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

Date:	**Tuesday, 5 October 2021**
Time:	**9am**
Venue:	**Via Zoom/Teams (Digital technology)**

Services and Assets Committee Agenda
OPEN

MEMBERSHIP

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

IN ATTENDANCE

Group manager programme delivery	Nick Hamlin
Committee advisor	Fiona Dunlop

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Website: www.southlanddc.govt.nz

Full agendas are available on Council's website
www.southlanddc.govt.nz

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

Health and safety – emergency procedures

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

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

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

Phones – Please turn your mobile devices to silent mode.

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

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

Terms of Reference – Services and Assets Committee

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

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

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

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1 Apologies

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

2 Leave of absence

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

3 Conflict of interest

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

4 Public forum

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

5 Extraordinary/urgent items

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

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

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

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

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

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

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

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

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

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

6 Confirmation of minutes

6.1 Meeting minutes of Services and Assets Committee, 24 August 2021

Services and Assets Committee

OPEN MINUTES

Minutes of a meeting of Services and Assets Committee held via Zoom (digital technology on Tuesday, 24 August 2021 at 9.01am (9.01am – 10.41am).

PRESENT

Chairperson	Ebel Kremer
	Mayor Gary Tong (9.01am – 9.55am)
Councillors	Don Byars
	John Douglas
	Paul Duffy
	Bruce Ford
	Darren Frazer
	George Harpur
	Julie Keast
	Christine Menzies
	Karyn Owen
	Margie Ruddenklau
	Rob Scott

APOLOGIES

Mayor Tong (early departure)

IN ATTENDANCE

Group manager programme delivery	Nick Hamlin
Committee advisor	Fiona Dunlop

1 Apologies

Mayor Tong advised that he would need to leave the meeting early.

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

That the Services and Assets Committee accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of interest

There were no conflicts of interest declared.

4 Public forum

There was no public forum.

5 Extraordinary/urgent items

There were no extraordinary/urgent items.

6 Confirmation of minutes

Resolution

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

That the Services and Assets Committee confirms the minutes of the meeting held on 13 July 2021 as a true and correct record of that meeting.

Reports

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

Record No: R/21/7/43908

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 Scott **and resolved:**

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.

7.2 Road Operations - June 2021

Record No: R/21/6/37354

Roading engineer – 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 roading contracts and provide the necessary context to the 2020/2021 budget.

Resolution

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

That the Services and Assets Committee:

a) receives the report titled "Road Operations - June 2021" dated 18 August 2021.

7.3 Dust suppressant - options report

Record No: R/21/8/45822

Roading Asset Manager - Roy Clearwater was in attendance for this item.

Mr Clearwater adviser that purpose of the report is to outline options for the policy position associated with the $100,000 per annum commitment Council made as part of the Long Term Plan process towards dust suppression.

The Committee noted that the changes to the proposed Environment Southland Southland Water and Land Plan, means that used oil is a recognised hazardous substance and can no longer be applied as a dust suppressant.

(Mayor Tong left the meeting at 9.55am.)

During discussion on the report further information was sought on the matter. The Chair advised that the report would lie on the table until a further meeting of the Committee.

Resolution

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

That the Services and Assets Committee:

a) Lies the report on the table.

7.4 Services and Assets Programme Report

Record No: R/21/8/45916

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 17 August 2021.

7.5 Te Anau Wastewater Scheme Update to Committee

Record No: R/21/8/45919

Senior projects manager Geoff Gray was in attendance for this item.

Mr Gray 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 24 June 2021 to the end of July 2021.

Resolution

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

That the Services and Assets Committee:

a) receives the report titled "Te Anau Wastewater Scheme Update to Committee" dated 18 August 2021.

The meeting concluded at 10.41am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE SERVICES AND ASSETS COMMITTEE HELD ON TUESDAY 24 AUGUST 2021.

DATE:.....

CHAIRPERSON:.....

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

Record No: R/21/9/51566
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 100% for August 2021 which is the same as the previous month.

Compliance (Drinking-water)

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

Compliance (Environmental)

5 There were no non-compliant waste water tests during August.

Operations and Maintenance

6 57 service request calls were received for August 2021 including 29 water, 17 rural water, and nine sewer.

Minor Capital Projects

7 All the minor capital projects awarded to Downer in 20/21 are completed and the 21/22 programme is being undertaken in conjunction with Covid stimulus work.

Financial

8 There were no outstanding variations.

Customer Service

9 There were 56 service requests received and none recorded as resolution time exceeded.

Health and Safety

There were no safety incidents in August 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 August 2021" dated 29 September 2021.

Attachments

A Monthly Downer Report - August 2021 ⇩

SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

MONTHLY SUMMARY REPORT - AUGUST 2021

SOUTHLAND DISTRICT COUNCIL Te Rohe Potae o Murihiku

Downer

KPI LEVELS OF SERVICE

CATEGORY	NO.	KEY PERFORMANCE INDICATOR	TARGET	AUGUST 2021	COMPLIANT Y,N or N/A
HEALTH & SAFETY	1^	LTI - The number of Lost Time Injuries (LTI's) over 12 month period	0.00035% lost time of total hours worked to date	0	Y
	2^	MTI - The number of Medical Time Injuries (MTI's) over 12 month period	</= 2 per year	0	Y
	3^	SI - The number of Safety Incidents (SI) (ie Near Miss, Hazard Identification, LTI, SI, MTI), investigation results and lessons learnt	</= 5 per month	0	Y
	4^	TRIFR - Total Recordable Injury Frequency rate (includes LTI, MTI & SI)	</= 3	0	Y
	5^	EI - The number of Environmental Incidents (EI) (ie Near Miss, pollution events, infringements) investigation results and lessons learnt	</= 5 per year	0	Y
TREATMENT OPERATIONS	6#	Water Quality Compliance - The percentage of sampled water non-compliance compared to the regulatory requirements	100%	100	Y
	7#	Drinking Water Quality - The number of drinking water complaints. To be measured monthly.	</= 5 per year	0	Y
	8#	Boil Water Alerts to Public - Excludes Eastern Bush	0 per year	0	Y
	9#	Plant Discharge Compliance - The number of wastewater discharge tests not complying within regulatory guidelines.	100%	100	Y
	10#	Percentage samples taken in accordance with the Resource Consent requirements **(Dispensation to be requested if required).**	100%	100	Y
	11^ #	Percentage of Requests for Service responded to within required timeframes.	Not less than 90%	100	Y
WASTEWATER	12^ #	Overflow Containment/Response	95% contained within SLA	0	Y
	13 #	Overflows Incidence - The number of repeat overflows on a customer service/property.	</= 5 per year	0	Y
WATER NETWORK	14 #	Pressure Complaints (urban supplies) - The number of pressure complaints below minimal supply requirements reported monthly	</= 2 per month	2	Y
	15^ #	Number of non-notified shutdowns across all urban water systems.	</= 20 per year	0	Y
	16^ #	Shutdown Notifications (no longer than six hours)	95% contained within SLA	0	Y
PEOPLE / HR	17*	Staff Turnover - Rate of staff turnover specifically relating to Treatment Plant Operators.	</= 80%	100%	Y
	18	Contractor Overtime - Monthly measure of the contractor overtime levels.	Average hours worked less than 55 hours per week	36.82	Y
	19	Absenteeism - Absenteeism rate.	Operational capacity	92%	Y

