 20	SEP 20	OCT 20	NOV 20	DEC 20	JAN 21	FEB 21	MAR 21	APR 21	MAY 21	JUN 21
100%	92%	100%	100%	100%	92%	92%	92%	92%	92%	100%	

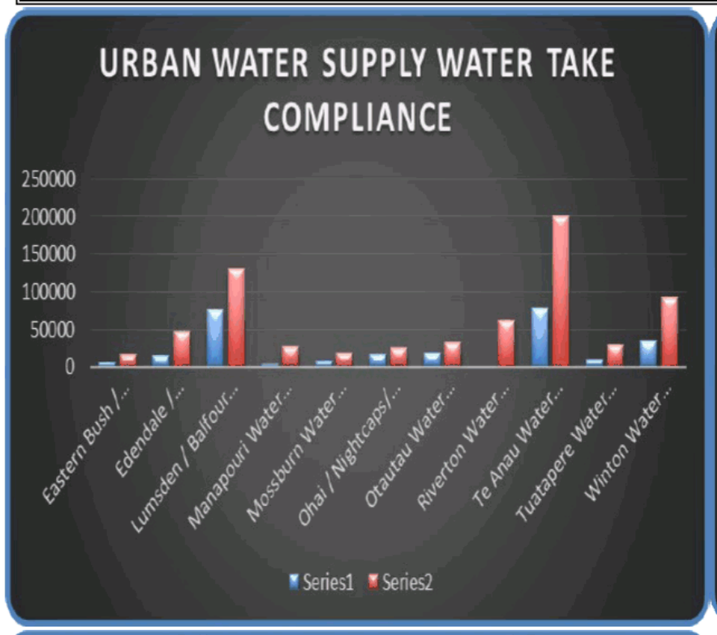
PERFORMANCE SCORING TABLE

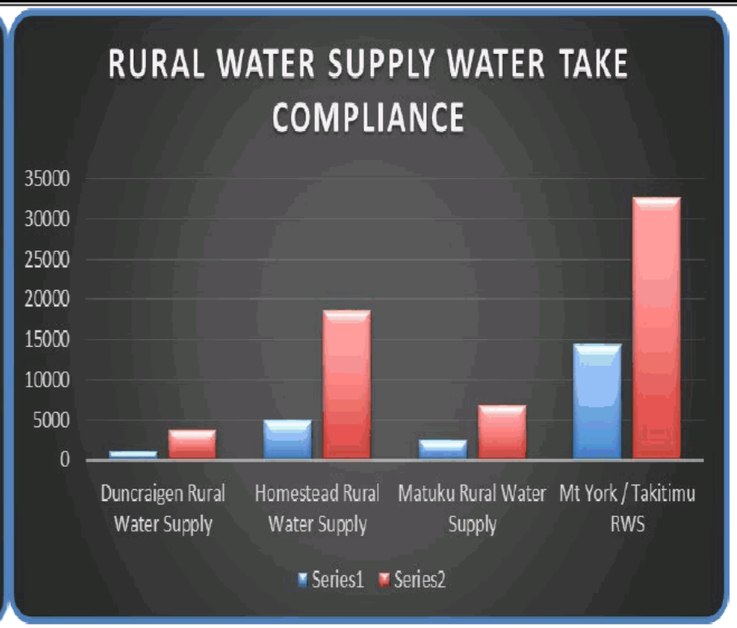
OPR Score (%)	RATING	DESCRIPTION
91-100	Excellent	Awarded when requirements are consistently met in an outstanding manner
76-90	Above Average	Requirements fully covered in all material aspects, and being proactive
60-75	Average (proactive)	Outputs adequate and performance is adequate
50-59	Average (reactive)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

SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

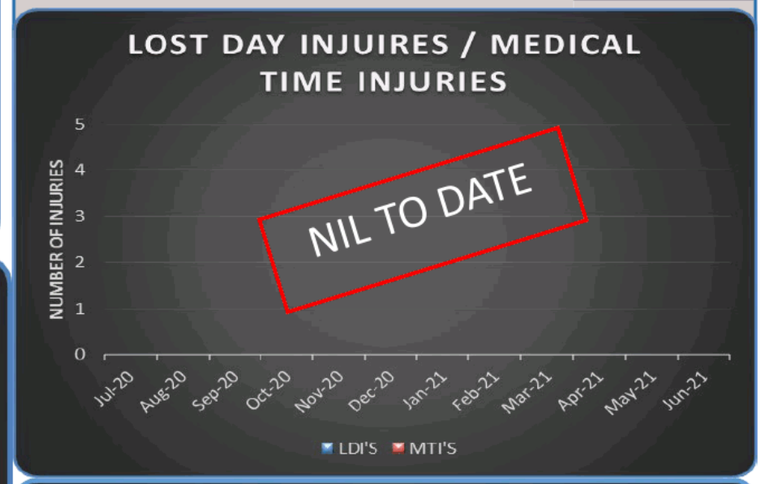
MONTHLY SUMMARY REPORT - MAY 2021

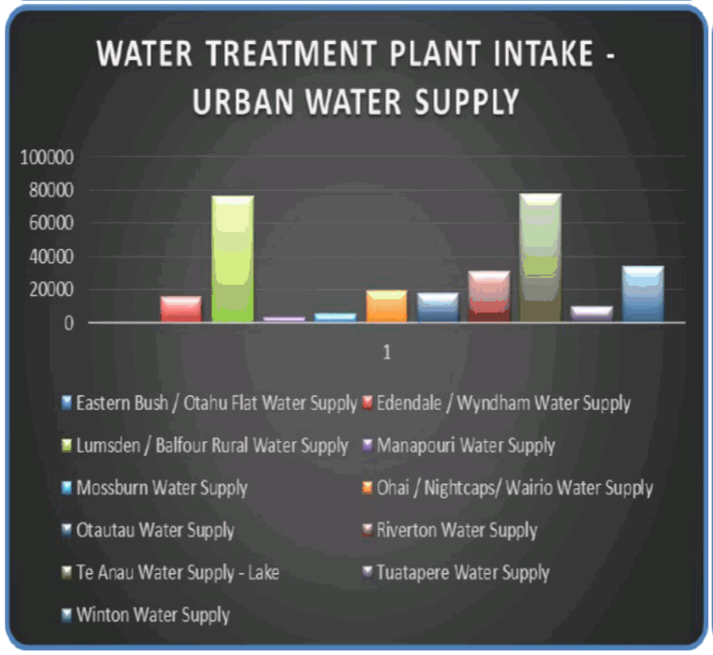


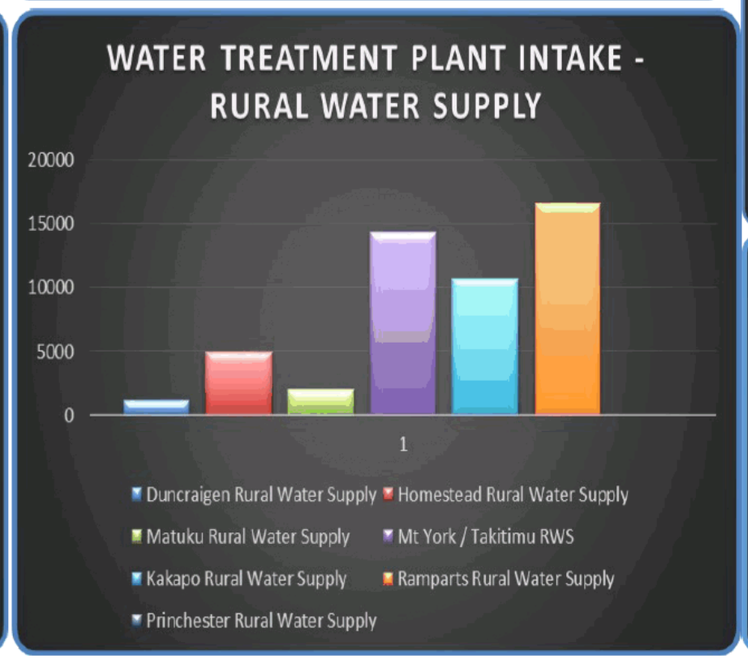


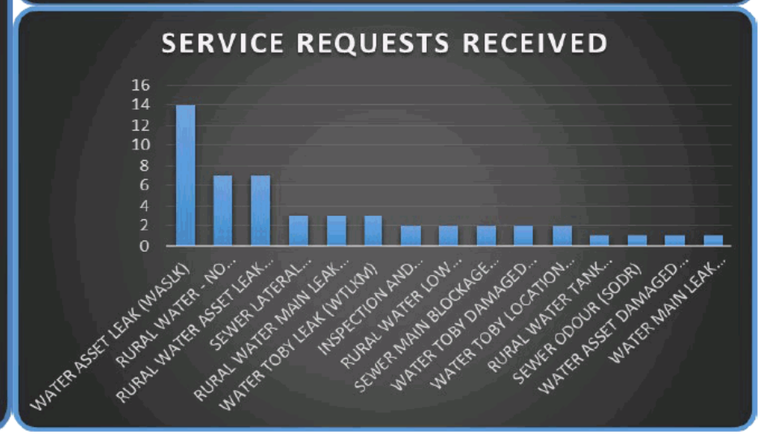
MINOR CAPEX WORK	TOTAL CLAIMED
Minor Capital Work	$ 131,658.12
Project Work	$ 16,142.59
TOTAL	$ 147,800.71

CLAIM SUMMARY YEAR TO DATE	TOTAL CLAIMED
SDC O&M Lump Sum YTD	$ 2,764,622.74
SDC O&M Capital & Project Works YTD	$ 1,533,731.83
TOTAL	$ 4,298,354.57









IFS growth forest manager's report of forestry activity for period to 30 June 2021

Record No: R/21/7/37940
Author: Ashby Brown, Commercial infrastructure manager
Approved by: Matt Russell, Group manager services and assets

☐ Decision ☐ Recommendation ☒ Information

Report Summary

1 The IFS growth forest manager's report advises of forestry activity for the period to 30 June 2021.

Southland District Council Forestry Activity

2 The IFS growth forest manager's report received is attached.

Recommendation

That the Services and Assets Committee:

a) receives the report titled "IFS growth forest manager's report of forestry activity for period to 30 June 2021"

Attachments

A Forest manager report to end June 2021 ⇩

FORESTRY REPORT FOR PERIOD TO 30th JUNE 2021

This report covers activity for the year to date, till the 30th June 2021 (EOY), with some commentary on the following year's program.

Financial Summary

The full-year performance for the forestry business has been strong with all budget targets exceeded.

With log sales of $2.4 million and expenditure of $1.7 million, a $670 K net position has been achieved. This $420K improvement on budget is the result of better log prices and yields $320K, and $100K savings in various programs. The bulk of these savings are in pruning and thinning operations due to timing and scheduling. Decisions on retiming of some of these areas will be incorporated in the 21/22 forecasts.

There has been continued capital reinvestment on the tree crop during the year with $300K spent on establishment and tending operations. The estate continues to be a sound investment for the council.

The full year performance for the forestry business against budget is summarized in figure 1.

Figure 1:

	Income	Direct Expenditure	Net position
Budget	$1,876,611.00	$1,624,950.00	$251,661.00
Actual	$2,429,286.19	$1,756,667.69	$672,618.50

2021/22 Financial Targets: Income $1.6M, Expenditure $1.5M, Surplus $82K.

