



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

Date: Tuesday, 24 August 2021  
Time: 9am  
Meeting room: Council Chamber  
Venue: Level 2  
20 Don Street  
Invercargill

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## Services and Assets Committee Agenda OPEN

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### MEMBERSHIP

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

### IN ATTENDANCE

Group manager programme delivery	<i>Nick Hamlin</i>
Committee advisor	<i>Fiona Dunlop</i>

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Full agendas **are available on Council's website**  
[www.southlanddc.govt.nz](http://www.southlanddc.govt.nz)

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



## Health and safety – emergency procedures

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

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

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

Phones – *Please turn your mobile devices to silent mode.*

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

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

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## Terms of Reference – Services and Assets Committee

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

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

LIMITS TO DELEGATIONS	<p>Matters that must be processed by way of recommendation to Council include:</p> <ul style="list-style-type: none"> <li>• amendment to fees and charges relating to all activities</li> <li>• powers that cannot be delegated to committees as per the Local Government Act 2002 and sections 2.4 and 2.5 of this manual.</li> </ul> <p>Delegated authority is within the financial limits in section 9 of this manual.</p>
STAKEHOLDER RELATIONSHIPS	<p>This committee shall maintain relationships including, but not limited to the following organisations:</p> <ul style="list-style-type: none"> <li>• Community Boards</li> <li>• Regional Land Transport Committee</li> <li>• WasteNet</li> <li>• FENZ (Fire and Emergency New Zealand)</li> </ul> <p>The committee will also hear and receive updates to Council from these organisations, as required.</p>
CONTACT WITH MEDIA	<p>The committee chairperson is the authorised spokesperson for the committee in all matters where the committee has authority or a particular interest.</p> <p>Committee members do not have delegated authority to speak to the media and/or outside agencies on behalf of Council on matters outside of the board's delegations.</p> <p>The group manager services and assets will manage the formal communications between the committee and the people of the Southland District and for the committee in the exercise of its business.</p> <p>Correspondence with central government, other local government agencies or official agencies will only take place through Council staff and will be undertaken under the name of Southland District Council.</p>

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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](http://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, 13 July 2021*



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## Services and Assets Committee

### OPEN MINUTES

UNCONFIRMED

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*Minutes of a meeting of Services and Assets Committee held in the Council Chamber, Level 2, 20 Don Street, Invercargill on Tuesday, 13 July 2021 at 9am.*

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#### PRESENT

Chairperson	<i>Ebel Kremer</i>
	<i>Mayor Gary Tong</i>
Councillors	<i>John Douglas</i>
	<i>Paul Duffy</i>
	<i>Bruce Ford</i>
	<i>Darren Frazer</i>
	<i>Julie Keast</i>
	<i>Christine Menzies</i>
	<i>Karyn Owen</i>
	<i>Rob Scott</i>

#### APOLOGIES

*Margie Ruddenklau*  
*Don Byars*  
*George Harpur*

#### IN ATTENDANCE

Group manager services and assets	<i>Matt Russell</i>
Committee advisor	<i>Alyson Hamilton</i>

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1 Apologies

*There were apologies for absence from Councillor Byars, Councillor Harpur and Councillor Ruddenklau.*

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

That the Services and Assets Committee accept the apologies.

2 Leave of absence

*There were no requests for leave of absence.*

3 Conflict of interest

*There were no conflicts of interest declared.*

4 Public forum

*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 Owen and resolved:*

That the minutes of Services and Assets Committee meeting held on 1 June 2021 be confirmed as a true and correct record of that meeting.

Reports

7.1 Te Anau Wastewater Scheme Update to Committee

Record No: R/21/6/35879

*Group manager, programme delivery - Nick Hamlin was in attendance for this item.*

*Mr Hamlin advised the purpose of the report is to update the Services and Assets Committee on progress of the Te Anau Wastewater scheme project.*

*The committee noted the reporting period covers activities on the Te Anau Wastewater project from 10 May to 24 June 2021.*

Resolution

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

That the Services and Assets Committee:

- a) **receives the report titled “Te Anau Wastewater Scheme Update to Committee” dated 23 June 2021.**

## 7.2 Road Operations - May 2021

Record No: R/21/6/33548

*Road engineering – Rob Hayes and Strategic manager transport – Hartley Hare and were in attendance for this item.*

*Mr Hayes advised the purpose of this report is to update the committee on the progress of the major road engineering contracts and provide the necessary context to the 2020/2021 budget.*

Resolution

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

That the Services and Assets Committee:

- a) **receives the report titled “Road Operations - May 2021” dated 5 July 2021.**

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

Record No: R/21/6/34744

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

*Mr Witham advised the purpose of the report is to update the committee on the progress of the Downer contract 10/01 for delivery of water and wastewater services to council for the Southland District.*

Resolution

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

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.**

7.5 Services and Assets Programme Report

Record No: R/21/7/37654

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

Resolution

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

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Programme Report” dated 6 July 2021.**

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

Record No: R/21/7/37940

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

*IFS Growth, forest manager - Reece McKenzie and IFS Growth, director of strategy - Don Minehan were in attendance for this item.*

Resolution

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

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”**

*Item - 7.5. Services and Assets Programme Report - has been moved to another part of the document.*

*The meeting concluded at 10.17am.*

*CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE SERVICES AND ASSETS COMMITTEE  
HELD ON TUESDAY, 13 JULY 2021.*

DATE:.....

.

CHAIRPERSON:.....

.



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

Record No: R/21/7/43908

Author: Bill Witham, Manager contracts - water and waste

Approved by: Matt Russell, Group manager infrastructure and environmental services

☐ Decision

☐ Recommendation

☒ Information

### Background

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

### Purpose

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

### Summary

- 3 KPI scoring was 92% for June 2021 which is 8% lower than 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 was one non-compliant waste water test during June. This showed elevated nitrogen at Te Anau and elevated ammonia and e.coli at Riversdale. New treatment processes are currently under construction at these sites.

### Operations and Maintenance

- 6 60 service request calls were received for June 2021 including 30 water, 22 rural water, six sewer and two general.

### Minor Capital Projects

- 7 All the minor capital projects awarded to Downer in 20/21 are completed and the 21/22 programme is underway.

### Financial

- 8 There were no outstanding variations.

### Customer Service

- 9 There were 60 service requests received and two recorded as resolution time exceeded.

### Health and Safety

There were no safety incidents in June 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 June 2021” dated 18 August 2021.**

### Attachments

- A *Downer monthly summary report - June 2021* [↓](#)  
B *Downer monthly report - June 2021* [↓](#)



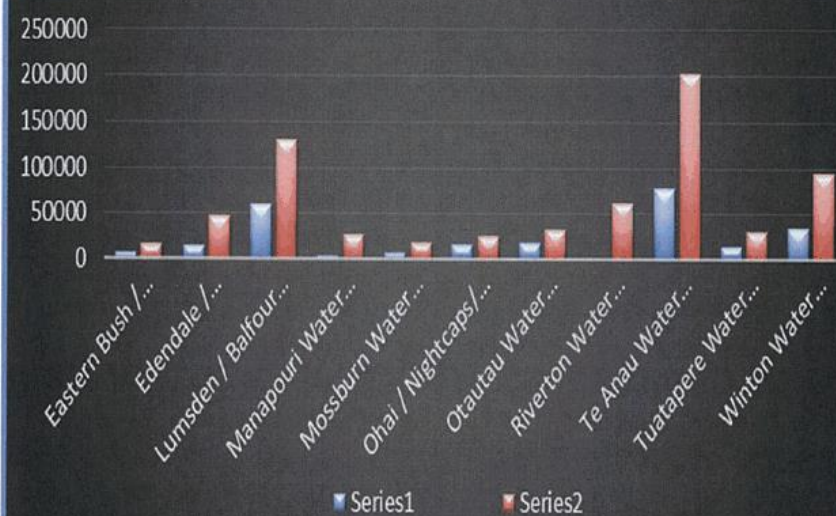
# SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

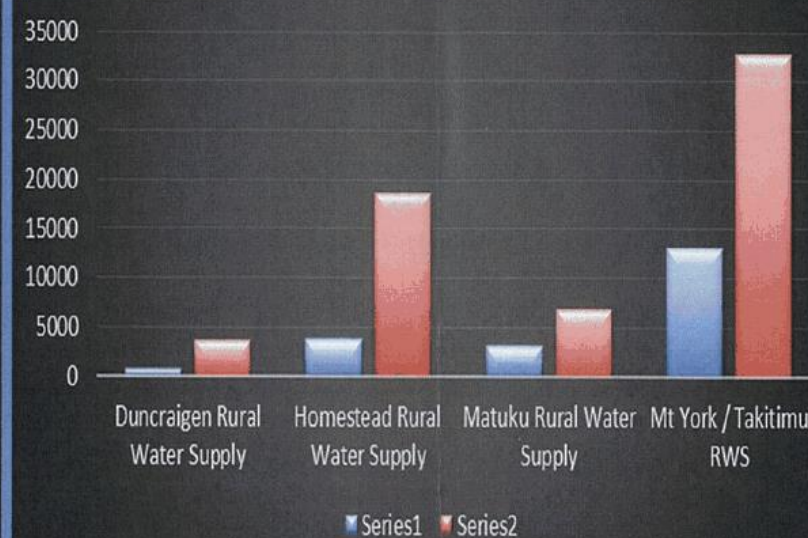
## MONTHLY SUMMARY REPORT - JUNE 2021



### URBAN WATER SUPPLY WATER TAKE COMPLIANCE



### RURAL WATER SUPPLY WATER TAKE COMPLIANCE



### MINOR CAPEX WORK

	TOTAL CLAIMED
Minor Capital Work	\$ 495,999.67
Project Work	\$ 68,684.59
<b>TOTAL</b>	<b>\$ 564,684.26</b>

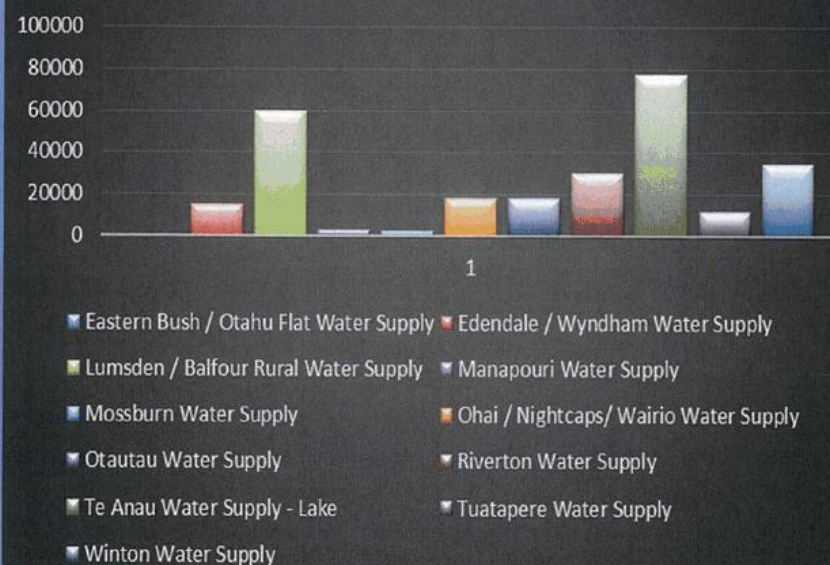
### CLAIM SUMMARY YEAR TO DATE

	TOTAL CLAIMED
SDC O&M Lump Sum YTD	\$ 3,015,952.08
SDC O&M Capital & Project Works YTD	\$ 2,098,416.09
<b>TOTAL</b>	<b>\$ 5,114,368.17</b>

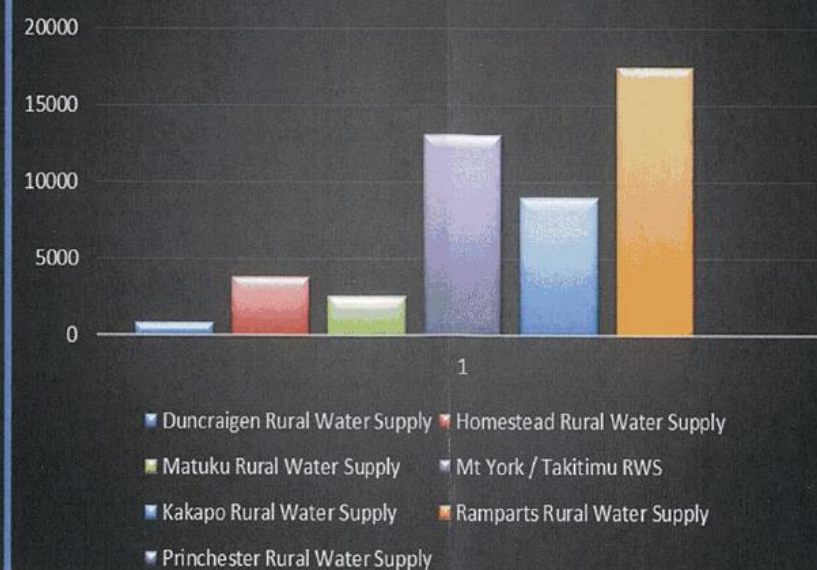
### LOST DAY INJURES / MEDICAL TIME INJURIES