Performance Evaluation		
	A Total number of Y's	19
	B Total number of N's	
	A + B	19
	OPR = 100 X (A/(A+B) %	100%

JUL 21	AUG 21	SEP 21	OCT 21	NOV 21	DEC 21	JAN 22	FEB 22	MAR 22	APR 22	MAY 22	JUN 22
100%	100%										

HEALTH & SAFETY INDICATORS

Description	Employees		Sub-Contractor	
	Current Month	Year to Date	Current Month	Year to Date
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 Safety Incidents	0	0	0	0
Number of Near misses	0	0	0	0
Total Recordable Injury Frequency Rate				
Number of Property/Plant Damages	0	0	0	0
Number of hours Worked	3,161.06	6,615.87	202	382.25
LTI Incidence Rate (1 million Hrs.)	0.0	0.0	0.0	0.0

MONTHLY SUMMARY

- August has been a busy month dealing with property flooding associated with storm water reticulation that has required cleaning or repairs due to the pipework having structural failures. The storm water network that we have worked on recently is showing signs of deterioration and requires a regular maintenance cleaning program.
- With UFB installation continuing across the southern district network, several fibre strikes have required attention and I see this work continuing, with installations presently happening in Edendale and Wallacetown. This work is very time consuming initially, to try and clear the blockage followed by CCTV to find the location of the strike for repair.

SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT

120/15/10/01

MONTHLY SUMMARY REPORT - AUGUST 2021

REQUESTS FOR SERVICE

Month	Number of Service Requests Received	Number of Service Requests responded to within time
AUGUST 2021	55	55

TREATED WATER

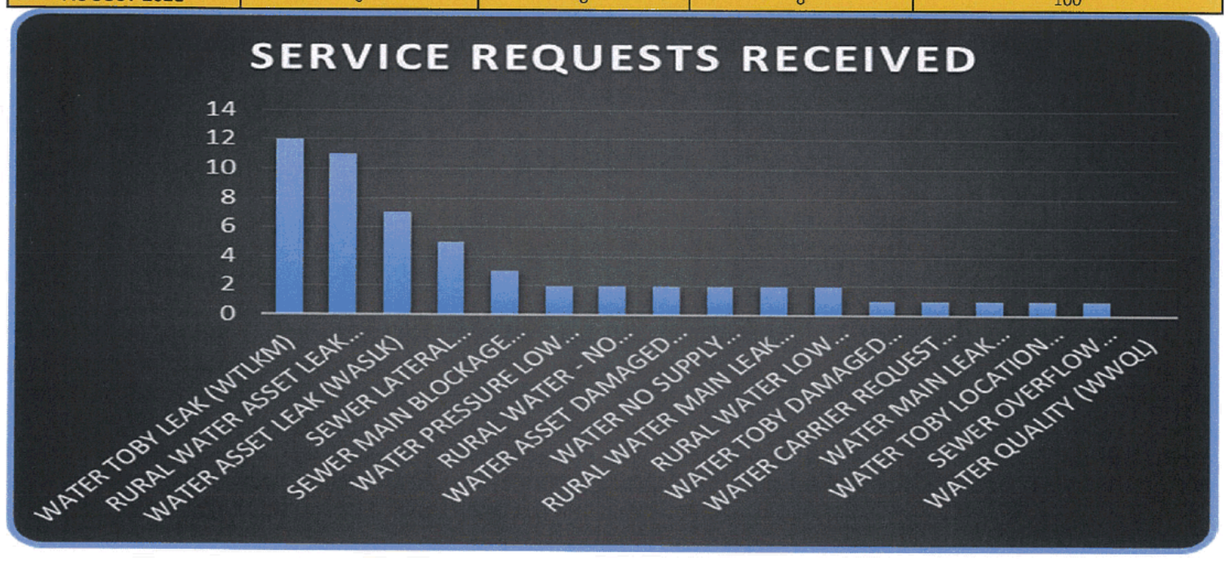
Month	Complaints regarding water quality	Cumulative Total : Quality	Complaints water quantity, pressure	Cumulative Total: Quantity, pressure	Non-Notified Shut Downs	Service Requests Responded to in time	% Response
AUGUST 2021	0	2	2	9	0	29	100

RURAL WATER

Month	RWS Low Water Pressure	Cumulative Total: Pressure	No Water Supply	Cumulative Total: Supply	Service Requests responded to in time	% Response
AUGUST 2021	2	2	2	7	17	100

WASTEWATER

Month	System Failures & over-flows	Service Requests	Service Requests responded to in time	% Response
AUGUST 2021	0	8	8	100



FINANCIAL

MINOR CAPEX WORK	TOTAL CLAIMED
Minor Capital Work	$ 358,958.14
Project Work	$ 218,169.70
TOTAL	$ 577,127.84

CLAIM SUMMARY YEAR TO DATE	TOTAL CLAIMED
SDC O&M Lump Sum YTD	$ 523,941.00
SDC O&M Capital & Project Works YTD	$ 700,558.79
TOTAL	$ 1,224,499.79

STAFFING / TRAINING

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 August:

- Confined Space Refresher—Tony Neilson, Jono Meredith, Craig Duncan

Training scheduled for September:

- STMS Practical A & B—Malcolm Hewitt
- Dangerous Goods—Dave Roy

UPCOMING WORK / RISKS

- Tuatapere Water Mains Upgrade replacing old AC pipework. Several streets are involved, replacing approximately 1.5km of 150mm and 100mm mains.
- UVT (Ultraviolet Transmission) installations at eight water treatment plants that monitor the clarity of our drinking water. If the clarity requirements are not within specification the treatment plant will shut down.