Operations Summary

Health & Safety

EH&S Summary (SDC) - 2021

Incident Summary

Incident Type	Number
Serious Harm	0
Medical Treatment	0
Lost Time	0
First Aid	0
No Injury	1
Near Hit	1
Corrective Actions raised	2
Corrective Actions closed	2

Alcohol and Other Drugs Testing

Test Type	Non-Negative Results
Random Testing	2
For Cause testing	N/A
Post Incident	N/A

IFS Audits and Inspections

Inspection Type	Number
Pre-qualification (Contractor)	1
Operational Prestart	8
Safety, Quality and Operational Inspection	18

Harvesting

This years harvesting program was completed during November 2020, with a volume of 22,325 tonnes harvested out of the Waikaia Forest (Block 4), yeilds were up 19% on budget.

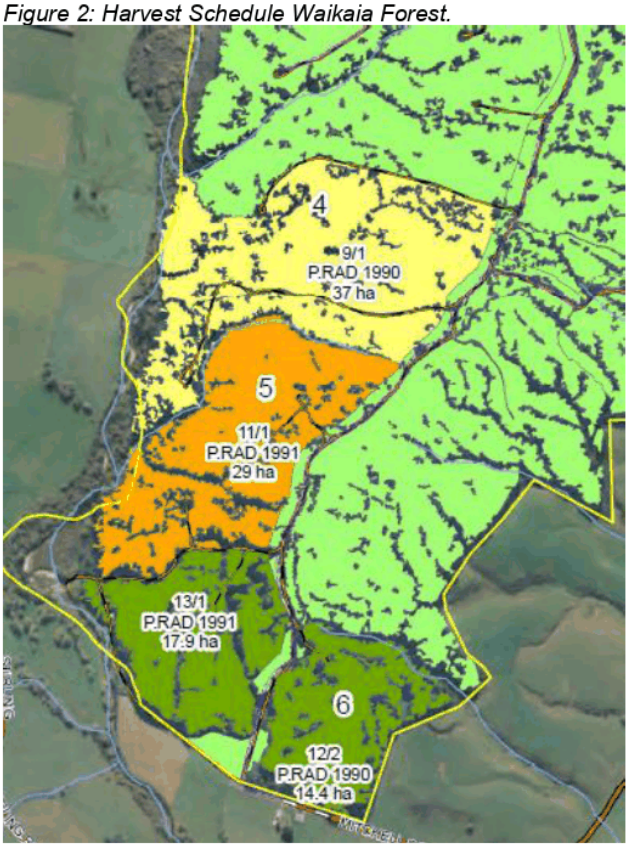
The net return achieved was $1.2M, up $321K on budget.

A detailed summary comparing the actual results to budget is shown in Table 1.

Table 1:

Waikaia Summary 20/21 Harvest - Block 4 (35.5 Ha)								
	Tonnes	Income	$/t	Cost	$/t	Stumpage $/t	Net Return	per Ha
Actual	22325	$ 2,429,286	$108.82	$1,213,458	$54.36	$ 54.46	$1,215,828	$34,249
Budget	18832	$ 1,876,611	$ 99.65	$ 981,686	$52.13	$ 47.52	$ 894,925	$25,209
Variance	**3493**	**$ 552,675**		**$ 231,772**			**$ 320,903**	
	19%	29%		24%			36%	

Figure 2: Harvest Schedule Waikaia Forest.



2021/22 Harvest Program (Block 5)

This year the total harvest will be from one sale area in Waikaia of 16,000 tonnes. Harvesting is scheduled to begin in August and will take approximately two months to complete. The harvesting crew is a fully mechanised operation and holds very high health and safety standards. Both internal and independent auditing of the operation is completed monthly

The harvest area has had mixed silvicultural treatment and quality, with varied stocking rates and areas of snow damage. Overall, the block is of medium to good quality.

We estimate a return of $1,089,752 which is significantly ahead of the Budget/SDC LTP as summarised below in Table 1.

Export log markets have increased over the past few months. For the purpose of this estimate we have used the Domestic Log pricing for Q3 and an average of last 6 months for export pricing.

The yields of this forest block have been independently measured by Interpine Ltd. The data supplied has been used for the estimate however it should be noted that in previous harvests in the Waikaia Forest the actual yield has been a lot higher than the forecasted yield.

Table 2: SDC Waikaia Harvesting 2021 Forecasted Return

Harvest Area (LTP)	Location	Crop Age	Area	Estimated Tonnes	Forecasted Return	Budget/LTP
Block 5	Waikaia	30 yr (1991)	27.2	15,994	$1,089,752	$806,906

An archaeological study has been completed on the harvest area, there are a number of known sites within. Matt Sole who completed the archaeological work in the forest is scheduled to plot the sites on the ground as per the SDC's authority. Before harvesting commences contractors will be briefed on the management of these sites and Accidental Discovery Protocol for Heritage Sites as part of the pre-harvest induction.

The block is serviced by a reasonable network of established harvest roads. There is $11,955 budgeted for road maintenance (as required).

Log prices: Are the highest we have seen them, particularly for Export logs. Domestic prices are matching these.

Forest Growing, Silviculture & Maintenance

This years program which ha been completed which includes:

44 Ha of replanting in Waikaia (last years harvest area planted in June 2020),

27 Ha thinned to waste in Waikaia,

174 Ha of pruning and thinning in Gowan Hills,

2 Ha of pruning in Dipton,

98 Preharvest and Mid rotation inventory plots completed (57 plots Budgeted).

$23K was spend on forest maintenance activities (includes GM, pest control, security, and fencing).