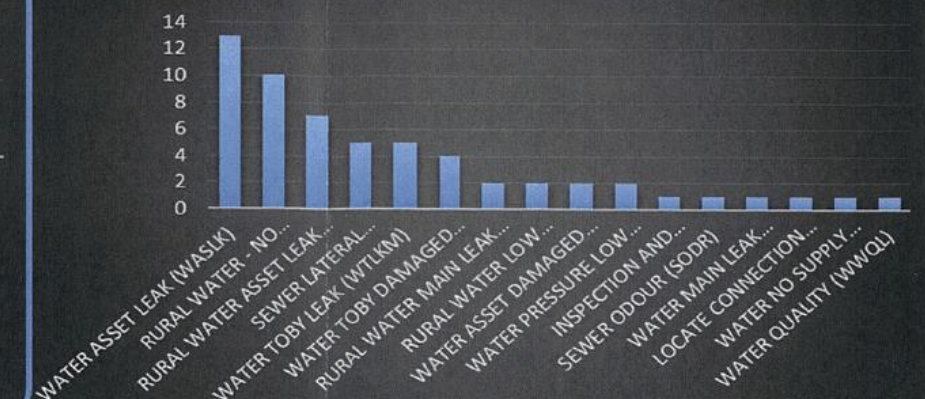
### WATER TREATMENT PLANT INTAKE - URBAN WATER SUPPLY



### WATER TREATMENT PLANT INTAKE - RURAL WATER SUPPLY



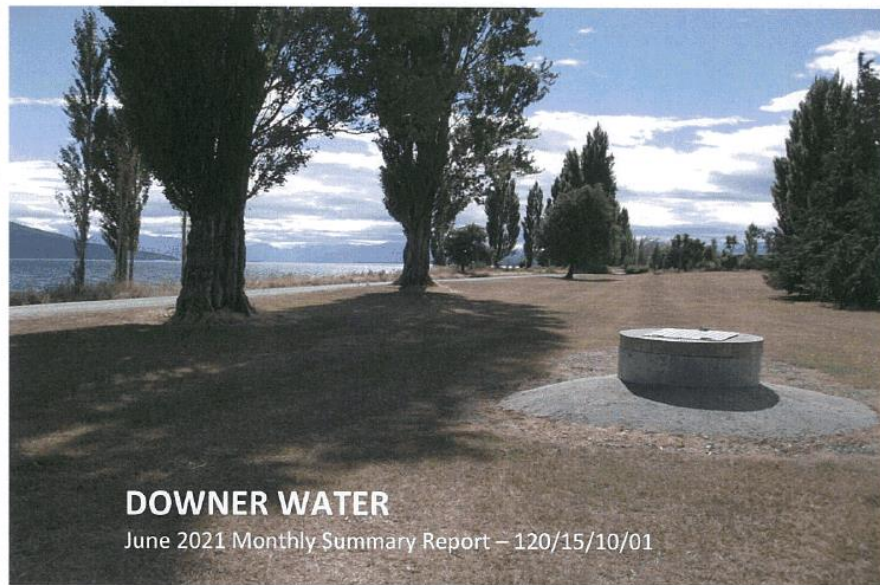
### SERVICE REQUESTS RECEIVED







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

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

## 1. EXECUTIVE SUMMARY

### COMPLIANCE (DRINKING WATER)

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

### COMPLIANCE (ENVIRONMENTAL WASTEWATER)

- There were three non-compliant tests during June 2021

### FINANCIAL

#### MISC MINOR WORKS JUNE 2021

Riverton WTP Chemicals	4,190.42	Chemical & filters Riverton WTP June 2021
Riverton WTP Mixing Chemicals	2,772.11	Mixing chemicals Riverton WTP June 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	125,604.48	Edendale Worm Farm – June 2021
Ohai Citric EFM Washes	191.88	Ohai Citric EFM Washes – June 2021
Riverton WTP Revert to River	6,518.61	Riverton WTP Revert to River June 2021
Eastern Bush Stormwater	3,889.77	Divert water to other side of road
Riverton WTP PACL Pump	8,571.00	Replacement Grundfos pump
Trojan UVT Meters	138,481.20	Purchase of Trojan UVT meters as requested
SIESA hot water cylinder	964.29	Supply & install replacement hot water cylinder
Tuatapere WTP	10,842.00	Supply second filter pump at Tuatapere WTP
Verdun St / Taramea Bay Rd	8,834.78	Further to invoice 1243717
Mossburn Nitrate Sampling	41.58	Mossburn Nitrate Sampling – June 2021
Taramea Bay Pump Failure	10,459.62	Cross connection infiltration & SW outlets required cleaning
Pump House Road	531.87	Repair culvert crossing
27 Milton Street, Riverton	1,129.56	New WSL
IPS Work	1,079.93	IPS Work – Raewyn – June 2021
Little River Sampling	399.55	Little River Sampling – June 2021
Ohai Hydrant Flow Testing	742.90	Ohai Hydrant Flow Testing as requested
Eastern Bush Main Upgrade	1,058.45	Turn pumps on & off for BCL to install new lines
Eastern Bush Intake	1,057.20	Redivert river into intake
6 Diana St, Lumsden	2,731.12	Unblock sewer
Riverton Rocks Valve Replacement	13,529.53	Replace two valves
Woodlands Manholes	557.81	Work with WSP to help open manholes
Stewart Island Pump	6,040.00	Install 2 <sup>nd</sup> replacement pump for SI Distribution field
4 Waiau Court, Te Anau	1,462.41	Install new cleaning eye
Ohai Ditch Clean Out	2,768.01	Ohai Ditch Clean Out
Lumsden Mains Repair	8,301.88	Locate, dig up and replace gipaults
Milford/Caswell Rd, Te Anau	19,079.39	CCTV & cleaning
Homestead Intake Clean Out	3,840.16	Homestead Intake Clean Out
Riverton River Intake Pump	26,453.00	Automate Riverton River Intake Pump
916 Longridge Road	1,734.02	Secure 50mm main where crosses creek/culvert

Price Road, Winton	329.47	Monitor discharge from sw pipe to creek
Palmerston St, PLC Replacement	5,612.51	PLC replacement
Manapouri WTP Generator	57,682.00	Supply & install generator
Mossburn Wellhead Filters	2,892.60	Change out wellhead filters
Tramway Birchwood Rd	6,868.82	Blocked main/full manhole
<b>TOTAL</b>	<b>495,369.26</b>	

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

#### HEALTH & SAFETY

- There was one incident reported in June 2021. Rear tandem wheel snapped off a trailer
- Tool Box was held on June 30, 2021 at Ascot Park, Invercargill.

#### QUALITY ASSURANCE

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

#### PLANNED POWER INTERRUPTIONS

Planned power interruptions in June 2021:

- ❖ June 1, 2021 – Pump Station, 64 Pluto Road, Lumsden
- ❖ June 9, 2021 – Pump Station, 154 Seaward Road, Edendale
- ❖ June 10, 2021 – Pump Station, 138 McKinnon Road, Edendale
- ❖ June 10, 2021 – WTP, 2260 Ohai Clifden Highway, Orawia
- ❖ June 10, 2021 – Hall, 2044 Ohai Clifden Highway, Orawia
- ❖ June 11, 2021 – Winton WTP, 104 Winton Substation Road, Winton
- ❖ June 13, 2021 – Water pump station, 93 Homestead Road, Edendale
- ❖ June 15, 2021 – 3 Gap Road West, Winton
- ❖ June 17, 2021 – Pump, 154 Dunrobin Valley Road, Mossburn
- ❖ June 22, 2021 – Pump, 74 Half Mile Road, Tuatapere
- ❖ June 23, 2021 – WTP Riverton Upuk

#### 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 June:
  - ✚ STMS Refresher – Malcolm Hewitt
  - ✚ TMO-OP – Luke Russell

- ✚ Training scheduled for July:
  - ✚ First Aid Refresher – Luke Russell

**SUMMARY**



New pump installation supplying the distribution fields at Stewart Island



Stormwater repairs McCaughan Street, Browns



Blue Bottle Road, Ohai – culvert repairs



Riverton Turbidity Meter Install





Lumsden Sewer MH exposed and raised



Shrewsbury Street, Riverton fibre strike



New filter pump install at Tuatapere

**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	3,393.06	191.75	35,968.10	3,071.00
LTI Incidence Rate (1 million Hrs.)	0.0	0.0	0.0	0.0

## 2. QUALITY ASSURANCE & COMPLIANCE – JUNE 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	159
Wastewater scheme sampling completed for month	5
Wastewater scheme site samples taken for month	20
Wastewater scheme laboratory tests completed for month	193
Non-conformance reports received	0
OFl reports received	0
Site audits conducted	3

### NZDWS

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

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

### RESOURCE MANAGEMENT ACT

Wastewater discharge consent sampling was carried out at Balfour, Lumsden, Manapouri, Te Anau and Riversdale during June. Joint sampling was carried out in conjunction with Environment Southland at Balfour. There were three non-compliant tests during June and these were the downstream DIN at Te Anau and downstream ammonia and e.coli concentration at Riversdale.

### 3. KEY PERFORMANCE INDICATORS – JUNE 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. <b>Downer to apply for dispensation for Stewart Island and Ohai.</b>	Monitoring programme as required by Resource Consent <b>(Dispensation sought for Stewart Island)</b>	100% 98%	N
	5.	Percentage samples taken in accordance with the Resource Consent requirements <b>(Dispensation to be requested if required).</b>	Monitoring programme as required by Resource Consent	100% 100%	Y
	6.	Number of system failures and pollution incidents (overflows) per year across all systems (not including private)	Data from HANSEN IPS	Less than 20 0	Y
	7.	Percentage of Requests for Service responded to within required timeframes – wastewater	Data from HANSEN IPS	100% 100%	Y

Water	8.	Percentage of water lab tests that meet the requirements of the NZDWS 2005 (for plants upgraded to meet the NZDWS 2005 standard)	WINZ		100% 100%	Y					
	9.	Number of complaints regarding drinking water quality per year across all systems. <b>(Dispensation to be requested if required)</b>	Data from HANSEN IMS		Less than 65 0	Y					
	10.	Number of complaints regarding drinking quantity and supply of water, over and above 48 hour storage period.	Data from HANSEN IMS		Less than 130 0	Y					
	11.	Number of non-notified shutdowns across all urban water systems	Data from HANSEN IMS		Not more than 20 0 (TOTAL)	Y					
	12.	Percentage of Requests for Service responded to within required timeframes - water	Data from HANSEN IMS		Not less than 90% 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%	92%

**PERFORMANCE SCORING TABLE**

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



## Road Operations - June 2021

Record No: R/21/6/37354

Author: Rob Hayes, Roding engineer

Approved by: Matt Russell, Group manager infrastructure and environmental services

☐ 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 a summary of the 2020/2021 financial year and the end of the 2018 three year Waka Kotahi NZ Transport Agency funding cycle.

### Executive summary – June 2021

- 2 WSP has completed over 400 bridge inspections for the 2020/21 year. This year's inspection programme is currently under development. Common over weight routes and coastal bridges will be included in the priority list.
- 3 Transport released the remaining \$675,000 of maintenance budget. These funds were held outside the Alliance budgets for 2020/21 year. The majority was spent on maintenance gravelling and priority drainage work across the three contracts.
- 4 Customer satisfaction; 191 requests for service (RFS), across the three Alliance contracts were received in June, compared to 130 in 2020, an increase of 22%. The majority of the increased RFS was in the Foveaux Alliance. This is due to logging activities around the Progress Valley and Waimahaka areas. Some additional grading, metalling and speed restriction was our initial response. However, due to the poor weather conditions, it was deemed unsuitable for logging trucks to continue and the trucks were stopped for two weeks. We are currently optioneering for pavement strengthening of Waimahaka Fortification and Mokoreta Tahakopa Roads.
- 5 In relation to health and safety for the Alliance contracts; 25 contractor safety audits were completed during June with 14 near misses reported.