RISKS

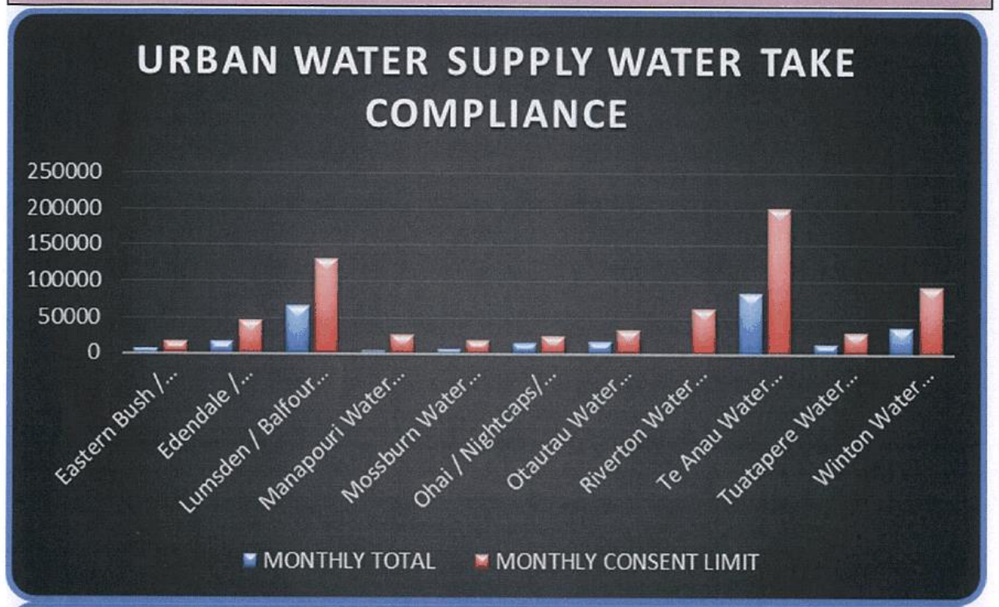
- A recent serious incident on Downers' Nelson water contract, where a utility vehicle rolled over several times on a rural property, is a timely reminder of what can happen. Personnel were carrying out a task which had been performed many times before, but needed to complete a risk assessment of the conditions on the day. This is very pertinent to the work we carry out on the rural schemes in the Te Anau basin, which has similar terrain, and when the full findings of this investigation are revealed we will apply the learnings to our contract.

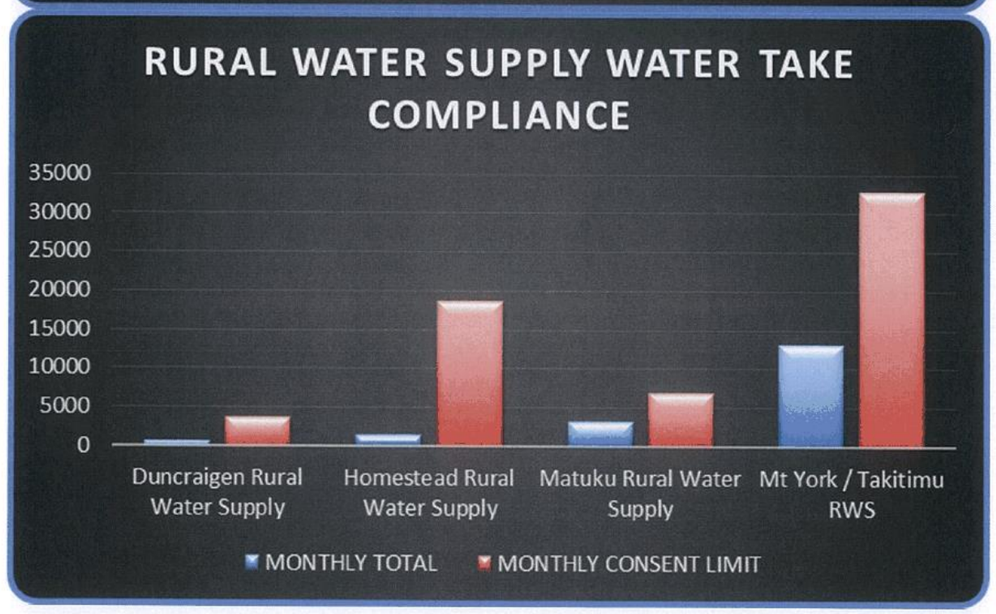
SOUTHLAND DISTRICT COUNCIL—WATER AND WASTEWATER MAINTENANCE CONTRACT
120/15/10/01
MONTHLY SUMMARY REPORT - AUGUST 2021

SOUTHLAND DISTRICT COUNCIL Te Rohe Pōtae o Murihiku

Downer

WATER TAKE COMPLIANCE





WASTEWATER RESOURCE CONSENT DETERMINAND

WASTEWATER SCHEME	Tests
Balfour	
Browns	
Edendale / Wyndham	
Gorge Road	
Lumsden	
Manapouri	
Nightcaps	86/86
Oban	
Ohai	
Otautau	32/32
Riversdale	
Riverton – Rocks	
Riverton – Townside	
Te Anau	
Tokanui	
Tuatapere	
Winton	
Total Tests Completed for Month	**118**
Total No. Compliant Tests for Month	**0**
% Compliance for Month	**100**
NON COMPLIANCE	

DRINKING WATER COMPLIANCE

WATER SCHEME	Tests
Eastern Bush	10/10
Edendale Wyndham	30/30
Lumsden Balfour	21/21
Manapouri	14/14
Mossburn	13/13
Ohai Nightcaps	16/16
Otautau	27/27
Orawia	10/10
Riverton	20/20
Te Anau	28/28
Tuatapere	27/27
Winton	27/27
Total Tests Completed for Month	**243**
Total No. Compliant Tests for Month	**0**
% Compliance for Month	**100**
NON COMPLIANCE	
There were no non-compliant tests during August	

Dust suppressant option

Record no: R/21/9/51870
Author: Hartley Hare, Strategic manager transport
Approved by: Matt Russell, Group manager infrastructure and environmental services

☒ Decision ☐ Recommendation ☐ Information

Purpose of report

1 Dust nuisance was a common theme throughout the Long Term Plan submission process. Officers presented a report to the committee on 24 August 2021 (attachment A) regarding options for dust suppression. Following discussion by the meeting the committee resolved to lie the report on the table.

2 The purpose of this report is to discuss the further work undertaken by officers to operationalise and prioritise Council funding contributions towards semi-permanent seal dust treatment. This does represent a change in approach and policy by Council as determined through the 2021 LTP.

New information

3 Officers have undertaken further investigations into the establishment of a prioritisation process for subsidised semi-permanent dust applications along with consideration of a process for non-subsidised applications.