Operation Maps completed by Forest during 2020/21 are attached to this report

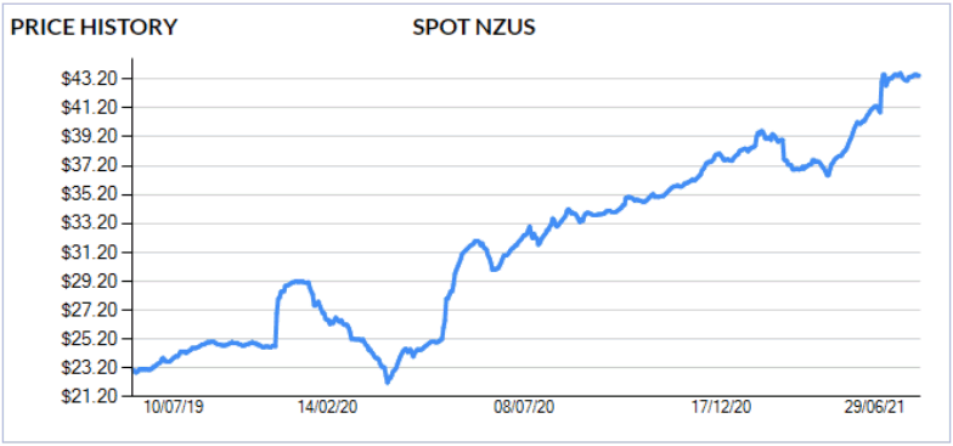
Carbon

The council currently have 107,629 NZUs in their holding account:

Pre-1990 = 82,914 NZU. Current value = $3.6M tax free.
Being a one-off allocation there is no future liabilities arising when sold.

Post-1989 = 24,715 NZU (All units claimed to 2021)

Current price = $43.45/NZU



Source: Jarden COMMTRADE

Other Land Management

New Brighton Exploration Works - Ohai

New Brighton started accessway upgrade on the 12th May and have commenced exploration drilling. Works will be completed by the end of July.

A site induction and contractor pre-qualification has been undertaken by IFS on the SDC behalf with New Brighton. We have also received and shared all H&S plans between the parties.

Ongoing responsibilities include:

- monitoring to ensure works are undertaken tidily as per agreement section 2.3,
- Monitor tree damage/removed and prepare value for compensation.

Morely Creek – Land Purchase Offer

We have been contacted by the owners of Morley Creek who have a forest block adjoining the Ohai Forest. They are enquiring if the SDC would be interested in purchasing the underlying land after the blocks have been harvested.

The block is attached to a wider title so it would need to be surveyed and subdivided. We are estimating the area could be approx. 75 ha or 50 ha plantable. One of the areas has been recently harvested 8 ha and the remainder is under a Forestry Right due to expire in 2026.

Fit wise it would add on to the SDC estate perfectly. I am unsure of Morley's expectation on land value, but it is Pre90 land so value shouldn't be very high per ha.

Would the SDC be interested in pursuing this option.

Forestry Valuation 2021

This is currently with the valuer and will be provided for the EOY books. The previous timber valuation was for $12.26 million. The land is book valued at $2.5 million by the SDC.

Forest: Morely Creek

Type: NSA

Produced: 29/01/2021

(A3) 1:5,000

0 100 200 Metres

Boundaries

- Legal Title Boundaries (LINZ)
- Morely Creek Proposed Title (74.87 ha)

NSA (50.21 ha)

Species

- P.Rad (42.09 ha)
- Landbank (8.12 ha)