### End of 2020/21 year key achievements

- 6 All financial figures include Waka Kotahi NZ Transport Agency contributions.
- 7 Gravel roads – a combined maintenance metalling of unsealed roads totalled 69,935m<sup>3</sup> of gravel costing \$2.65m.
- 8 Unsealed pavement maintenance – the key driver for this activity is grading with 12,921km graded – \$1.89m.
- 9 Sealed Road Resurfacing – a total of 148km (1,068,200m<sup>2</sup>) of sealed road was resurfaced – \$6.5m.
- 10 Pavement rehabilitation – a total of 6.3km (46,629m<sup>2</sup>) of sealed road was rehabilitated – \$2.1m.
- 11 Seal Widening – 13km of road was widened, the majority of this was the 11km section on Fortrose Otara Road - \$1.05m.

- 12 Environmental maintenance – this activity includes items such as, noxious spraying, snow clearing, ice/gritting and minor events response – \$1.4m.
- 13 Bridging – 16 bridges replaced - \$3.52m.
- 14 Overall annual core roading operations spend for the 2020/21 financial year was \$31.35M of a total available budget of \$31.36M.

### 2018 - 2021 Waka Kotahi NZ Transport Agency funding programme summary

- 15 Overall three-year LTP core roading operations spend was \$79.98M of a total available budget of \$80.14m – 99.8%.
- 16 Major emergency works during the LTP, qualifying for additional funding from Waka Kotahi NZ Transport Agency - \$3.16m.
- 17 Special propose roading activities with 100% funding from Waka Kotahi NZ Transport Agency. This includes emergency repair work on the Hollyford Road and Chaslands Highway slip - \$3.92m.
- 18 Total LTP spend - \$87.22m.

### Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Road Operations - June 2021” dated 18 August 2021.**

### Attachments

- A *Waimea Alliance A3 June 2021* [↗](#)
- B *Central Alliance A3 June 2021* [↗](#)
- C *Foveaux Alliance A3 June 2021* [↗](#)
- D *SouthRoads H&S report June 2021* [↗](#)
- E *Fulton Hogan H&S report June 2021* [↗](#)

## Waimea Alliance - Summary Report June 2021



### CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	Jun-21	YTD
General Requests for Road Service (RFS's)	40	352
Road Service Requests completed on time	37	309
Road Service Requests completed on time %	93%	88%

### HEALTH AND SAFETY

	Jun-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	1
Near Hits Reported (pass/fail <5)	1	73
Site Safety & Traffic Management Audits completed (pass/fail <5)	10	82
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

### PERFORMANCE SCORECARD

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

### IDENTIFIED RISK & STRATEGY UPDATE

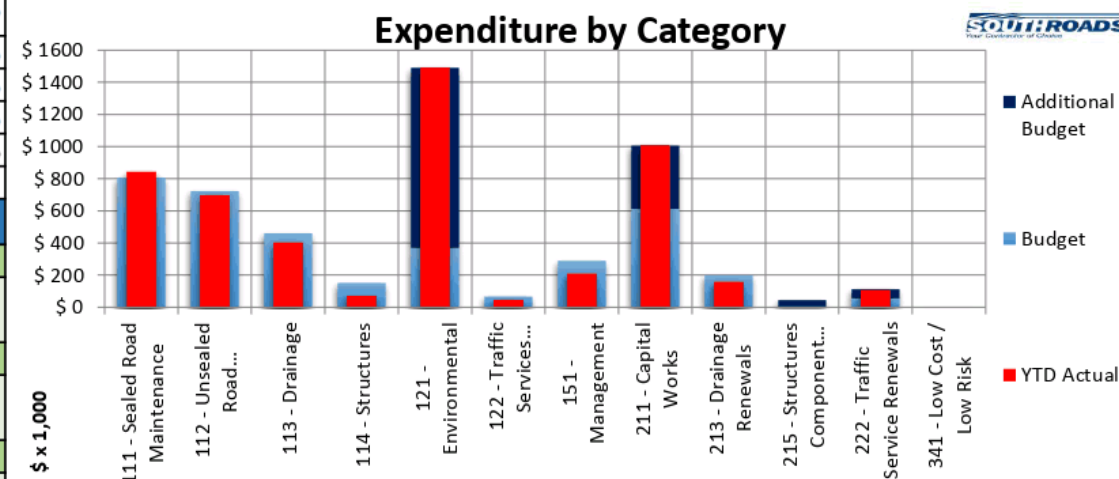
<b>Risk 1 - Riversdale Waikaia Road</b>
Tree roots effecting the pavement integrity. Council to determine appropriate action. Minor repairs have been completed
<b>Risk 2 - Nokomai Road - Bridge 2</b>
An Island of gravel upstream from Bridge 2 has potential to take out both abutments. Gravel extraction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

Late in the month a cold SW outbreak brought thundery showers, hail and snow to fairly low levels throughout Otago and Southland on the 28th, with a southerly storm in Wellington on the 29th. Locally, the most notable feature of the month was the 'warm' temperatures. The overall mean for the month of 7.1°C was the 3rd warmest on record, only beaten by June 2016 and 2014 with 7.8°C. Another feature was a long period with light winds from the 6th to the 26th. Rainfall was near normal and the late cold snap brought a peak gust of 51kts on the 28th. On a bright note, sunshine hours were well above normal.

We had a huge push on maintenance Metal this month by put on over 12,000 ton of AP32 in the Otapiri Mandeville area.

The McLean Road Box Culvert Installation is almost completed with weather being a big factor of the delay. We had a full week where no work could be completed at all due to the weather. Just the road reinstatement to complete and then the site rail installation. This has had a flow on affect onto other jobs that didn't get completed but the end of SDC's financial year. This includes a few culvert replacements along with some tidy up jobs. We will get onto these in the coming weeks.

We finished our financial year slightly over budget which was what Council preferred and we have held the year ahead budget meetings and these have been confirmed.



### ALLIANCE EFFECTIVENESS & EFFICIENCY

#### Sealed Network Achievement of Programme - 2021/22 Pre-Reseal Repairs

Activity	21/22 Repairs	Jun-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 Achievement of Programme

Activity	Budget	Jun-21	YTD	Remaining	% Completed
Metalling (m3)	19,500	10,113	28,997	9,497	149%
Grading (KM)	4,629	389	4,528	101	98%

#### Structures - Maintenance - Joint Alliances

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

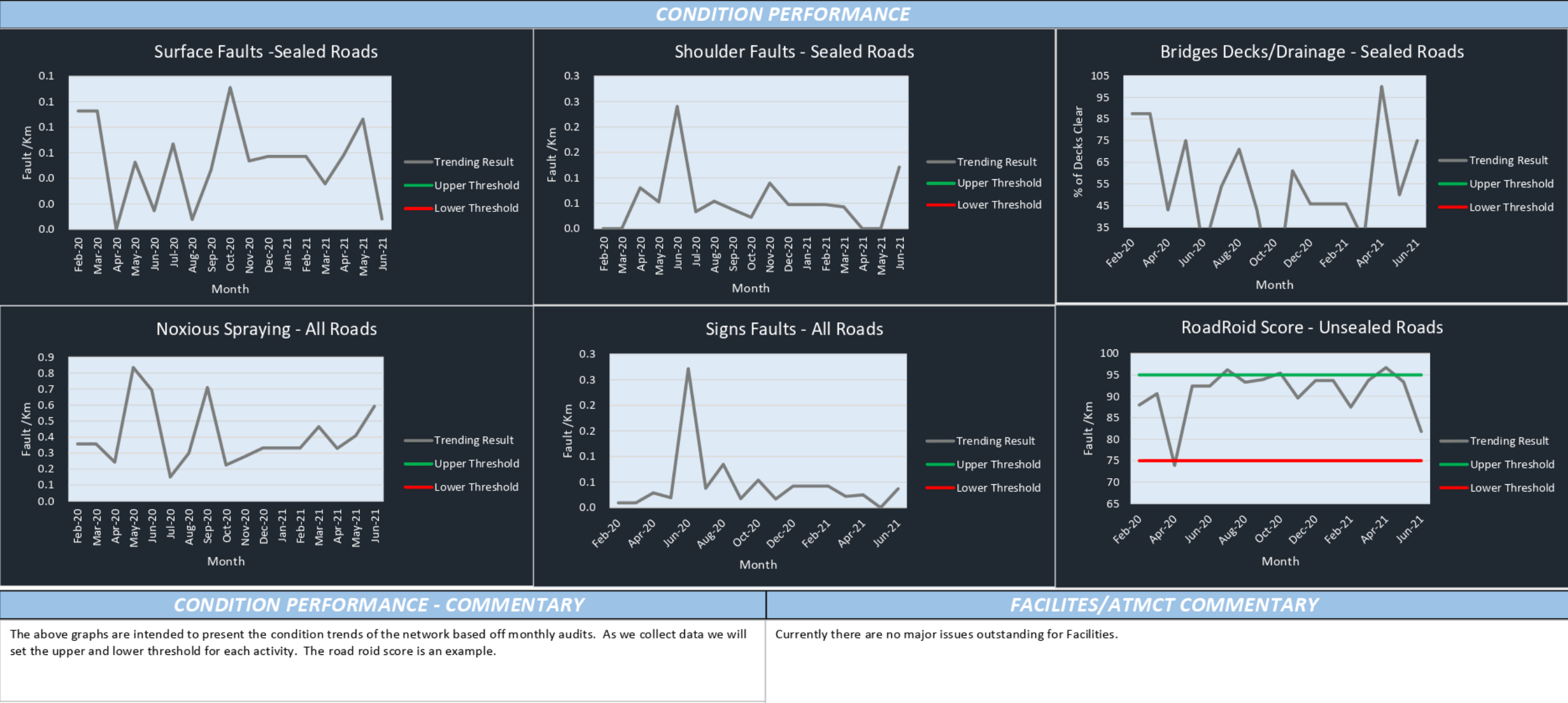
### FINANCIAL COMMENTARY

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



### FINANCIAL SUMMARY - Roading

	Annual Amount	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	\$ 3,745,922	\$ 810,000	\$ 324,910	\$ 284,000	\$ 280,000	\$ 330,000	\$ 255,000	\$ 185,000	\$ 195,000	\$ 200,000	\$ 205,000	\$ 260,000	\$ 417,012
Actual Claim		\$ 869,647	\$ 280,451	\$ 384,774	\$ 356,690	\$ 295,823	\$ 267,678	\$ 330,944	\$ 351,000	\$ 433,473	\$ 437,593	\$ 539,549	\$ 779,214
Year to Date Budget - Incl Additional Funds	\$ 5,326,837	\$ 869,647	\$ 1,255,078	\$ 1,643,695	\$ 1,930,044	\$ 2,309,025	\$ 2,575,376	\$ 2,856,614	\$ 3,124,647	\$ 3,454,713	\$ 3,880,395	\$ 4,321,572	\$ 5,326,837
Actual Claim YTD	\$ 5,326,837	\$ 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	\$ 5,326,837
Variance YTD	\$ 0												



## Central Alliance - Summary Report June 2021



CUSTOMER AND COMMUNITY GOVERNANCE		
Requests for Services	Jun-21	YTD
General Requests for Road Service (RFS's)	83	845
Road Service Requests completed on time	80	800
Road Service Requests completed on time %	96%	95%

HEALTH AND SAFETY		
	Jun-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	1	3
Near Hits Reported (pass/fail <5)	7	109
Site Safety & Traffic Management Audits completed (pass/fail <5)	6	73
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%	38%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	8%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
<b>Overall Score</b>	<b>100%</b>	<b>93%</b>

IDENTIFIED RISK & STRATEGY UPDATE	
<b>Logging, Heavy vehicle traffic on Unsealed Roads</b>	
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.	
<b>Culverts, large number of failures</b>	
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.	

Late in the month a cold SW outbreak brought thundery showers, hail and snow to fairly low levels throughout Otago and Southland on the 28th, with a southerly storm in Wellington on the 29th. Locally, the most notable feature of the month was the 'warm' temperatures. The overall mean for the month of 7.1°C was the 3rd warmest on record, only beaten by June 2016 and 2014 with 7.8°C. Another feature was a long period with light winds from the 6th to the 26th. Rainfall was near normal and the late cold snap brought a peak gust of 51kts on the 28th. On a bright note, sunshine hours were well above normal.