4 In addition, and subsequent to the committee meeting on 24 August 2021, Council were notified of the final approved funding from Waka Kotahi NZ Transport Agency (Waka Kotahi). The final approval had substantially increased from what Council had previously been advised of.

5 Council has now received total budget approval to around $950,000 from Waka Kotahi (52% of this is from Waka Kotahi) for the next three years.

6 As a result of the further work undertaken to achieve an outcome for the meeting, recommendations from the report will need to be replaced.

7 The following are the recommendations from 24 August 2021 report.

That the Services and Assets Committee:

a) receives the report titled "Dust suppressant option" dated 29 September 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.

Discussion

Prioritisation

8 Historically waste oils were used as a cost-effective manner to mitigate against dust. Changes brought about through Environment Southland's proposed Water and Land Plan have effectively eliminated this as an option.

9 As a result, dust as a nuisance was a common theme through the Long Term Plan submission process.

10 Officers undertook work in relation to identifying a standard mechanism for considering subsidised semi-permanent dust applications, prioritisation and investment decision making when assessing the need to mitigate dust from unsealed roads.

11 It is the officer's proposal to adopt the Waka Kotahi NZ Transport Agency criteria for calculating a site dust risk score (based on NZTA research report 590). A total of 12 factors are considered in the risk assessment, each of the factors fall into one of three key categories

- traffic (number of cars, trucks and speed)
- receptors (houses, schools, marae etc. within 80m of roadway)
- site characteristics (location of roadway, logging route etc.)

12 The site dust risk score is calculated by totalling the scores for each of the 12 factors. This provides a first order assessment and the potential benefit gained by mitigating dust for that section of unsealed road along with action to be taken. Sites which score 10 points may receive a benefit from carrying out a dust mitigation treatment. For a copy of the factors and tables please refer to attachment B.

13 Utilising this methodology, officers have carried out a desktop exercise across the network and have looked at some specific sites in more detail to test the criteria. The highest individual score obtained was 18, and in total there were 2,859 sites that obtained a medium risk rating. Attachment C contains a worked example of a road that has been reviewed in more detail as part of the validation work.

14 Where example scoring has been undertaken, the outcome of this process aligned with officers' general knowledge and expectation of the network.

Application process

15 Residents can apply for a semi-permanent seal (standard form and specification to be developed) to be applied to a section of road. Locations will then be prioritised based on the risk criteria outlined above.

16 Application for subsidy of a semi-permanent seal will only apply for dwelling constructed prior to the adoption of this process.

17 In order to assist with network management and obtain synergy for contractors doing to the work, it is recommended that formal application be made to Council by the end of July each year. This will be supported by a 'call for applications' which will be advertised through appropriate media channels in a similar fashion to that carried out for the 'no spray' registration.

18 This will allow time for applications to be assessed and priorities assigned in line with available budgets and resourcing. In addition, this will allow for contractors to commence works in spring.

19 Once the prioritisation is completed, applicants will be contacted and advised if they have made the priority list or not. Those who have made the list for the season will then be required to pay a deposit.

20 For those applicants who did not make the prioritised list, they will be given the option to fully fund the treatment or look to be reassessed the following year.

21 It is also anticipated that the application forms completed and submitted will be used as a basis of an agreement between Council and applicants to capture maintenance and renewal responsibilities.

22 It is proposed that Council will maintain the agreed semi-permanent dust suppressant for a period of up to five years once completed (but this could be more depending on performance and maintenance costs) and that any renewal or reapplication of the semi-permanent dust suppressant will be in line with Council policy at the time of renewal.

23 Considering the changes with the funding, timing to develop a process, call for application etc a modified process will need to be run for the 2021/2022 season.

24 It is anticipated that it would be unlikely to achieve much in terms of physical works prior to Christmas as part of this season.

Risk

25 If not managed correctly there is a risk where multiple sections of treatment are required, or a treatment section is in close proximity to an existing sealed road, that a treatment will need to be extended to create a 'link between' sections.

26 This is to avoid ongoing maintenance issues and risk to road users from transition between different road surface types in close proximity to each other.

27 With any type of prioritisation and funding criteria, there is a risk that the volume of application for subsidy exceed the available budget at any given time, or not everyone meeting the minimum risk rating (score of 10 or greater) for a subsidy resulting in dissatisfaction from customers.

28 There is also a risk of customer dissatisfaction of the semi-permanent seal treatment, particularly in the initial stage while 'curing' of the surface takes place.

29 As funding from Waka Kotahi is done blocks (three yearly blocks) there is a risk around the level of funding certainty beyond 2021–2024 funding cycle.

Cost and funding

30 At the meeting on 24 August 2021 there was a limited budget available ($100,000 per year). Subsequent to the meeting, Council were notified of the final approved funding from Waka Kotahi NZ Transport Agency.

31 Any changes in funding expenditure from the approved Long Term Plan will require a report to Council. It is planned that officers will present a paper to Council at the meeting on 27 October 2021 seeking budget approval to account for funding programme approved by Waka Kotahi.

32 The final approval was an increase from what Council had previously been advised meaning Council now has total budget approval from Waka Kotahi of nearly $950,000 (52% of this Waka Kotahi share) over the next three years (around $315,000 per year).

33 On this basis it is recommended that a funding subsidy be aligned to the risk criteria with scores which obtain a medium or higher score (10+) being eligible for a subsidy.

34 Applicants will be required to contribute $8,000 (excluding GST) for a 150 metre length of treatment per household with Council (including Waka Kotahi share) funding the remaining share.

35 An allowance will also need to be made to fund the treatment of road sections to create a contiguous surface, as highlighted under the risk.

36 As this will fluctuate year on year based on applications, it is proposed that the cost to deal with these be managed within the overall dust allocation budget.

37 If the criteria is not met for a medium or high risk, or a site not prioritised due to funding constraints then individuals can still apply the dust suppression by paying the full amount themselves.

38 It is proposed that in the first year, that up to $20,000 is utilised for legal costs including the establishment of standard agreements and specification along with setting out maintenance and renewal responsibilities.

Recommendation

That the Services and Assets Committee:

a) receives the report titled "Dust suppressant option" dated 29 September 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) support using the Waka Kotahi NZ Transport Agency dust risk score methodology to prioritise locations.

e) approves to subsidise applications and treatment length of 150m per household for a semi-permanent seal dust suppression that achieves a medium risk rating or higher, on the provision that a minimum household contribution of $8,000 (excluding GST) be received per application.

f) approves that the subsidy will only apply to houses built prior to the adoption of this report.

g) approves the option of a semi-permanent seal dust suppression being fully self-funded by those that do not qualify for a subsidy, subject to a standard dust suppression agreement.

h) approves the review of the household contribution on an annual basis in line with Council's other fees and charges.

i) supports staff setting aside $20,000 for the first year for legal fees and establishment of a standard agreement and specification.

j) endorses that an unbudgeted expenditure report be presented to the Council meeting on 27 October seeking expenditure approval to maximise Waka Kotahi NZ Transport Agency funding approval.

k) 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.