Roads & Tracks

- State Highway
- Metalled Road
- Vehicle Track
- Existing Forest Track

Topography**

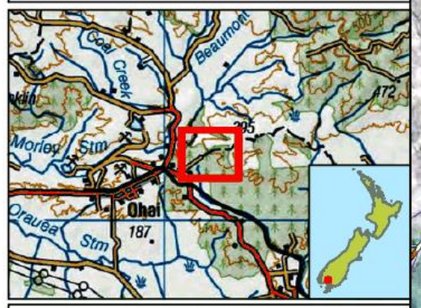
- Contour 5m

Hydrology

- River/Stream

Erosion Susceptibility Classification: Low

** Contours derived from LINZ 8m DEM, indicative only



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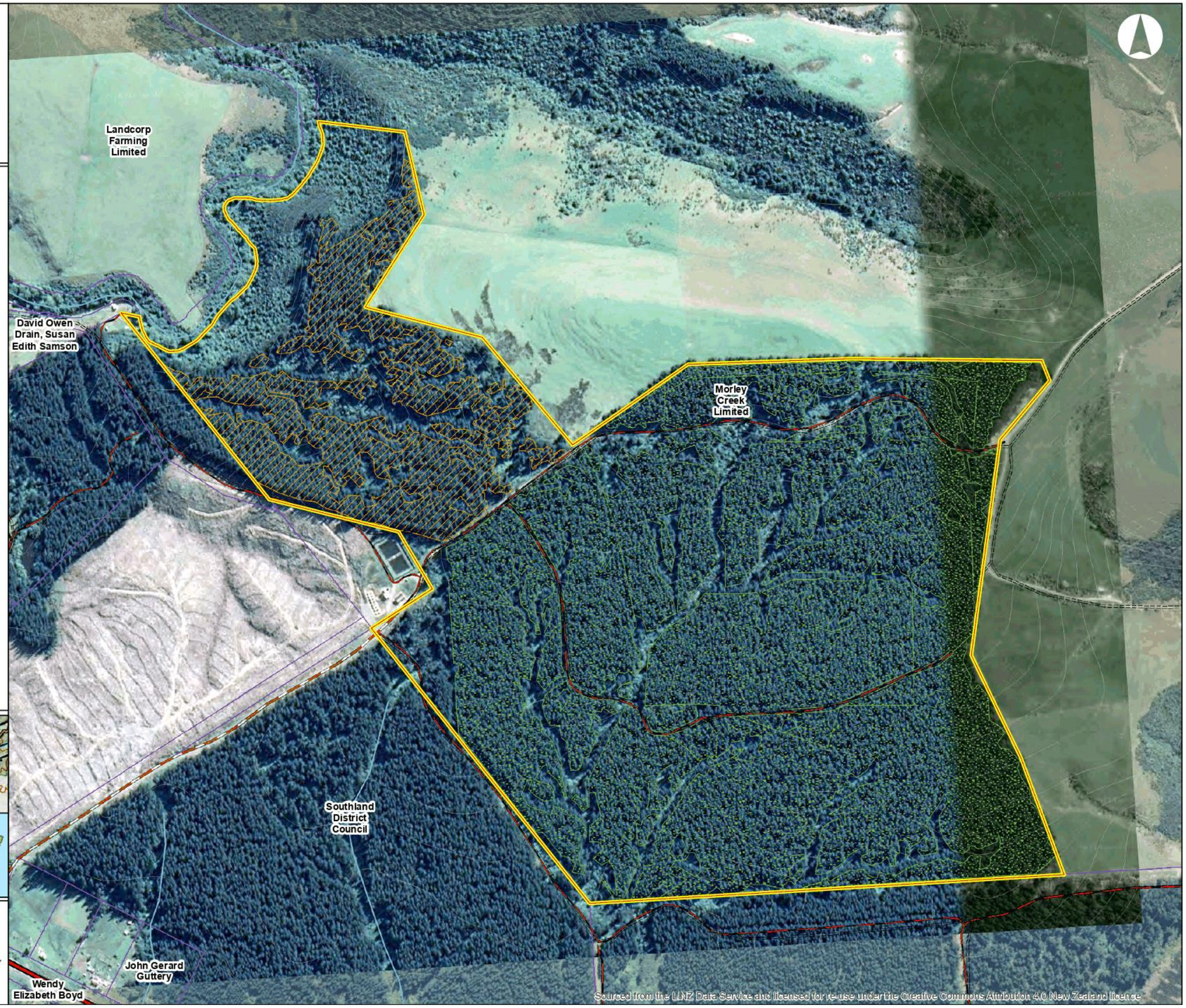

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Name: SDC Dipton

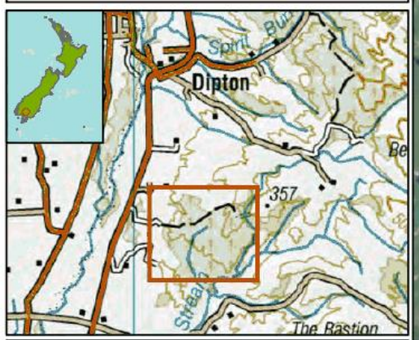
Type: Operations Map: 2020 - 2021
Produced: 30/06/2021

At A3 1:8,000

0 125 250 Meters

Legend

Operation
- P1
- PHI
- Legal Titles
- Stands



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Name: SDC Gowan Hill

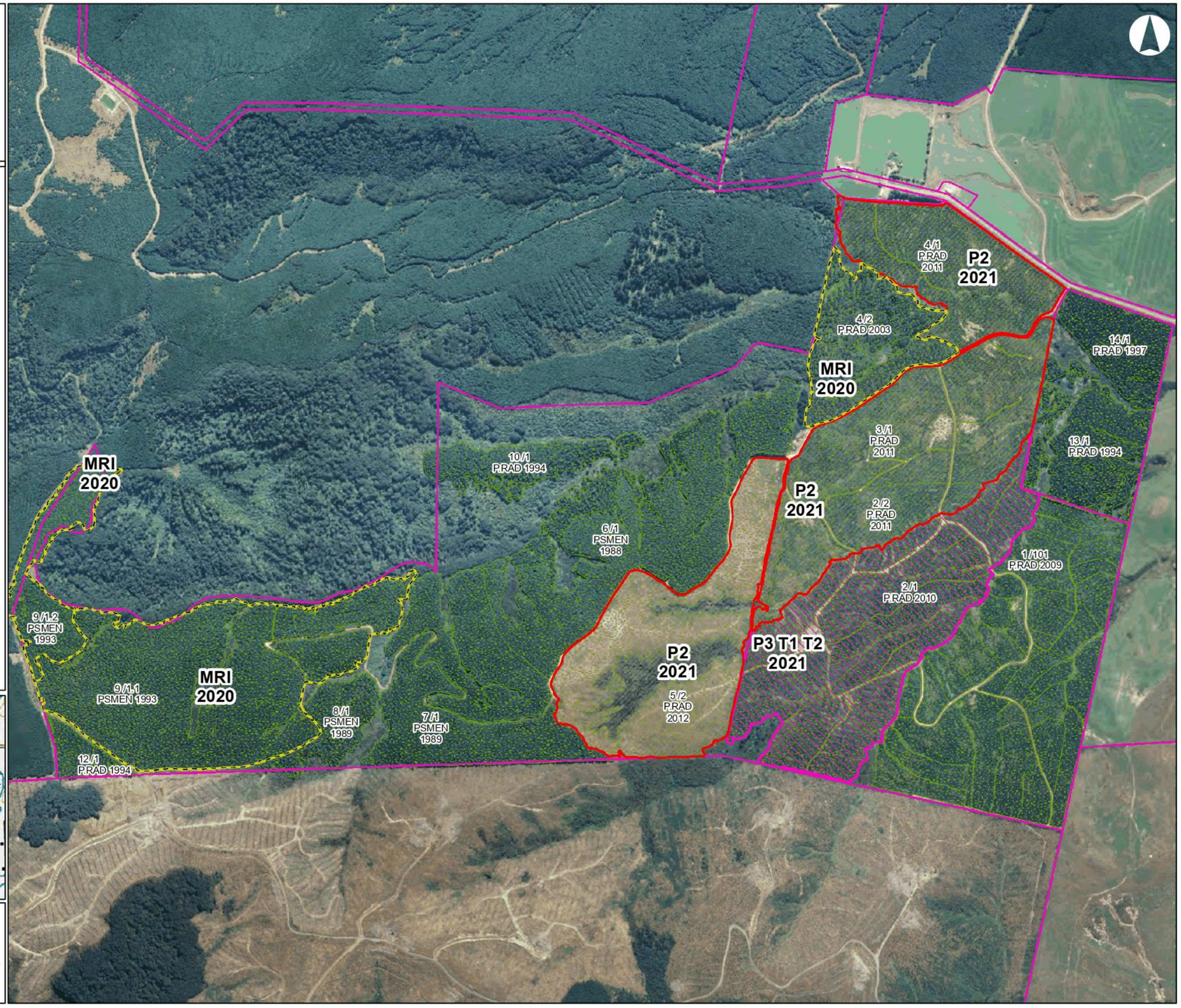
Type: Operations Map: 2020 - 2021
Produced: 30/06/2021