Central received 83 Requests for Service for June which is above the average of 70 for the year.

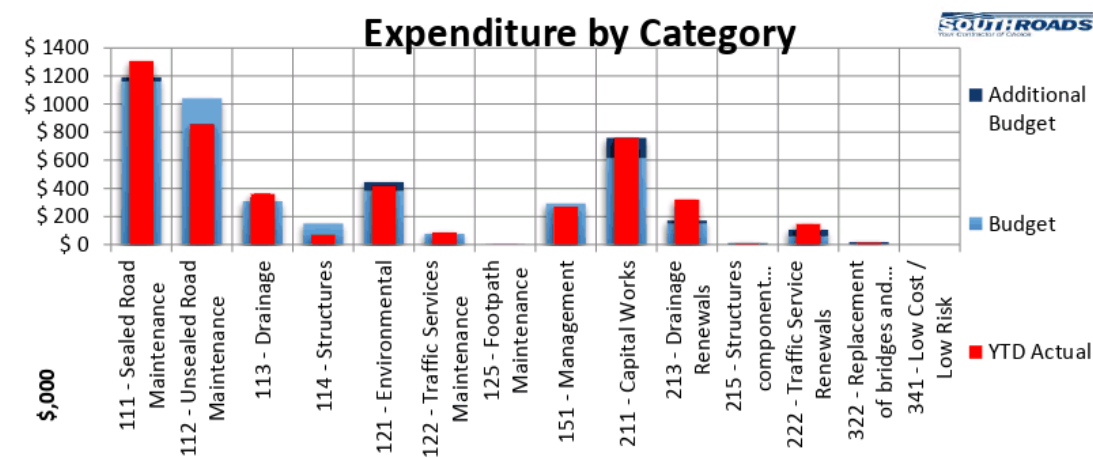
June saw the Stabi crew complete some High Lip removal with the OGEM crew working in Waimea. Central will have the OGEM crew moving into the new financial year to ensure all pre reseal repairs for the 2021/22 reseal season are completed. The Stabi crew are completing shoulder maintenance currently and will move to Waimea once Central is completed.

Late in the month we had a culvert collapse on Blue Bottle Road, this has proved a difficult replacement due to the Sewer Line and Water Line running over top of the culvert. We are working closely with the Council Waste Water team and Downers to resolve this.

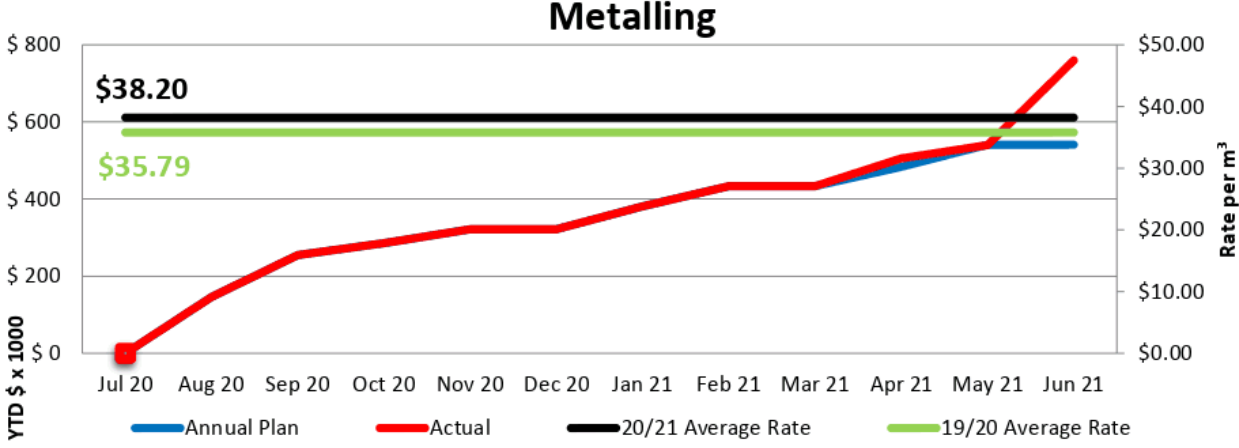
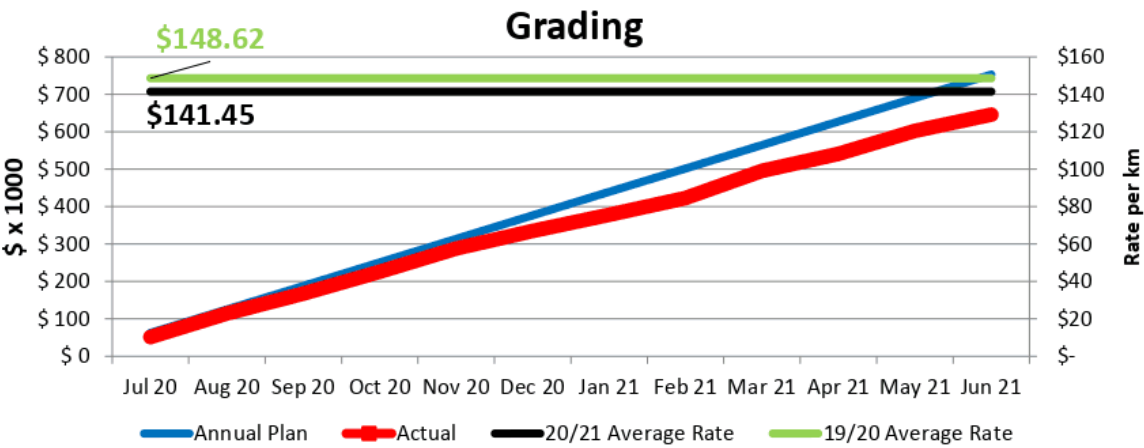
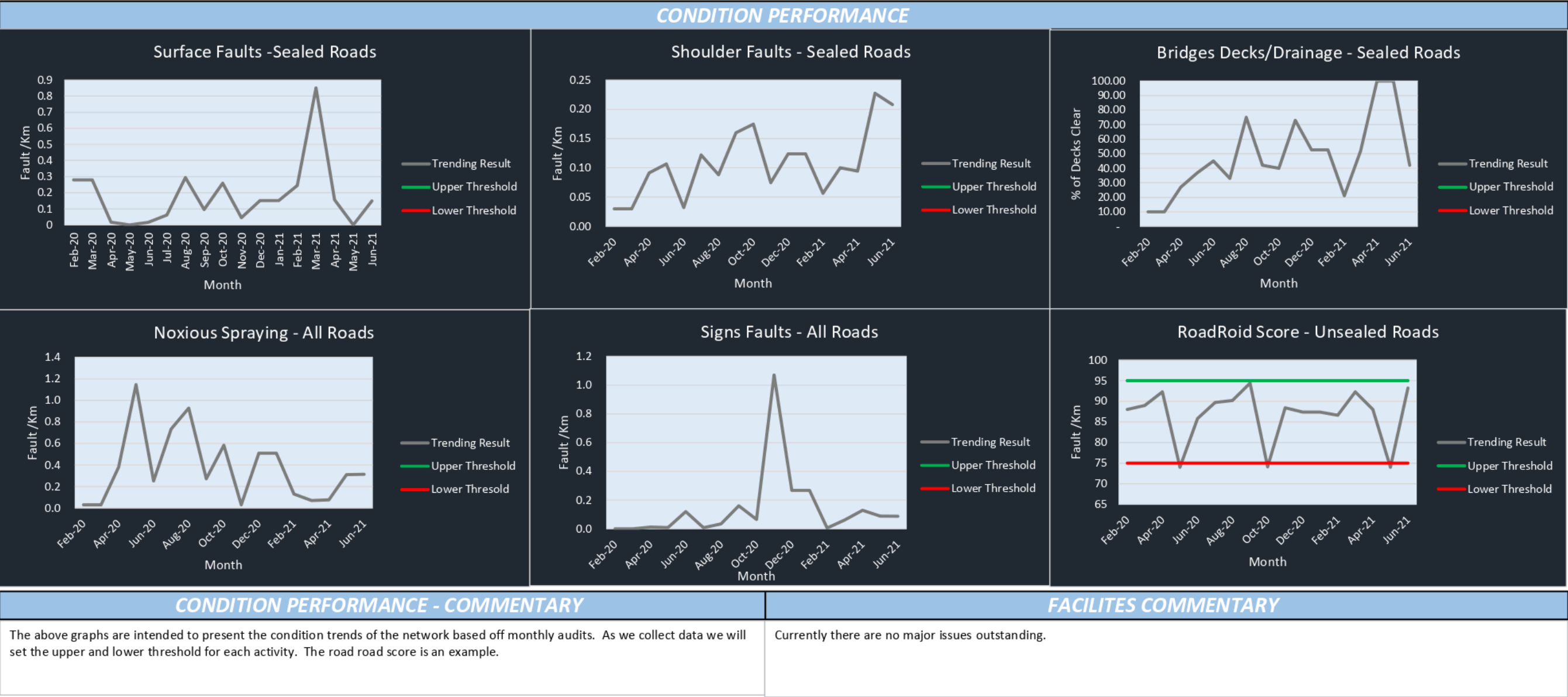
With the additional funds provided we completed an extra 5,655m3 of metalling. We also completed \$20K of flax spraying and some vegetation trimming / removal.

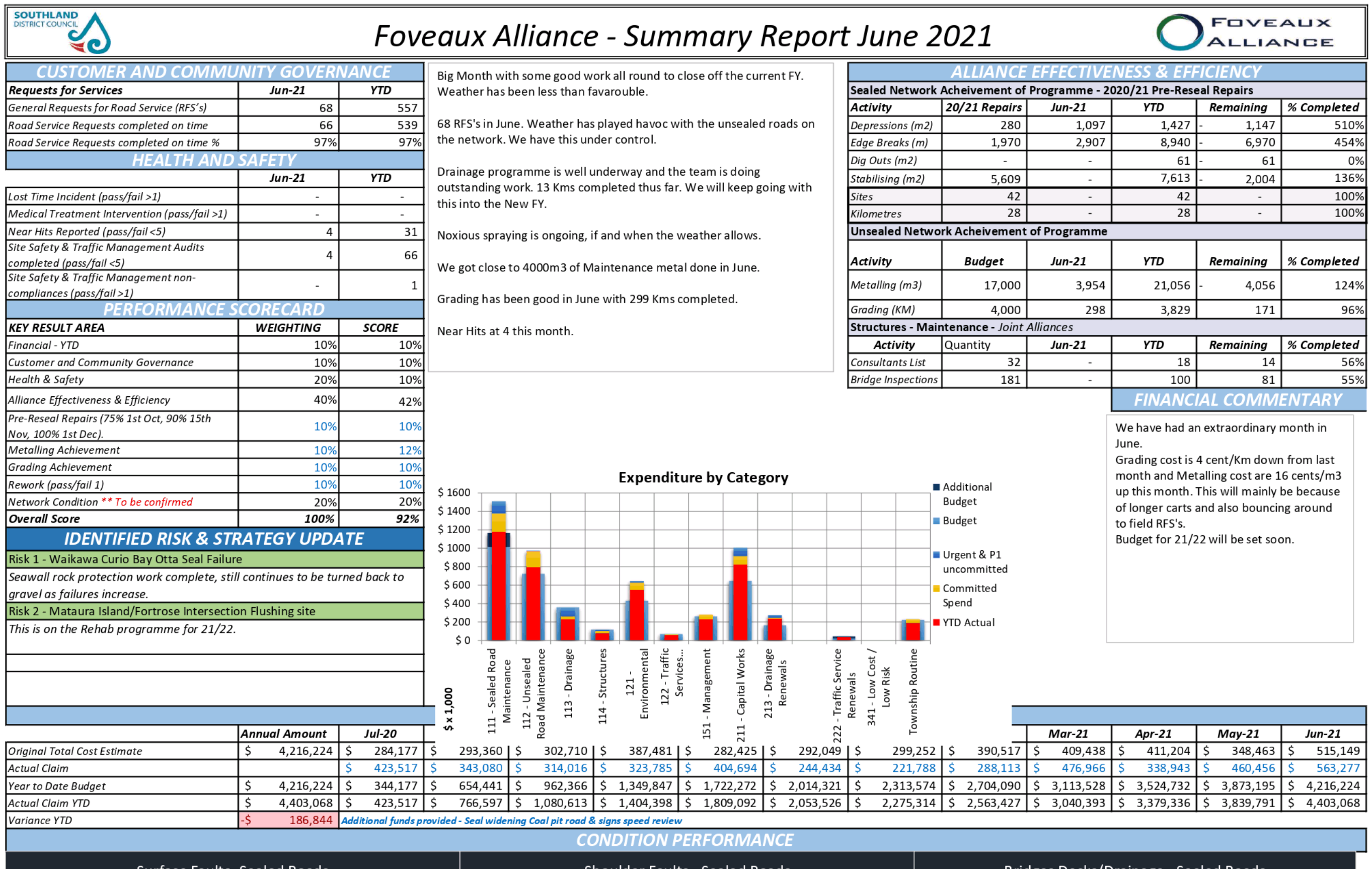
ALLIANCE EFFECTIVENESS & EFFICIENCY					
Sealed Network Achievement of Programme - 2021/22 Pre-Reseal Repairs					
Activity	21/22 Repairs	Jun-21	YTD	Remaining	% Completed
Depressions (m2)	11,463	-	2,343	9,120	20%
Edge Breaks (m)	8,191	-	6,470	1,721	79%
Dig Outs (m2)	97	-	75	22	77%
Stabilising (m2)	1,396	-	1,177	219	84%
Sites	80	-	8	72	10%
Kilometres	60	-	1	58	2%
Unsealed Network Achievement of Programme					
Activity	Budget	Jun-21	YTD	Remaining	% Completed
Metalling (m3)	14,160	5,655	19,882	- 5,722	140%
Grading (KM)	4,629	321	4,564	65	99%
Structures - Maintenance - Joint Alliances					
Activity	Quantity	Jun-21	YTD	Remaining	% Completed
Consultants List	0	0	0	0	0%
Bridge Inspections	833	0	0	833	0%