Attachments

A Options report left to lie on table from 24 August 2021 Services and Assets Committee ⇩
B Dust Risk Factors and Category ⇩
C Dust Suppression Risk assessment worked example ⇩

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 supress 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

Advantages	*Disadvantages*
• good subsidy for those who receive • proportionally reduces the burden ratepayers.	• prioritising who receives the subsidy • low numbers benefit per year.

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

Advantages	*Disadvantages*
• most affected road(s) benefits (rather than just those who can afford to pay a contribution) • no prioritisation of subsidies required • long term solution for high risk roads.	• majority of affected parties will miss out from any benefit • additional sealed network to maintain going forward.

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

Advantages	*Disadvantages*
• applicants aren't burdened of additional costs due to their location • fair and equitable	• not treating the areas that actually benefit users from dust (but has other benefits in the form of Level of Service and maintenance) • still unaffordable for the majority.

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

Advantages	*Disadvantages*
• available to everyone • fair and equitable • Council will not be seen as an additional barrier (process/costs associated with the changes ES have initiated).	• no subsidy for the treatment itself (only the other associated costs) • likely to still be unaffordable for the majority

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

Advantages	*Disadvantages*
• available to everyone • fair and equitable • most affordable option for most • sustainable solution.	• high administration/set-up with multiple rate types required each year • Interest costs on amounts borrowed • there could be interest costs if funds need to be loaned.

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.

General Circular
Investment: No 16/04

TABLE 1 (based on research report 590 table 7.1)
SITE DUST RISK FACTORS AND SCORES

Risk factor / score	0	1	2	3	4	5
Traffic						
5 day AADT of HCVs	0	1 - 5	6 - 10	11 - 25	26 - 50	More than 50
Speed limit of HCVs (km/h)	No HCVs	20 km/hr	50km/hr or greater			
5 day AADT of LDVs	Less than 100	101 - 300	More than 300			
Speed of LDVs (km/h)	Less than 50	50 - 70	Greater than 70			
Receptors (within 80m of roadway)						
Number of dwellings (houses / km)	0	1	2 - 4	5 - 7	8 - 10	More than 10
Other locations where people are likely to be exposed. (eg schools, marae, or hospitals) (sesnitive locations / km)	None	1 - 2	3 or more			
Ecologically sensitive areas such as rare species habitats or wetlands (sensitive locations / km)	None	1 - 2	3 or more			
Horticultural sensitive areas such as fruit orchards (sensitive locations / km)	None	1 - 2	3 or more			
Site characteristics						
Location of roadway	Open plains or coastal area	Some land features likely to slow winds	Inland enclosed valley			
Frequency of rain days (> 5mm)	More than 2 events per week	0 - 1 events per week	Less than one event every two years			
Longevity of logging route use	Not a logging route	1 - 2 years	Longer than 3 years			

Notes to table: from research report 590

HCV heavy duty vehicle - vehicle with a gross mass of graeter than 3,500 kg (n.B the research report uses HDV; we have amended this to HCV to reflect more common terminology in the sector).

LDV light duty vehicle - vehicle with gross vehicle mass og less than 3,500 kg

The five -day (Monday to Friday) AADT for HCVs and LDVs is used as the traffic risk factor because this metric provides the strongest indicator of HCV activity.

Speed limit criterion of 20km/h for HCVs were used as a threshold means of determining potential dust mitigation through reducing speed of HCVs and area treatment option that should be considered in all cases.

23/09/2021
3:08 pm

General Circular
Investment: No 16/04

TABLE 2 (based on research report 590 table 7.2)
DUST RISK CATEGORY AND ACTION TO BE TAKEN

Total dust risk score	Dust risk category	Potential benefit from dust mitigation	Action to be taken
0 to 9	Low	Little or no benefit from mitigation.	End of decision-making process.
10 to 19	Medium	There may be some benefit from mitigation.	Return to and repeat the 'Site dust risk factors and scores' with refined site-specific information.
20 to 28	High	There is likely to be a benefit from mitigation.	Complete assessment of suitable mitigation options.

23/09/2021
3:08 pm

NZ TRANSPORT AGENCY

General Circular Investment: No 16/04

SOUTHLAND DISTRICT COUNCIL

	populate data manually
	Formula calculations

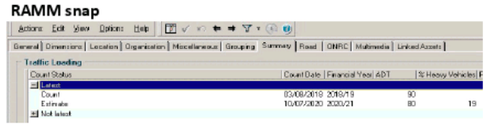
TABLE 1 (based on research report 590 table 7.1)

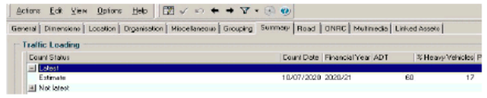
SITE DUST RISK FACTORS AND SCORES

		RP Start (m)	RP End (m)
Road:	rural	0	1413

Length assessed 1.41 km

RAMM snap





Risk factor / score	0	1	2	3	4	5	Score
Traffic							
5 day AADT of HCVs	0	1 - 5	6 - 10	11 - 25	26 - 50	More than 50	5
Speed of HCVs (km/h)	No HCVs	20 km/hr	50km/hr or greater				2
5 day AADT of LDVs	Less than 100	101 - 300	More than 300				2
Speed of LDVs (km/h)	Less than 50	50 - 70	Greater than 70				1
Receptors (within 80m of roadway)							
Number of dwellings (houses / km)	0	1	2 - 4	5 - 7	8 - 10	More than 10	3
Other locations where people are likely to be exposed. (eg schools, marae, or hospitals) (sensitive locations / km)	None	1 - 2	3 or more				0
Ecologically sensitive areas such as rare species habitats or wetlands (sensitive locations / km) **Roof water for Domestic use**	None	1 - 2	3 or more				0
Horticultural sensitive areas such as fruit orchards (sensitive locations / km)	None	1 - 2	3 or more				0
Site characteristics							
Location of roadway	Open plains or coastal area	Some land features likely to slow winds	Inland enclosed valley				1
Frequency of rain days (> 5mm)	More than 2 events per week	0 - 1 events per week	Less than one event every two years				1
Longevity of logging route use	Not a logging route	1 - 2 years	Longer than 3 years				0

	Count	%HCV	HCVs	5 Day HCVs	
AADT	60	17%	10.2	51	
ADT	90	19%	17	86	
Midpoint	75	18%	14	68	HCVs
			375	308	5 day AADT of LDVs

	Total number of RAPIDs over length assessed	(houses / km)	
Houses within 80m	8	6	Woodlands Cemetery Rd has 7 RAPIDs

NZTA not considering roof water, as double counting with dust/houses.