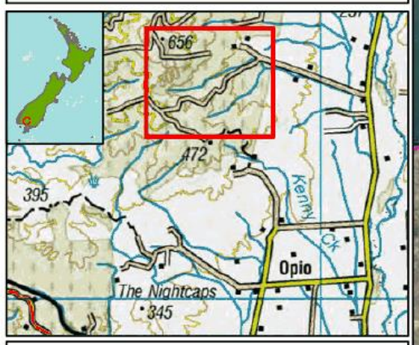
At A3 1:10,000

0 250 500 Meters

Legend
- Legal Titles

Operation
- MRI
- P2
- P3 T1 T2
- Stands





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Name: SDC Ohai Mine

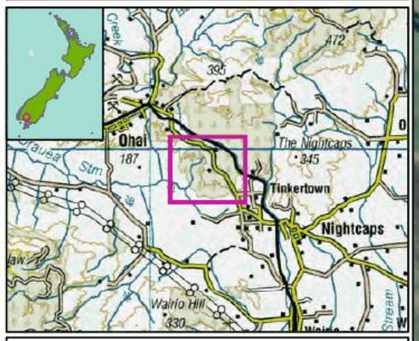
Type: Operations Map: 2020 - 2021
Produced: 30/06/2021

Page 1 of 2 1:8,000 (At A3)

0 125 250 Meters

Legend
- Legal Titles

Operation
- MRI
- Stands
- Unplanted
- Non-Prod



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Units: Meter

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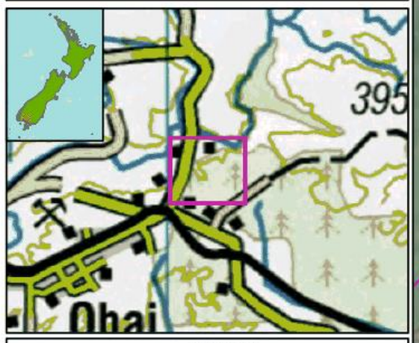
Name: SDC Ohai Mine

Type: Operations Map: 2020 - 2021
Produced: 30/06/2021

Page 2 of 2 1:2,500 (At A3)

0 50 100 Meters

Legend
Legal Titles
Operation
PHI
Stands



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Name: SDC Waikaia

Type: Operations Map: 2020 - 2021
Produced: 30/06/2021

1:14,000 At A3

0 250 500 Meters

Legend
- Legal Titles

Operation
- Harvested
- Planted
- T1
- Stands
- Unplanted
- Landbank
- Non-Prod

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Services and Assets programme report

Record No: R/21/7/37654
Author: Carolyn Davies, Executive assistant
Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision ☐ Recommendation ☒ Information

Summary

1 The CAMMS project system tracks all Services and Assets projects. This report seeks to update the status of these projects to the committee.

2 Please see the attached report for your information.

Recommendation

That the Services and Assets Committee:

a) Receives the report titled "Services and Assets Programme Report" dated 6 July 2021.

Attachments

A Services and Assets Programme Report 11 May to end June 2021 ⇩

SOUTHLAND DISTRICT COUNCIL

Services and Assets programme report

Reporting period from 11 May 2021 to 30 June 2021

Prepared by Carolyn Davies

Southland District Council
Te Rohe Pōtae o Murihiku

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15 Forth Street
Invercargill 9840

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SOUTHLAND DISTRICT COUNCIL

Executive summary

Overall a strong finish to the year with completed works to date over the $40m mark which is a major success for the entire organisation and gives confidence that the new LTP can be achieved.

Te Anau waste water project is now in commission phase.

The Winton library refurbishment has started on site and on track to be completed by Christmas.

The three waters stimulus programme is progressing very well, with 10 of the 25 projects now complete and all $13.5m is on track to delivered to funding requirements.

The 2021/2022 works programme and procurement plans are now in place and works in the following projects are due to the tender market in the coming weeks

- toilet replacement programme
- playground upgrades and safety works
- footpath and bridge packages.

Activity overview

Completed projects in the last reporting period include

- Mossburn bores
- Riverton meters
- Lumsden meters
- Limehills stormwater works.

Projects due to start construction within the next two months

- CCTV condition assessment works
- 2021 footpath packages
- 2021 bridge packages
- final stage of Forth Street upgrade – to security
- Lumsden and Ohai water mains.

Actions from last report

Key questions/ actions raised at last month's Services and Assets Committee

- proposed to report and adopt - Around the Mountain Cycle Trail Trust report at the next Council meeting.