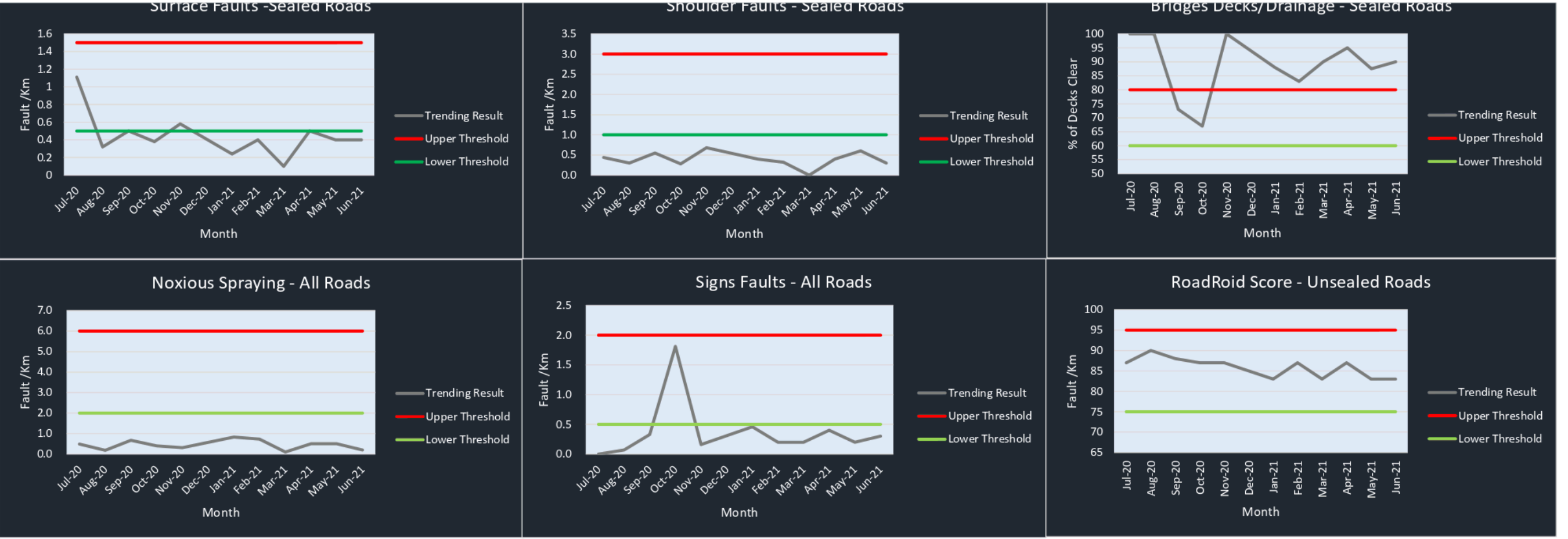
### FINANCIAL COMMENTARY



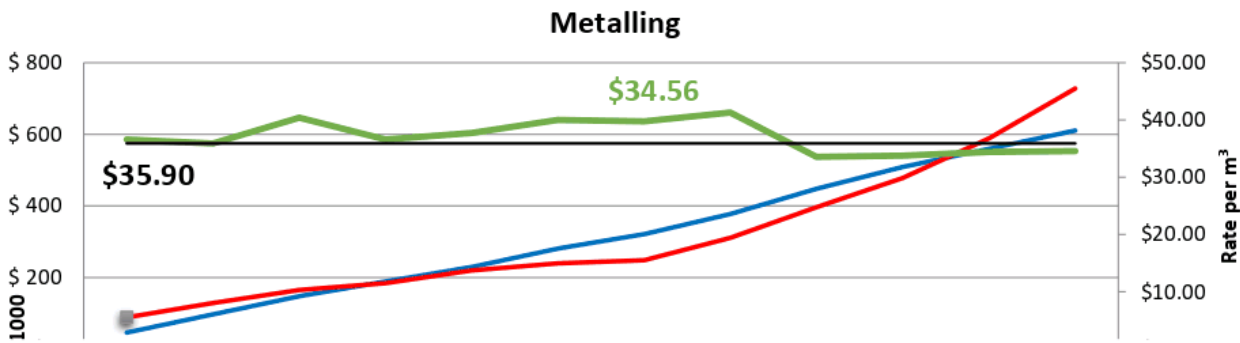
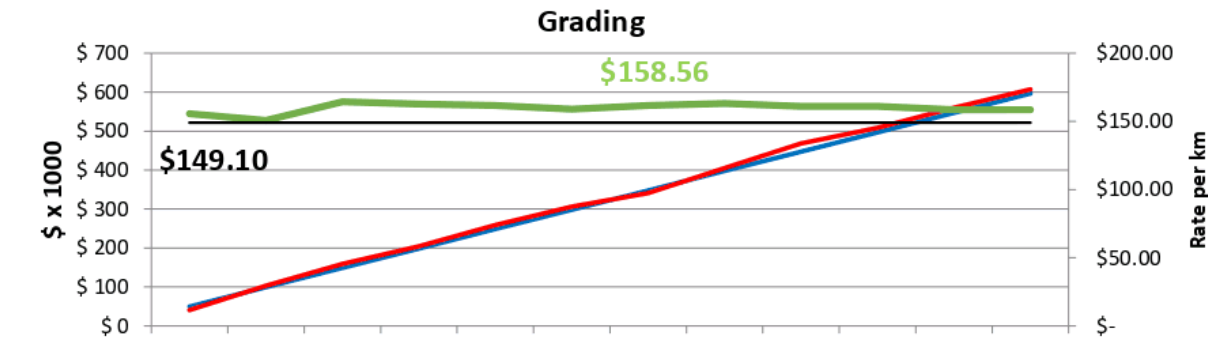
FINANCIAL SUMMARY - Roading													
	Annual \$	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Original Total Cost Estimate	\$ 4,203,100	\$ 521,818	\$ 488,323	\$ 376,493	\$ 275,003	\$ 287,503	\$ 246,425	\$ 246,425	\$ 325,003	\$ 325,003	\$ 303,916	\$ 376,493	\$ 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	\$ 463,386
Year to Date Budget - Incl Additional Funds	\$ 4,626,104	\$ 526,899	\$ 1,050,892	\$ 1,437,379	\$ 1,712,657	\$ 2,003,172	\$ 2,266,023	\$ 2,519,088	\$ 2,876,893	\$ 3,203,481	\$ 3,508,859	\$ 3,914,868	\$ 4,626,104
Actual Claim YTD	\$ 4,626,104	\$ 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	\$ 4,626,104
Variance YTD	\$ 0												







CONDITION PERFORMANCE - COMMENTARY	FACILITES/ATMCT COMMENTARY
"Condition survey" completed on 1.07.2021 on the Eastern side of the network by Pat Kingi and Shaun Holland. Network seems to be in a good state of repair. Unsealed road condition very good.	No issues or concerns with Facilities Maintenance in general.



<div><div><div>Central Alliance</div><div>Southland District Council / Southlands</div></div><div><div>Waimea alliance</div></div></div>		SDC / ICC MAINTENANCE SAFETY PERFORMANCE AND STATISTICS - 20/21															
Lag Indicators												Lead Indicators					
Hours Worked		TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party	Total	YTD	Near Hit	Safety Audits	TM Audit	Toolbox	Total	
2019-20	68,267	29	13	1	1	14.6	14.65	41	2	58		116	108	14	Weekly	238	
2020-21	71,623	55.8	18	4	0	55.8	0.0	53	2	77		179	137	23	Weekly	339	
2020-21	Hours Worked	Month	TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party/ Subcontractor		TOTAL	Month	Near Hit	Safety Audits	TM Audit	Toolbox/Weekly Meetings
	6,661	July	0.0	2	0	0	0.0	0.0	10	1	13	July	13	12	2	Weekly	27
	6,229	August	0.0	1	0	0	0.0	0.0	3	0	4	August	12	12	2	Weekly	26
	6,159	September	0.0	1	0	0	0.0	0.0	5	0	6	September	15	15	4	Weekly	34
	6,158	October	162.4	1	1	0	162.4	0.0	6	1	9	October	9	6	1	Weekly	16
	6,557	November	0.0	2	0	0	0.0	0.0	5	0	7	November	18	11	4	Weekly	33
	5,152	December	0.0	3	0	0	0.0	0.0	2	0	5	December	17	10	1	Weekly	28
	4,791	January	0.0	1	0	0	0.0	0.0	2	0	3	January	17	11	1	Weekly	29
	5,789	February	0.0	2	0	0	0.0	0.0	2	0	4	February	18	11	3	Weekly	32
	6,945	March	0.0	1	0	0	0.0	0.0	7	0	8	March	24	10	0	Weekly	34
	5,203	April	192.2	1	1	0	33.3	0.0	1	0	3	April	7	12	2	Weekly	21
	5,979	May	167.3	0	1	0	45.5	0.0	3	0	4	May	21	13	0	Weekly	34
	6,002	June	0.0	3	1	0	41.7	0.0	7	0	11	June	8	14	3	Weekly	25
COMMENTARY																	
June was a quiet month reporting wise, with the snow and ice we have been experiencing management have been pushing "driving to the conditions" to staff members as well as highlighting sun strike as an issue with it being at it's worst this time of year. It is great to see that there has been an improvement in reporting of near hit's compared to last year, both safety audits and traffic management audits have increased which is a positive. We are however still injuring ourselves with four MTI's compared to one in 2019-20. Overall the year has seen good engagement from staff around health and safety.																	
INCIDENT REGISTER																	
Incident	Description				Event Type	Reporting Line	Investigation Status										
30/06/2021	Pulled off onto the shoulder and got the vehicle stuck.				Near Hit	Central	Closed										
29/06/2021	Lifting spoil & bent knees strained neck and chest muscle				Near Hit	Waimea	Awaiting Closure										
28/06/2021	Ute was being towed, operator was steering and said the brake's were not working.				Near Hit	Central	Closed										
28/06/2021	Two Utes stopped to talk when MoP began abusing them.				Near Hit	Central	Closed										
22/06/2021	Hit Sewage Pipe.				Near Hit	Central	Closed										
21/06/2021	Sliding due to ice.				Incident	Central	Closed										
21/06/2021	Unloading Ute / Dog attack.				Near Hit	Waimea	Closed										
21/06/2021	Truck pulled out in front of operators vehicle.				Near Hit	Central	Closed										
14/06/2021	MOP tripped on draw bar.				Incident	Waimea	Closed										
14/06/2021	Stone Chip - cracked windscreen.				Near Hit	Central	Closed										
14/06/2021	Kids running across the road had to brake to avoid.				Incident	Waimea	Closed										
14/06/2021	Travelling through Centre Bush 30/100 should of been 30/80.				Near Hit	Waimea	Closed										
14/06/2021	Broke Reversing light on truck 255.				Near Hit	Waimea	Closed										
14/06/2021	Car attempting to pass a truck in the fog meeting a truck coming in the opposite direction.				Near Hit	Central	Closed										
14/06/2021	Lifting Grader Blades onto the back of the Ute - hurt wrist.				Near Hit	Central	Closed										
8/06/2021	Moving lights found antenna was missing.				Near Hit	Central	Closed										
8/06/2021	Cable Strike.				Incident	Central	Closed										
8/06/2021	Dropped rock on finger.				Near Hit	Waimea	Closed										
4/06/2021	While sweeping ran over & caught air hose on the centre broom.				Near Hit	Waimea	Closed										
10/06/2021	Throwing bags of Cement off the truck felt a twinge in my stomach.				Near Hit	Central	Awaiting Closure										
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.																	