Total dust risk score	**15**
Dust risk category	**Medium**
Potential benefit from dust mitigation	**There may be some benefit from mitigation.**
Action to be taken	**Return to and repeat the 'Site dust risk factors and scores' with refined site-specific information.**

Initial analysis on a sliding 1km length, the dust score was 16

Has 15 RAPIDs but 7 are outside the 80m limit or from Google do not have houses on them.
Next RAPID (151) is 400m away

If do the 670m section dust score is still 16 but $' per RAPID drops from around $14000 to $9000

23/09/2021
2:50 pm

Legend

Approximate 80m limit

Contains 3 or more RAPIDS per 200m. Equilivant 15 RAPIDs per 1000m

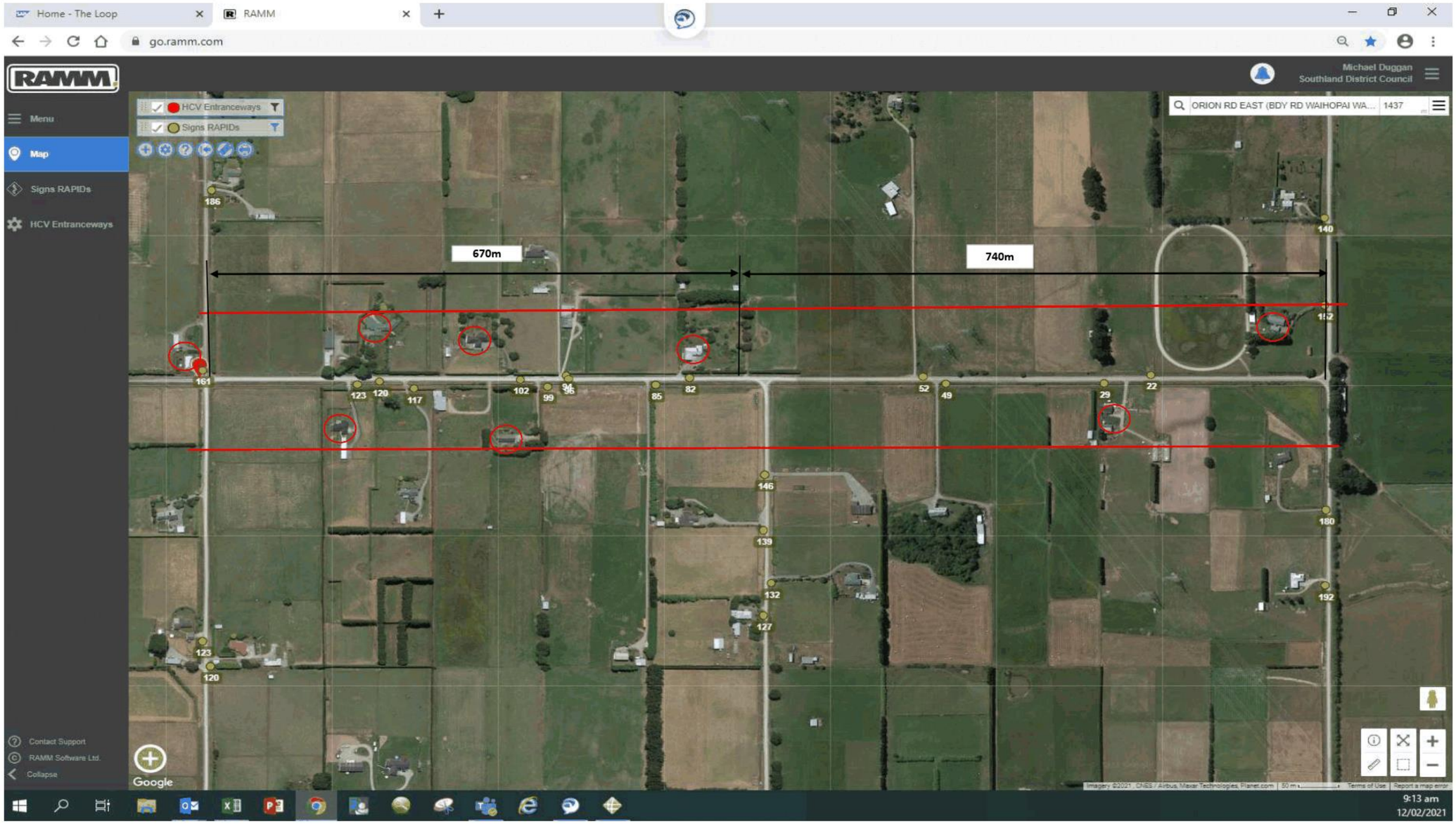
House within approximate 80m limit

RAPID location and Number

Dairy Shed

Sealed Section

Aerial with houses snap



23/09/2021
2:50 pm

Road operations - July and August 2021

Record No: R/21/8/46503
Author: Rob Hayes, Roading 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 the necessary context to the 2021/2022 budgets.

Executive summary

2 Waka Kotahi NZ Transport Agency have advised and confirmed an additional $6.9M (combined Waka Kotahi and SDC value) in programme approval for the 2021/2024 funding period. This is great news, however has potentially complicated the funding of Council's 48% share, particularly for the 2021/22 financial year. The additional funding has been added to a number of transport work activity streams, however pavement rehabilitation (2.8M) and bridging ($1.5M) receives the lion's share of this.

3 The footpath renewal programme was severely impacted by the indicative funding reduction from Waka Kotahi originally communicated. However, the revised increase in funding approval has seen the final approved programme increase by $550K for the three-year funding period. While this is a much better result a review of the works programme is still to be completed based on the approved budgets.

4 Once the programmes have been re-reviewed and the council share of funding established, council and the community boards will be advised of the results, impacts and options going forward. This reporting will also include potential rates impacts and the associated unbudgeted expenditure authorisations.

5 WSP have successfully completed the first year of contract 20/02 road structural inspection services. This contract term differed from the more traditional model of an initial three year term with the possibility of extensions, to an initial term of one year with the possibility of two extensions of two, and three years up to a total of six years, subject to performance and Council's discretion.

6 WSP has met the key performance requirements of contract 20/02 with an agreed first year KPI score of 82.5%. The transport team is pleased with WSP's performance and intend to initiate the first contract extension of two years until October 2023.