See end of this report for project progress photos

Current works programme spend and estimated forecast final

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

2020/21 financial information

Activity	Commercial Infrastructure	Community Facilities	Transport and Roading CAPEX	Water and Waste services	Totals
2020-21 Annual Plan budget	140,890	3,153,375	6,809,810	18,125,115	28,229,190
2019-20 carry forward movement	620,607	495,951	442,735	3,921,345	5,480,638
2020-21 approved unbudgeted expenditure	80,000	890,471	41,800	3,259,920	4,272,191
2020-21 total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date	***841,497***	***4,539,797***	***7,294,345***	***25,306,380***	***A: 37,982,019***
Total Forecast movements to date	51,535	-2,329	41,800	497,984	688,990
Current approved budget to date	993,032	4,537,468	19,786,065	25,804,364	51,120,929
Actual costs to 30 June 2021	558,235	2,134,320	18,144,826	20,088,159	40,925,540
Estimated Year end forecast	*600,000*	*2,200,000*	*18,500,000*	*20,100,000*	*41,400,000*
Estimated cost to complete	TBA	TBA	TBA	TBA	TBA

THREE WATERS STIMULUS FUNDING	Budget	Committed to date	Balance to be committed	Costs Todate	
20-21 - 3 Waters Stimulus Funding	4,443,625	4,443,625	0	2,608,180	
20-21 Contribution to Te Anau Waste Water Project	2,000,000	2,000,000	0	2,000,000	
20-21 Contribution to ES Flood Protection	80,000	80,000	0	80,000	
20-21 Contribution to 3 regional collaboration	560,000	169,247	390,753	169,247	
21-22 - 3 Waters Stimulus Funding	6,446,375	2,691,263	3,755,111.64	0	
Total Stimulus funding	13,530,000	9,384,135	4,145,864	4,857,427	***B: 13,530,000***
OTHER CAPITAL ACTIVITES	IT	Roading capital manintence	Three waters capital maintenance	Other	Totals
Budget	589,815	12,449,920	inc above	501,764	***C: 13,541,499***
		Totals across all Activities			***A+B+C*** ***$65,053,518***

Clarifications

1. Estimated year end forecast is the value estimated left to spend in the current operational year and subject to change.
2. Final year end value still to be finalised as part of year end process and carry forwards.
3. Currently approximately $5m in potential carry forward risk across the programme.

Major projects across 2020/2021 financial year

Water and waste

Code	Project Name	Activity Name	Budget Value
P-10155	Te Anau waste water treatment plant (SF)	Waste water	$12,980,330
P-10517	Multi scheme water- early replacement of asbestos cement mains – multi-year project (SF)	Water supply	$1,965,000
P-10743	Lakefront Drive watermain upgrade - Te Anau	Water supply	$1,600,000
Various	Three waters stimulus project		$13,530,000

Roading

Code	Project Name	Activity Name	Budget Value
P-10329	Southern bridge replacement programme - Southern (contingency and day works only)	Roads and footpaths	$1,300,000
P-10417	20/30 - Central area road pavement rehab 2020/2021	Roads and footpaths	$1,200,000
P-10418	Footpath programme 2020/2021	Roads and footpaths	$1,000,000

Capital works programme critical risk graph

SDC Works programme Key Risks		
Likelihood / Impact (Likelihood x Impact = Risk Score)		
Red	(15-25)	Extreme
Orange	(8-12)	High
Yellow	(4-6)	Moderate
Green	(1-3)	Low

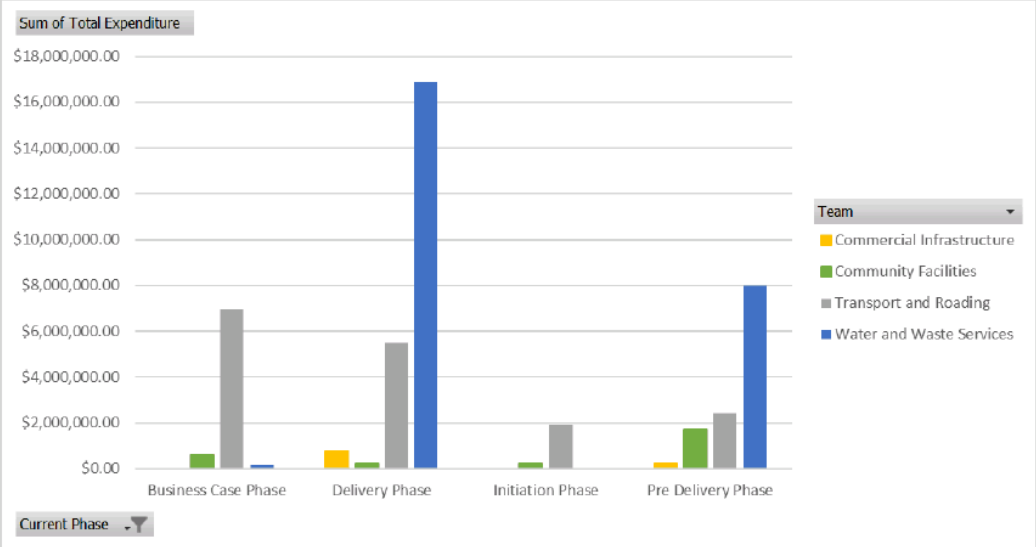
Likelihood	Consequence: Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25
4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20
3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15
2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10
1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5