# Foveaux Safety and Training Report 20/21



## Safety Statistics

	YTD	July 2020	Aug 2020	Sept 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	May 2021	June 2021
Hours Worked - FH Southland	150,696.60	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	8721.75
Hours Worked - Foveaux	24,629.95	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	1,796.75
TRIFR – Regional (Total Recordable Injury Frequency Rate)	0	6.0	6.0	5.3	5.2	3.5	3.3	3.3	3.4	3.5	3.5	3.3	0
LTI (Lost time Injury) Regional	0	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	0
MTC(Medical Treatment Case) Foveaux	0	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	0
FAC (First Aid Case) Foveaux	0	0	0	0	0	0	0	0	0	0	0	0	0
NEAR MISS – Regional	60	9	2	7	0	3	4	6	2	10	2	7	6
SITE AUDIT VISITS (Pass/Fail)	0	1	0	1	1	0	0	0	0	0	0	0	0
Worksafe Site Visits - Regional	0	0	0	0	0	0	0	0	0	0	0	0	0
Leadership Safety Actions Completed	87	6	11	8	8	9	8	3	8	9	4	5	8

### OFI / Near Miss for Foveaux

Project/Department/Name	Subject	When did this occur?	Detailed description
54950 - Southland Foveaux Alliance	Safety	7/06/2021	Walking to smoko room from car park tripped and slipped in one of the many pot hole around our car park. Pot holes in car park when are these going to be fixed
54950 - Southland Foveaux Alliance	Safety	14/06/2021	A Car ran red light, came up to site to complain, about the wait Tony tried to explain that we needed time to clear the site of traffic before the lights would change He became very abusive towards me, then drove off.
54950 - Southland Foveaux Alliance	Safety	14/06/2021	Moving truck out of paddock ground was greasy due to heavy rain over weekend making surface greasy. Needed minor assistance with a tow just to get moving -no further issues.
54950 - Southland Foveaux Alliance	Safety	22/06/2021	While travelling on Galt road there was a Ute coming towards me on wrong side of road



### Safety and Quality Team Commentary

We are well and truly into Winter now and the seasonal challenges that go with it. Our sub-contractors are performing well with frost gritting and our teams are keeping up our maintenance duties and doing a good job in at time trying conditions.

Traffic Management qualification requirements for staff have changed going forward from July 1<sup>st</sup> obviously same applies for RCA's and is going to take some time to settle in as training recourses are limited. Also as of 1<sup>st</sup> July Fulton Hogan had made it compulsory for all our sub-contractors working on the road to use e/stops and remove their staff from live lanes. To achieve this we will be helping and supporting those sub-contractors to comply. Not an easy task and may receive some initial resistance but as a company we have committed to this and to this making it work..

### 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	248
Hours in Training - Foveaux	70	36	8	8	8	0	0	0	4	6	2	42	24

### Training Courses Completed in January

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



## Dust suppressant - options report

Record no: R/21/8/45822

Author: Roy Clearwater, Roading asset engineer

Approved by: Matt Russell, Group manager infrastructure and environmental services

☒ Decision

☐ Recommendation

☐ Information

### Purpose

- 1 This report has been prepared to outline options for the policy position associated with the \$100,000 per annum commitment Council made as part of the Long Term Plan (LTP) process towards dust suppression.

### Executive summary

- 2 Changes to the proposed Southland Water and Land Plan, mean that used oil is a recognised hazardous substance and can no longer be applied as a dust suppressant.
- 3 Dust nuisance was a common theme throughout the LTP submission process. This ranged from wanting roads sealed to monetary contributions towards dust suppressants for those affected.
- 4 Council made a commitment of \$100,000 per annum for this LTP period to go towards the local share of a dust suppressant programme on the premise that additional Waka Kotahi funding contribution was likely available (as it has been in previous years). Unfortunately, Waka Kotahi have released their indicative approved budgets and they are not contributing any funding towards dust suppressants. As a consequence, this leaves a total budget of only \$100,000 (Council commitment) plus any local third party share sought.
- 5 The strategic transport team has considered five options of how to utilise the \$100,000.
  - option one: 50:50 contribution for OTTA seal/other approved dust suppressant application
  - option two: prioritise the highest risk road(s) and seal/treat these
  - option three: treating the areas that become maintenance issues that are not applicant's responsibility (small areas between treated surfaces, or adjoining with nearby intersections etc)
  - option four: Council to subsidise associated fees such as application fees and traffic management costs
  - option five: Council to provide and fund a service through a targeted rating system.

## Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Dust suppressant - options report” dated 18 August 2021.**
- b) determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.
- c) determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.
- d) approve option four: Council to subsidise permit and associated traffic management costs.
- e) supports for future consideration, interdepartmental conversations around the viability of option five: Council to provide a service through a targeted rating system for future years.

## Background

- 6 Dust nuisance was a common theme throughout the Long Term Plan (LTP) submission process. This ranged from wanting roads sealed to financial contributions towards dust suppressants for those affected.
- 7 The exacerbated frustration around dust nuisance has occurred since Environment Southland (ES) have changed their rules around the application of waste oils to suppress dust. Under the proposed Southland Water and Land Plan, used oil is a recognised hazardous substance and can no longer be applied as a dust suppressant.
- 8 There are some approved products for dust control that can be applied as a permitted activity (ie no consent is required) if you use an approved suppressant in accordance with the conditions of the Hazardous Substances and New Organism Act 1996.
- 9 The above approved products have been trialled in Southland with mixed success rates (generally poor), and are very expensive. It is evident that this is the cause of frustration in the community and has subsequently generated the request for service provision from Southland District Council. It is important to note that this is not an activity or level of service that SDC has previously contributed to.
- 10 In response to these submissions Council made a commitment of \$100,000 per annum for this LTP period to go towards the local share of the \$400,000 (total) programme budget allocation for dust suppressant requested to Waka Kotahi NZ Transport Agency. To access this the minimum breakdown is \$208,000 NTZA share, \$100,000 Council and \$92,000 local third party to maximise the \$400,000 the total budget.
- 11 Unfortunately, approved budgets from Waka Kotahi NZ Transport Agency have indicated that this \$400,000 proposed budget for dust suppressant has been declined and therefore that leaves a

total budget of only \$100,000 (Council commitment) plus any local third party share sought. As such, council needs to determine how best to commit this contribution and maximise benefit to the community in mitigating the issue of dust on council's gravel road network.

#### Issues

- 12 As above, given that this is not a level of service that council has previously provided or funded, it is necessary to determine a policy framework within which council officers can operate. Staff consider that dwellings within a 100m setback is a useful measure in order to understand the scale of the problem (households affected by dust).
- 13 Using GIS spatial data staff were able to carry out a high-level desktop exercise as follows – there are approximately 12,000 buildings within 100m of a rural unsealed road.
- 14 According to RAMM database – there are approximately 3,500 rapid numbers – which potentially provides a better representation of the number of houses versus other buildings such as farm sheds etc.
- 15 For an OTTA seal treatment; an average cost is estimated at \$15,000 per applicant and therefore for the 3500 dwellings with rapid numbers, the total investment required to treat every property is over \$50M.
- 16 It is however recognised that not every property within 100m of a rural unsealed road will have an issue with dust. There are a number of mitigating factors including wind direction, screening and the nature of traffic in the area.
- 17 However, in using every potentially eligible property in the calculation; with a 50:50 contribution (Council/Landowner), Councils share would be \$25M or \$3.5M/annum (working on a 7-year renewal cycle).
- 18 For the next 3 year period our budget is only approximately 3% of what is required (to treat everyone over time with a 50:50 contribution and provide renewals on the same basis).
- 19 Based on this significant shortfall in funding a full analysis of a number of different options (see section further down in report) have been considered on how to best utilise the \$100,000 in an equitable manner.

#### Factors to consider

##### Legal and statutory requirements

- 20 While there are no legal obligations for Council to provide dust suppressants as a service; there is a lot of research going into the detrimental health impacts of dust and therefore it would not be surprising if Council is required to respond/provide for this service in the future.

##### Community views

- 21 Those affected by dust (dwellings close to gravel roads) are very passionate about the issue as this subject was well presented/heard during the LTP submissions.
- 22 No direct views have been sought from the community as to how the \$100,000 would be best distributed to be fair and equitable to those affected by dust.

#### Costs and funding

- 23 Waka Kotahi NZ Transport Agency funding application for assistance for this activity was unsuccessful and is therefore not available this LTP (3 year) period.
- 24 Council during the LTP submission made a commitment of \$100,000 to go towards helping those affected by dust. This commitment is generated and funded from the roading rate.

#### Policy implications

- 25 Depending on the option preferred by Council; a policy covering off liability and ongoing maintenance/renewals etc may need to be developed as the next stage of this project.
- 26 Neighbouring territorial authorities with similar geographical and environmental characteristics have adopted an array of policy's in order to reduce dust nuisance. These range from:
- Being an activity or level of service that is not rated for (As per SDC previous stance)
  - Providing a subsidy (such as 50/50) towards treatment on a prioritisation basis
  - Fully rated and funded level of service
- 27 The recommended option adopted by Transport officers has been influenced by the lack of Waka Kotahi funding available. The option recommended has been proposed in order to provide an equitable service that benefits the widest group of affected households.
- 28 A policy based on the recommended option of providing associated traffic management and corridor access request fees will need to include (but not limited to) the following:
- Application process
  - Preparation requirements of road surface
  - Liability of ongoing maintenance and renewals
  - Public use rights
  - Performance matters
  - Insurances
- 29 If additional funds can be sought as part of the next LTP; then the proposal of the best utilisation of budget available is likely to change to either a subsidised treatment option and/or a service that can be added to the applicant's rates.

#### Analysis

##### Options considered

- 30 Numerous options have been considered on the best way to utilise the \$100,000 budget currently available. These have included different subsidy ratios, but for the purposes of this report only the 50:50 option have been reported on as the advantages/disadvantages remain the same.

## Analysis of options

### Option 1 – 50:50 contribution for OTTA seal/other approved dust suppressant application

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• good subsidy for those who receive</li><li>• proportionally reduces the burden ratepayers.</li></ul>	<ul style="list-style-type: none"><li>• prioritising who receives the subsidy</li><li>• low numbers benefit per year.</li></ul>

Approximately 13-14 applicants could be treated per year with an OTTA seal with 50:50 contribution up to a total of \$200,000.

### Option 2 – Prioritise the highest risk road(s) and seal/treat it

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• most affected road(s) benefits (rather than just those who can afford to pay a contribution)</li><li>• no prioritisation of subsidies required</li><li>• long term solution for high risk roads.</li></ul>	<ul style="list-style-type: none"><li>• majority of affected parties will miss out from any benefit</li><li>• additional sealed network to maintain going forward.</li></ul>

Approximately 250m of road could be dressed up and sealed (traditional chip seal) for the \$100,000.

Option 3 – **Treating the areas that become maintenance issues that are not applicant's** responsibility (small areas between treated surfaces, or adjoining with nearby intersections etc

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• applicants aren't burdened of additional costs due to their location</li><li>• fair and equitable</li></ul>	<ul style="list-style-type: none"><li>• not treating the areas that actually benefit users from dust (but has other benefits in the form of Level of Service and maintenance)</li><li>• still unaffordable for the majority.</li></ul>

Approximately a total of 600m of road could be dressed up and OTTA sealed for the \$100,000.

### Option 4 – Council to subsidise permit and associated traffic management costs

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"><li>• available to everyone</li><li>• fair and equitable</li><li>• Council will not be seen as an additional barrier (process/costs associated with the changes ES have initiated).</li></ul>	<ul style="list-style-type: none"><li>• no subsidy for the treatment itself (only the other associated costs)</li><li>• likely to still be unaffordable for the majority</li></ul>

Corridor access request applications for dust suppressants cost \$65 and the estimated cost of traffic management for initial application plus curing time is approximately \$3,500 per site. Therefore, a total of about 28 applicants could receive this benefit for the \$100,000 budget.