7 Maintenance spend across the three contracts totalled $2.04 to the end of August.

8 The second half of August was in Covid-19 alert level 4 where all non-essential physical maintenance activities ceased. Grading and cyclic activates recommence the following week and the Alliances were basically back to full operations at level 3. Our Alliance contract managers noted that traffic was noticeably greater than observed during last year's lock down.

9 Customer satisfaction; 185 requests for service (RFS), across the three Alliance contracts were received in July, compared to 152 in 2020, an increase of 22%. When compared to 2020 the majority of increase can be attributed to increased logging traffic in the Foveaux Alliance area.

10 Customer satisfaction; 133 RFS, across the three Alliance contracts were received in August, compared to 122 in 2020, an increase of 9%.

11 In relation to health and safety for the Alliance contracts; 37 contractor safety audits were completed during July and August with 37 near misses reported.

12 Activity performance:

- metalling, 14,476m^3 (26%) has been placed by the end of August of a total 2021/2022 budget of 55,100m^3
- grading, 2,028km (15%) has been graded by the end of August of a total 2021/2022 budget of 13,200km for the year.

Pavement rehabilitations

13 The five 2021/2022 pavement rehabilitations packages are currently out to tender during August and September, these are:

- contract 20/27 Tokanui Gorge Road pavement rehabilitation
- contract 21/43 Bayswater and Otautau Tuatapere Roads pavement rehabilitations
- contract 21/44 Mataura Island Road pavement rehabilitation
- contract 21/45 Riversdale Waikaia Road pavement rehabilitation
- contract 21/48 Otautau Nightcaps Road pavement rehabilitations.

Resurfacing

14 The 2021/2022 resurfacing programme which consists of 870,000m^2. Work is programmed to commence during October.

Pavement marking

15 Downer has programmed a full network re-mark for the 2021/2022 season.

Bridges

16 The transport team currently has a six-bridge design and build package out to tender. The six bridges are Dipton Mossburn Road No.4, Dipton Flat Road, McDonald Road 4 (Dipton), Caird and McBride Road (Otapiri Gorge) and Grey Road (Titiroa).

Recommendation

That the Services and Assets Committee:

a) receives the report titled "Road operations - July and August 2021" dated 29 September 2021.

Attachments

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

Waimea Alliance - Summary Report August 2021

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	Aug-21	YTD
General Requests for Road Service (RFS's)	14	41
Road Service Requests completed on time	12	35
Road Service Requests completed on time %	86%	85%

HEALTH AND SAFETY

	Aug-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	2	11
Site Safety & Traffic Management Audits completed (pass/fail <5)	5	13
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%	37%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Achievement	10%	10%
Grading Achievement	10%	7%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**100%**	**91%**

IDENTIFIED RISK & STRATEGY UPDATE

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

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

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

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

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

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

After two months with fewer (and weaker) westerly fronts than usual and unusually mild and benign weather over much of the lower South Island, deeper lows settled south of New Zealand for almost the entire first three weeks of August. Active fronts moved across the South Island with periods of strong winds, several cold outbreaks with some thunder and hail, and snow falling low on the hills from time to time. From the 19th to the 31st the pattern again changed, high pressure dominating through the South Tasman Sea with a return to generally settled weather, less wind and a number of quite mild days which removed earlier snow accumulations from the ranges. The rainfall in the first 19 days was 111.8mm, the remaining days lifting the total only slightly further to 122.8mm over the whole month, which is well above the long-term average of 75.8mm.
Work completed for the month was challenging with two weeks of lockdown albeit after the sixth day of lockdown we were able to put our graders on the network along with an inspection operation that then dealt with dangerous potholes. Early lockdown we had a callout to a slip on Happy Valley Road that was meant to be dangerous, this was over exaggerated but we installed some signs none the less.
Prior to lockdown we had a pretty good run on applying maintenance metal with another 5,150m³ being applied for the month.
The drainage crew headed over to the Dunrobin area and installed three different culverts on Mewton Road. One of these has been causing issues for some time so good to get that one tidied up.
All other routine activities continued as normal.

ALLIANCE EFFECTIVENESS & EFFICIENCY

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

Activity	21/22 Repairs	Aug-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

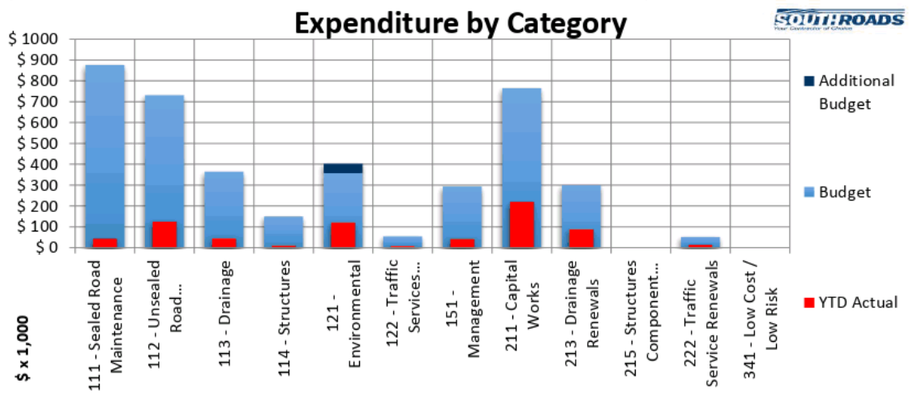
Activity	Budget	Aug-21	YTD	Remaining	% Completed
Metalling (m3)	19,500	4,896	6,960	12,540	36%
Grading (KM)	4,620	278	646	3,974	14%

Structures - Maintenance - *Joint Alliances*

Activity	Quantity	Aug-21	YTD	Remaining	% Completed
Consultants List	72	-	1	71	1%
600mm > Culvert Inspections	-	-	-	-	0%