Ref No.	Works Programme Risks	RISK FACTORS Post mitigation: Likelihood	Impact	Risk Score	Mitigation Actions
1	Covid 19 Supply issues	4	3	12	Early engagement with suppliers continues to be undertaken to understand any delays - SDC will then work with suppliers to look at alternative supply options on a case by case basis
2	Works Programme for 20-21 not meeting targets	3	2	6	Projects are regularly being reviewed against programme and were possible if projects are delayed other projects are advanced, Panel has been put in place for 3 waters delivery and smaller projects are being packaged up to assist in delivery
3	Works Programme for 21-22 not meeting targets	3	3	9	21-22 Works programme is well developed and procurement plan approved in June and is now operational
4	Health and Safety	2	3	6	All projects have updated Health and safety plans - all contractors and suppliers have been compliant with the regulations and checks are being undertaken and new Risk management framework is being developed
5	Budgets and cost control	2	3	6	Currently all projects within the works programme are tracking within the approved budgets, projects are reviewed monthly against budgets and PDT is actively engaged with the Activity Managers on assisting with scoping and budget preparations with up coming works
6	Resources	3	3	9	Trade resources are starting to reach capacity across the entire district especially with the introduction of the 3 waters Stimulus funding reaching market but SDC staff are monitoring the key suppliers and using as many local trades and companies as possible along with early engagement with contractors

Budgets for 2020/2021 by activity and phase

Row Labels	Commercial Infrastructure	Community Facilities	Transport and Roading	Water and Waste Services	Grand Total
Business Case Phase		$637,036.00	$6,950,000.00	$167,224.00	$7,754,260.00
Delivery Phase	$768,515.00	$209,350.00	$5,483,925.00	$16,906,684.00	$23,368,474.00
Initiation Phase		$220,809.00	$1,900,000.00	$16,477.00	$2,137,286.00
Pre Delivery Phase	$246,357.00	$1,706,928.00	$2,415,000.00	$8,000,336.00	$12,368,621.00
Grand Total	**$1,014,872.00**	**$2,774,123.00**	**$16,748,925.00**	**$25,090,721.00**	**$45,628,641.00**

Please note that CAMMS budgets are live and subject to change vs the Annual plan budget figures and include carry forwards, unbudgeted and forecast changes.



Activity overview – 2020/21

Community facilities

The team is focused on the end of year process and wrapping up any unfinished projects.

Capital works projects are progressing however contractor availability and material supply has been hampering progress on some of these projects. This is a risk that may impact on our ability to deliver the new year's capital works programme.

The locally funded project definitions for the new financial year have all been taken to the nine community boards for approval.

The team is now in a position where we can start the procurement process for the new financial year's capital works programme.

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. The focus for this is to have all the appropriate information in the system so that we are in a position to produce the next Activity Management Plans and LTP.

We are working with the other teams within the Services and Assets group and consultants, to assess our asset management maturity as well as defining standard concept designs.

Some of focus will now shift to looking at preparing for the 2022-2023 financial year's capital works programme.

Water and waste

All construction activities are now complete with only minor tasks remaining, this is on both the Te Anau membrane treatment site and the Kepler SDI disposal field. The commissioning process has now begun on the Kepler SDI site, this will have a duration of approximately one month. Following the successful commissioning of the Kepler SDI fields, the membrane plant will be commissioned on waste water for another three weeks to ensure its reliability and quality of product.

Lakefront Drive watermain upgrade has progressed well with the new section of main installed between the water treatment plant to past the Town Centre roundabout, including the installation of the new rider main along the berm between Dusky Street and Lyon Park.

Significant progress has been made with the stimulus programme, where a number of projects have been completed and a number commencing the last week of June. Work with our quantity surveyor and external delivery support are ensuring value for money and our obligations to manage quality of work. The condition assessment panel has had works released to them with on-site establishment planned for late July. Stewart Island dispersal field is programme with the contractor for November. The stormwater improvement works on Stewart Island are still under investigation and design.

A consultant engagement process has been initiated for Edendale/ Wyndham wastewater resource consent renewal and a formal proposal is expected in early July. This will be a complex application and submission with due consideration required for the Statutory Acknowledgement on the Mataura River.

Further progress has been made with the Riversdale wastewater consent process and land acquisition. All affected parties identified by SDC have provided written support for the short-term continuation of current discharge procedure in the interim until the rapid infiltration bed has been constructed and commissioned.

The inaugural Manapouri wastewater working group meeting was recently held and the next meeting to work through long/ short list of options will be held late July.

Winton wastewater project has been on hold while further information was sought for an emerging technology option incorporating membrane aerated biofilm reactor. The next working group meeting is scheduled for late July where issues and options will be revisited.

Design drawings and layout for the Stewart Island disposal field modification and upgrade have been received and will be priced for construction within the next month. The construction period is likely to commence in November, subject to weather and ground conditions. The resource consent process will also be activated shortly with a working group being planned to support the process.

Roading

Projects in progress

Southern bridges (9) replacement package – all nine bridges are at practical completion and require sealing to be completed in the 2021/2022 sealing season. We have added a three more sites, Horton Road, Kirkbride Street and Mcleod Road North. Physical works with Kirkbride bridge has been postponed until June 2022. This is due to water usage by Alliance freezing works not dropping to suitable levels as originally indicated by the freezing works.

Northern bridges (10) replacement package - 10 bridges are practically complete, with sealing to be completed in the 2021/2022.

Fortrose Otara seal widening - this project is practically complete with only accessway culverts to complete.

Design phase

Survey and design work for the 2021/2022 rehabilitation season is well on track with the first tenders planned to be released to the market by the end of July.

Investigation and option analysis for Waghorn bridge has been completed. Options were presented to the Whakamana te Waituna Trust and the staff recommendation to upgrade the existing structure was well received. Next step is to confirm and then finalise design standards with input from the trust based on the outcome of the new resource application.

Monowai suspension bridge – urgent maintenance work has been completed. Full deck replacement and painting to be carried out as part of the 2021/2022 season.

Commercial infrastructure

A draft 10 year asset management plan has been prepared by PowerNet and presented to Stewart Island Community Board. The FY 2021/2022 annual works programme is being finalised. Replacement diesel genset is due for arrival in July.

Investigation and design scope in preparation for airport runway works in FY 2021/2022 is underway.

Progress photos

Ohai watermain renewal Hastings Street 3WSF project

This is the very start of the project with pipe welding underway.