Option 5 – Council to provide a service through a targeted rating system

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> <li>• available to everyone</li> <li>• fair and equitable</li> <li>• most affordable option for most</li> <li>• sustainable solution.</li> </ul>	<ul style="list-style-type: none"> <li>• high administration/set-up with multiple rate types required each year</li> <li>• Interest costs on amounts borrowed</li> <li>• there could be interest costs if funds need to be loaned.</li> </ul>

Conversations have started around how this option could potentially work with the finance team. Early indications are that there are a few barriers to overcome, including Commerce Commission compliance in relation to Credit Contracts Act. The comparable model of the Healthy Homes Scheme; is currently under review by a number of Councils in relation to the Credit Contracts Act, and therefore this may mean this option will not be viable. If viable, this option has a lot of merit as the cost / benefit stays with the property not the individual even if the property is sold. This option will take a number of years to deploy.

Assessment of significance

- 31 Based on the Council's Significance and Engagement Policy and given that any decision made is in line with the Long Term Plan, it is believed that the decision made based on this recommendation is not significant.
- 32 The decision seeks the best way to distribute the available funds.

Recommended option

- 33 Short term: option 4 – Council to subsidise permit and associated traffic management costs.
- 34 Transport recommend option 4 as it is the option considered the most fair and equitable that all affected parties can benefit from; given the small budget available that can be deployed quickly.
- 35 Medium term: option 5 – Council to provide a service through the rating system.
- 36 Subject to Council's approval; strategic transport will continue internal interdepartmental conversations to work towards a service for dust suppressants that the costs to applicants can be added to their rates if they desire.

### Next steps

- 37 Develop a policy based on the approved option. This policy will cover off liability and ongoing maintenance of treated sites.
- 38 Advertise the service to the community for potential up-take prior to the upcoming dry (dusty) season.

### Attachments

*There are no attachments for this report.*



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## Services and Assets Programme Report

Record No: R/21/8/45916

Author: Carolyn Davies, Executive assistant

Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision

☐ Recommendation

☒ Information

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### Summary

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

### Recommendation

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Programme Report” dated 17 August 2021.**

### Attachments

- A *Services and Assets Programme Report - 24 August 2021* [↓](#)



# Services and Assets programme report

**Reporting period from 1 July 2021 to 31 July 2021**

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Prepared by Carolyn Davies

Southland District Council  
Te Rohe Pōtae o Murihiku

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## Executive summary

The new year is now well underway with \$3.2m of works turned over in July and the 2021/2022 works programme has started to be prepared for market with (EOI) expression of interest out on the \$1.6m toilet package and the first roading works package out on GETS (government electronic tendering system), Ulva Island is now progressing with EOI phase complete and design and build contractors shortlisted and selected for the next stage.

Planning of the additional TIF (Tourism Infrastructure Fund) works is well underway with a project control group set up and looking to secure extra resource to help with the design and consent stages of the Manapouri and Te Anau projects.

The contractors drop in sessions were completed in the first weeks of August with contractors from around the region attending in person or by Zoom, the sessions were well received and some very good discussions on upcoming works and how contractors can be involved. Drop in sessions have been requested to be held yearly and regular updates provided out to the SDC master database. Contractors have been advised to become approved to join the database.

Te Anau waste water project is still continuing in the commission phase with some extra tuning required to the SDI field and replacement of some faulty values.

The three waters stimulus programme is progressing very well, with 12 of the 25 projects now complete and all \$13.5m is on track to delivered to funding requirements.

## Activity overview

### Completed projects in the last reporting period include

- 20-21 Footpath programme
- Geotechnical investigations of the new bridge packages.

### Projects due to start construction within the next two months

- Taramea Bay toilet replacement
- 2021 - 22 bridge packages
- Moores Reserve track works
- 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

- overall reporting structure is still to be reviewed – this is going to be done in line with a review of all reports across Council's activities.

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	Community Resources	Transport - Roading	Transport - Other	Three Waters	Totals
<b>2021-22 Annual Plan budget</b>	6,812,429	17,962,895	2,811,810	17,475,335	45,062,469
<b>2020-21 carry forward movement</b>	-	-	-	-	-
<b>2021-22 approved unbudgeted expenditure</b>	-	-	-	-	-
<b>2021-22 total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date</b>	6,812,429	17,962,895	2,811,810	17,475,335	45,062,469
<b>Total Forecast movements to date</b>	-	-	-	-	-
<b>Current approved budget to date</b>	6,812,469	17,962,895	2,811,810	17,475,335	<b>A: 45,062,469</b>
<b>Actual costs to 31 July 2021</b>	6,963	1,461,041	-	1,786,213	3,254,217
<b>Estimated Year end forecast</b>	6,812,469	17,962,895	2,811,810	17,475,335	45,062,469
<b>Estimated cost to complete</b>	6,805,506	16,501,854	2,811,810	15,689,122	41,808,252

THREE WATERS STIMULUS FUNDING	Budget	Committed to date	Balance to be committed	Costs To date	
20-21 - 3 Waters Stimulus Funding	4,443,625	4,443,625	-	2,608,180	
20-21 Contribution to Te Anau Waste Water Project	2,000,000	2,000,000	-	2,000,000	
20-21 Contribution to ES Flood Protection	80,000	80,000	-	80,000	
20-21 Contribution to 3 regional collaboration	560,000	169,247	390,753	169,247	
21-22 - 3 Waters Stimulus Funding	6,446,375	3,147,952	3,298,423	852,850	
<b>Total Stimulus funding</b>	<b>13,530,000</b>	<b>9,840,824</b>	<b>3,689,176</b>	<b>5,710,277</b>	<b>13,530,000</b>
OTHER CAPITAL ACTIVITIES	Corporate Services - IT	Other			Totals
2021/22 approved Budget	923,210	942,724			<b>B: 1,865,934</b>
		<b>Totals across all Activities</b>			<b>A + B = \$46,928,403</b>

#### Clarifications

1. Currently approximately \$5m in potential carry forward risk across the programme, final values are still being worked through and will be reported on next month.
2. Additional TIF budgets not included in above yet.
3. Three waters Stimulus funding budgets are still to be changed to match the carry forward process.
4. Transport - other includes airport, cycle trail and water facilities (Council Harbours and Jetties)
5. Other includes all other capital expenditure such as library book, vehicles, computer hardware, furniture and fittings and wheelies bins.
6. Three waters Stimulus Funding budgets are included in the three waters activity budget above.
7. Totals across all activities is Council's total capital budget plus maintenance projects

#### Major projects across 2021/2022 financial year

Code	Project Name	Activity Name	Budget Value
P-10155	Te Anau waste water treatment plant (SF)	Waste water	\$1,445,000
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

Code	Project Name	Activity Name	Budget Value
Various	Toilet package works	Community resources	\$1,600,000
P- 10745	Winton library upgrade	Community resources	\$1,300,000
P- 10468	Riversdale waste water treatment plant	Sewage	\$1,300,000

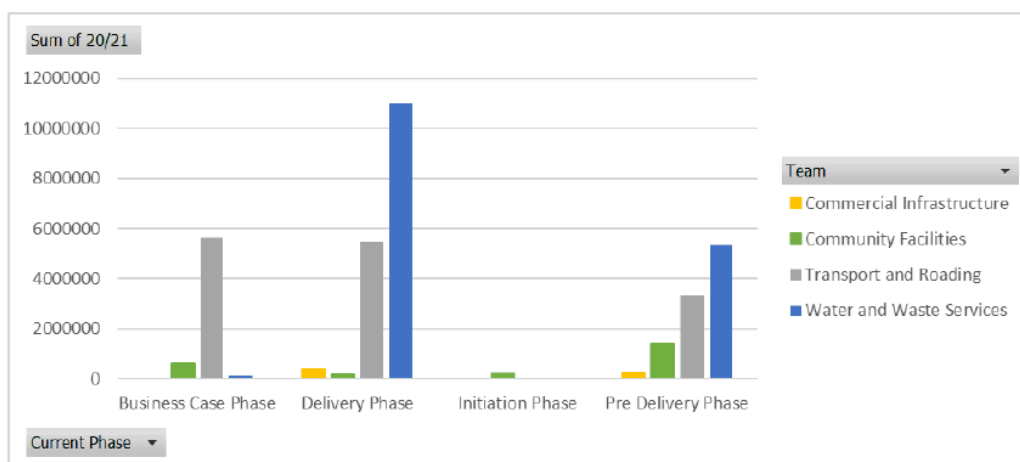
### Capital works programme critical risk graph

SDC Works programme Key Risks					<table><tr><th colspan="2" rowspan="2"></th><th colspan="5">Consequence</th></tr><tr><th>Negligible 1</th><th>Minor 2</th><th>Moderate 3</th><th>Major 4</th><th>Catastrophic 5</th></tr><tr><th rowspan="5">Likelihood</th><td>5 Almost certain</td><td>Moderate 5</td><td>High 10</td><td>Extreme 15</td><td>Extreme 20</td><td>Extreme 25</td></tr><tr><td>4 Likely</td><td>Moderate 4</td><td>High 8</td><td>High 12</td><td>Extreme 16</td><td>Extreme 20</td></tr><tr><td>3 Possible</td><td>Low 3</td><td>Moderate 6</td><td>High 9</td><td>High 12</td><td>Extreme 15</td></tr><tr><td>2 Unlikely</td><td>Low 2</td><td>Moderate 4</td><td>Moderate 6</td><td>High 8</td><td>High 10</td></tr><tr><td>1 Rare</td><td>Low 1</td><td>Low 2</td><td>Low 3</td><td>Moderate 4</td><td>Moderate 5</td></tr></table>								Consequence					Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5	Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25	4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20	3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15	2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10	1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5
		Consequence																																																			
		Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5																																															
Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25																																															
	4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20																																															
	3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15																																															
	2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10																																															
	1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5																																															
Likelihood / Impact (Likelihood x Impact = Risk Score)																																																					
Red		(15-25)		Extreme																																																	
Orange		(8-12)		High																																																	
Yellow		(4-6)		Moderate																																																	
Green		(1-3)		Low																																																	
Ref No.	Works Programme Risks	RISK FACTORS Post mitigation			Mitigation Actions																																																
		Likelihood	Impact	Risk Score																																																	
1	Covid 19 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 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, Contractors engagement sessions were held in early August with good response																																																
3	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																																																
4	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																																																
5	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 Rooding	Water and Waste Services	Grand Total
Business Case Phase		\$637,036.00	\$5650,000.00	\$115,000.00	\$6,402,036.00
Delivery Phase	388722.00	\$191,350.00	\$5,483,925.00	\$11,008,052.00	\$17,072,049.00
Initiation Phase		\$220,809.00		\$16,477.00	\$237,286.00
Pre Delivery Phase	\$246,357.00	\$1,406,928.00	\$3,345,000.00	\$5,345,238.00	\$10,343,523.00
<b>Grand Total</b>	<b>\$635,079.00</b>	<b>\$2,456,123.00</b>	<b>\$14,478,925.00</b>	<b>\$16,484,767.00</b>	<b>\$34,054,894.00</b>

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 has been working with the finance team to complete the year process.

We are now working through the process of packaging up the capital works programme so that it can go out to the market. Part of this process is engaging with our communities to let them know what we are going to deliver this financial year. The first part of this process is a communications piece that will go out in the First Edition.

In addition to this there is also a drive to engage with the contracting market so that they are aware of the amount of work that is coming within the 2021/22. Two drop sessions have been arranged so that staff can update interested parties on the works programme and Council's approved contractor requirements.

There are still some projects from the last financial year that are yet to be completed. A lack of contractor resource and a delay in materials has contributed to these projects not being completed.

The activity management plan maturity assessment has identified some gaps in our existing plans and we will be working through how to address these issues to bring the plans up to the levels recommended in the assessment.

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

Work is continuing with the fire evacuation plans for all of the halls. Plans have been lodged with FENZ and are now awaiting approval. Staff are working with the community leadership team and the community boards to meet with hall groups and their communities to inform them of the changes to the FENZ requirements and the changes in the hall management structure. These conversations have generally been positive and clarified some misunderstanding around Council process.

The Waikaia mowing contract became effective on 1 July 2021 however the contractor (Waikaia Progress League) has yet to meet their requirements to become an approved contractor. They were issued the contract in January 2021 so have had seven months to meet these requirements.

The Otatau gardening contract is yet to be finalised. Staff have been working with the incumbent contractor to finalise the contract. This will require an unbudgeted expenditure report as the quoted price from the contractor exceeds the budget that was set in the LTP.

The Tuatapere gardening contract is yet to be finalised. Staff have been working with the incumbent contractor however they are struggling to meet the traffic management requirements to bring them up to an approved primary contractor with Council.

The gardening contracts in Ohai and Edendale/ Wyndham have been picked up by the work scheme team.

The Northern Community Board is looking at rationalising their gardens before entering into a new contract.

## Water and waste

### Te Anau waste water treatment plant upgrade

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, but has encountered a design issue with the main SDI field valves. This issue is being currently reviewed by Stantec and Peter Gearing in order to find a workable solution.

This delay will potentially cause delays to the Membrane plant commissioning and progression to waste water.

### Stimulus programme

Lakefront Drive watermain upgrade is still progressing well with the new section of main installed from the water treatment plant up to Mokoroa Street.

Significant progress has been made with the Havelock Street watermain in Riverton, Hastings Street watermain in Ohai and Lumsden watermain projects from the stimulus programme. 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 TMP's submitted for 4 of the 5 packages for review, prior to work commencing.

Design is well underway now for the Caswell Road sewer upgrade. This project will now also encompass the Te Anau watermain renewal project which is included in the LTP.

### Wastewater

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.

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## Roading

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### Projects in progress

Southern bridges (9) replacement package, the physical construction of 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.

Resurfacing treatment selection meetings have been held with Downer and Fulton Hogan for each of the respective resurfacing contract in order to finalise the resurfacing treatments for the 2021/2022 reseal programme.

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

The footpath programme is needing to be reviewed as a result of the significant reduction from Waka Kotahi for this work activity. On completion each of the Community Boards will be advised of the outcome, impacts and options going forward.

### Design phase

Survey and design work for the 2021/2022 rehabilitation season is tracking well with the first design been reviewed including onsite inspection prior to being released to market during August.

The 2021/22 bridge programme has also been reviewed following the reduction in funding and 6 bridges have been identified for replacement. All 6 already have geotechnical work completed in readiness for replacement. Technical aspects of the replacement and tender documents are currently underway.

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## Commercial infrastructure

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A specification document for test pits and piezo installation, to inform runway renewal design at Manapouri, is being prepared and due for action in August.

The replacement diesel genset for SIESA has arrived on the island and is currently being installed

A faulty power transformer has been removed to the mainland for further investigation. A short term solution may be required until a new replacement unit can be delivered.

### Progress photos



*Membrane plant*



*Membrane rack*

## Te Anau Wastewater Scheme Update to Committee

Record No: R/21/8/45919

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 24 June to end July 2021.

### Recommendation

That the Services and Assets Committee:

- a) **receives the report titled “Te Anau Wastewater Scheme Update to Committee”** dated 18 August 2021.

### Attachments

- A Te Anau wastewater scheme report to Services and Assets - 24 August 2021 [↓](#)

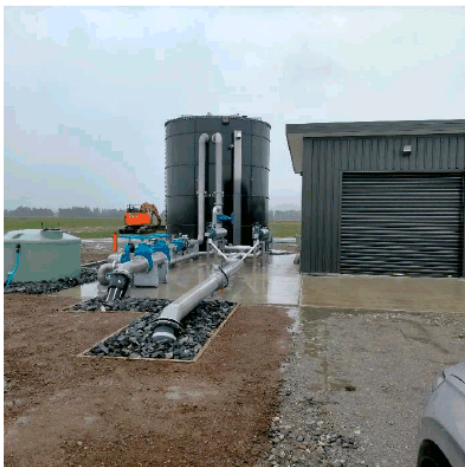


# **Te Anau Wastewater Scheme**

## **Report to Services and Assets Committee**

Progress report

August 2021



## Executive summary

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

### Overview

This period has seen no health and safety incidents or breaches, but the project is excited to celebrate in excess of 80,000 onsite construction hours, this excludes all design components.

Other key milestones achieved with the completion of construction on the Kepler SDI site and only minor civil works and membrane installation remaining at the Te Anau membrane site.

The commissioning process began at the Kepler SDI disposal site on 12 July, some three days later than previously advertised. The headworks commissioning was completed first, with all criteria accomplished and exceeded, the commissioning was then extended to the 40 disposal fields.

This stage met with one major complication that will result in a significant change in the design parameters for the SDI fields control logic and possibly physical hardware. The issue is isolated to the specified Cometel pressure sustaining pilot valves. The Australasian supplier has confirmed there is a manufacturing issues with the pilot valve regulator and he has dispatched several modified versions to help improve the valve performance.

Although with the modifications complete there is still deliberation around the suitability of the Cometel valve and its ability to perform within the SDI parameters required. Therefore, Stantec has been requested to scrupulously explore the ability for the design control parameters to be redesigned to have the system run to a pressure set point created by the Kepler SDI irrigation pumps. Should hardware need to be replaced, delays could exceed 6-12months and will amount to additional costs for the project.

There is a possible alternative option that would have the system commissioned as programmed and ensure the integrity and conformance of the dripper line manufactures requirements. At the date of author of this report, Stantec were conducting a report to submit to the Southland District Council 5 August 2021 confirming the either above option or hopefully additional options to ensure minimal delays.

With the current status of the Kepler SDI field main valves, the recommendation to the membrane head contractor to proceed with the commissioning of the membrane plant, with waste water, will not be given by the Southland District Council.

### Te Anau membrane plant

This reporting period has seen major milestones achieved on the Te Anau membrane site, with the completion of the additional storage component and the near completion of the final civil works and access road.

The membrane skids have been fully installed, with the membrane filters being installed once commissioning approval is given. The membrane plant has the ability to sit in its current status should the membrane commissioning process be extended.

Dry commissioning will commence next early August on the site to test all inwards and outwards and electrical and pneumatic integration and continuity.

### Kepler SDI disposal field

The Kepler SDI site has seen all construction activities completed, with only minor defects remaining to be resolved by the head contractor. The commissioning process began at the Kepler SDI disposal site on 12 July, some three days later than previously advertised. The headworks commissioning was completed

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first, with all criteria accomplished and exceeded, the commissioning was then extended to the 40 disposal fields.

This stage met with one major complication that will result in a significant change in the design parameters for the SDI fields control logic and possibly physical hardware. The issue is isolated to the specified Cometal pressure sustaining pilot valves. The Australasian supplier has confirmed there is a manufacturing issues with the pilot valve regulator and he has dispatched several modified versions to improve the valve performance.

Although with the modifications complete there is still deliberation around the suitability of the Cometal valve and its ability to perform within the SDI parameters required. Therefore, Stantec has been requested to scrupulously explore the ability for the design control parameters to be redesigned to have the system run to a pressure set point created by the Kepler SDI irrigation pumps. Should hardware need to be replaced, delays could exceed 6-12months and will amount to additional costs for the project.

There is a possible alternative option that would have the system commissioned as programmed and ensure the integrity and conformance of the dripper line manufactures requirements. At the date of author of this report, Stantec were conducting a report to submit to the PCG on 5 August 2021 confirming the either above option or hopefully additional options to ensure minimal delays.

### **Main pipeline**

During the Kepler SDI commissioning process, in excess of 4m litres of potable water from the Te Anau township was pumped from the Te Anau membrane plant along the pipeline to the Kepler SDI field successfully, this process placed the pipeline under normal operational stress, in which it performed well.

### **Pasture management**

The fourth cut has been completed and yielded 88 bales, bring the total season yield to 2,588 bales. The site is being prepped for re-grassing of the dripper line affected areas, this will be completed as soon as practical allowed by the weather conditions.

### **Covid-19 delays**

There is no outstanding delayed for the greater project.

### **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 Fiordland Sewer options accepted an invitation by the Southland District Council to visit the Kepler SDI disposal field during the commissioning process and we able to view the plant in its full operational state.

## 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 contractor's onsite during construction and all onsite audits and safety observations completed by Southland District Council staff.

- 80,329 man hours completed to date on site
- 0 lost time injuries recorded to date.

## Environmental

During the commissioning of the Kepler SDI site, there has been no identified issues that would deem to compromise the integrity of Kepler SDI site or create environmental concerns.

## Project programme

### Key milestones in the last reporting period include

#### Membrane treatment plant

- installation of the remaining section of membrane skids
- 95% completion of access track formation of landscaping.

#### SDI irrigation

- completion of installation of the SDI dripper line and manifolds
- commencement of the Kepler SDI commissioning
- completion of filed 1 – 40 flushing and cleaning.

#### Te Anau Transfer Pipeline

- pumping of Te Anau potable water from Te Anau membrane site to Kepler SDI site
- completion of the fibre connection into air valve 6, including splicing into main fibre line
- full completing and testing of the Te Anau to Manapouri fibre connection, including to all 40 disposal fields.

#### Programme risk

- inability of Stantec and Peter Gearing to conclude with a suitable solution for poor performing Comet valves, resulting in 6-12 months delays in full commissioning
- Stantec's late delivery of tasked items, delays in project completion, resulting in additional costs by contractors to the principal
- air omission for elevated undulating ground, dripper emitters draw in dirt, not air from air valves
- Covid-19 escalations within New Zealand and new strains world-wide.

## Master programme dates

ITEM	KEY START DATE	KEY COMPLETION DATE	ON/ OFF TRACK/ FORECAST CHANGES
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 awaiting approval to Commission
Package 4b (SDI Field)	5 October 2020	June 2021	Construction complete, currently Commission
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 and has been load tested to ensure integrity and cleanliness prior to progressing to waste water and is awaiting being placed into full service.

### Package 4a MF plant, additional storage

This reporting period has seen no health and safety breaches on this site, with all critical works complete.

This reporting period has seen major milestones achieved on the Te Anau membrane site, with the completion of the additional storage component and the near completion of the final civil works and access road.

The membrane skids have been fully installed, with the membrane filters being installed once commissioning approval is given. The membrane plant has the ability to sit in its current status should the membrane commissioning process be extended.

Dry commissioning will commence next week on the site to test all inwards and outwards and electrical and pneumatic integration and continuity.

The building Code Compliance Certificate has been applied for and is currently under review with the Southland District Council, this process is expected to take 2-3 weeks, with the intentions of having full building compliance signed off prior to the membrane plant going into full service.

### 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.

Commissioning will begin at the Kepler SDI site on 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.

The building Code Compliance Certificate has been applied for and is currently under review with the Southland District Council, this process is expected to take 2-3 weeks, with the intentions of having full building compliance signed off prior to the membrane plant going into full service.

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

### **Pasture management**

The fourth cut has been completed and yielded 88 bales, bring the total season yield to 2,588 bales. The site is being prepped for re-grassing of the dripper line affected areas, this will be completed as soon as practical allowed by the weather conditions, the next season cut and carry will happen prior to December 2021.

### **Package 5 professional fees**

Professional fees are ongoing throughout the project delivery. With the design portion of the project nearing completion, Stantec has 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	\$5,249,348.07
Package 3 additional storage	\$979,440.00	\$871,102.96	\$989,440.00
Package 4 membrane plant	\$8,520,560.00	\$7,988,261.96	\$8,759,434.47
Package 4b (SDI field)	\$5,266,362.00	\$4,944,637.04	\$5,189,965.98
Package 5 (professional fees)	\$2,375,956.00	\$3,259,933.41	\$3,347,433.41
Package 6 (consents)	\$600,000.00	\$998,883.53	\$1,025,483.53
General work item	\$200,000.00	\$123,454.08	\$146,942.08
Construction contingency	\$2,739,357.50		
<b>TOTALS</b>	<b>\$27,019,939</b>	<b>\$24,343,912.25</b>	<b>\$25,616,338.75</b>

## Project risks

There is an active risk register being continually reviewed for the Te Anau wastewater scheme. In this section we note the key 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)	<ul style="list-style-type: none"> <li>delay to physical commissioning</li> <li>acceptance testing abbreviated</li> <li>time and cost effects.</li> </ul>	<ul style="list-style-type: none"> <li>timeframes, milestones established and agreed with all parties.</li> </ul>
Changes to design by the Contractors not checked with designer	<ul style="list-style-type: none"> <li>unintended consequences to operability or performance.</li> </ul>	<ul style="list-style-type: none"> <li>propose that any change proposed by contractor should be formally notified to engineer via NTE.</li> </ul>