FINANCIAL COMMENTARY

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

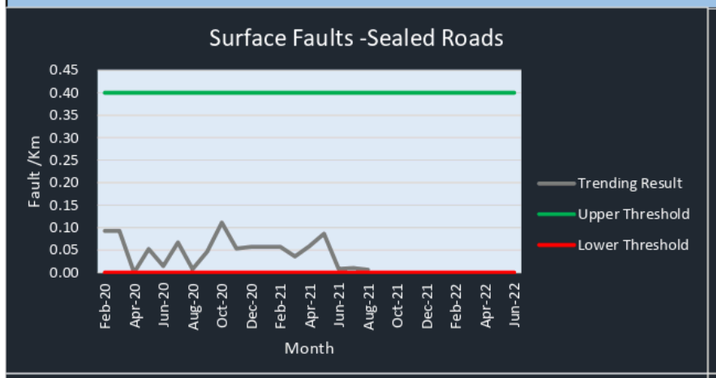


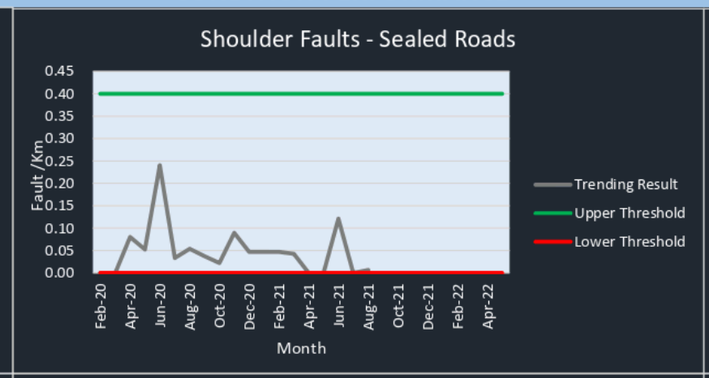
Waimea alliance

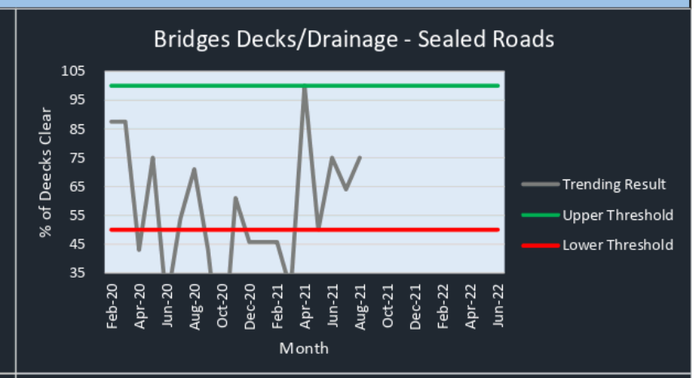
FINANCIAL SUMMARY - Roading

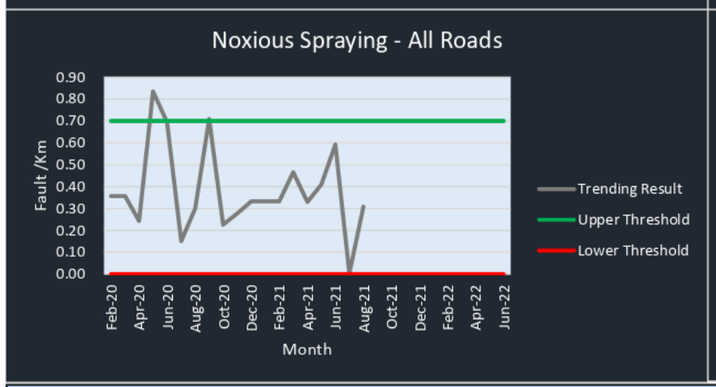
	Annual Amoun	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Original Total Cost Estimate	$ 3,943,107	$ 301,171	$ 332,155	$ 378,694	$ 235,554	$ 534,962	$ 223,277	$ 223,592	$ 381,933	$ 425,321	$ 371,435	$ 305,757	$ 229,256
Actual Claim		$ 345,893	$ 369,710	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Year to Date Budget	$ 633,326	$ 301,171	$ 633,326	$ 1,012,020	$ 1,247,574	$ 1,782,536	$ 2,005,813	$ 2,229,405	$ 2,611,338	$ 3,036,659	$ 3,408,094	$ 3,713,851	$ 3,943,107
Actual Claim YTD	$ 715,603	$ 345,893	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603	$ 715,603
Variance YTD	-$ 82,277	Additional Funds Provided		$ 44,722									

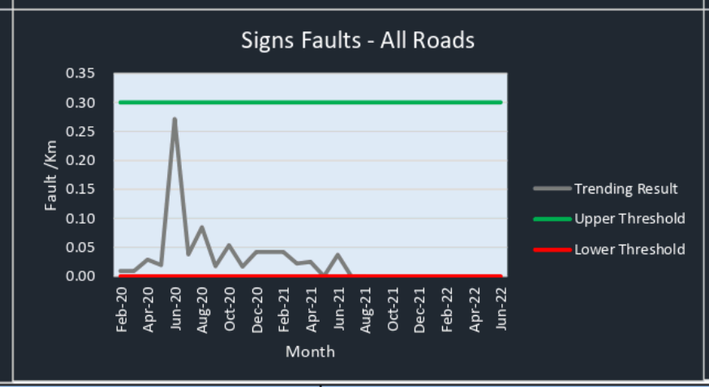
CONDITION PERFORMANCE

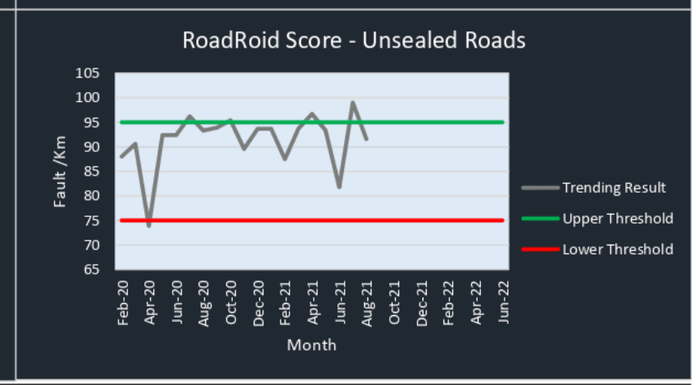










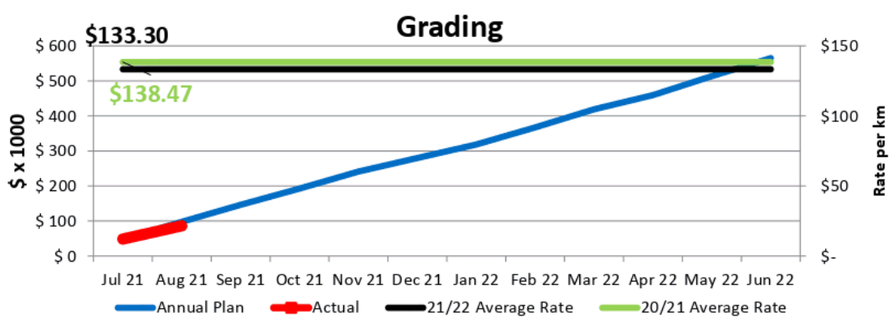


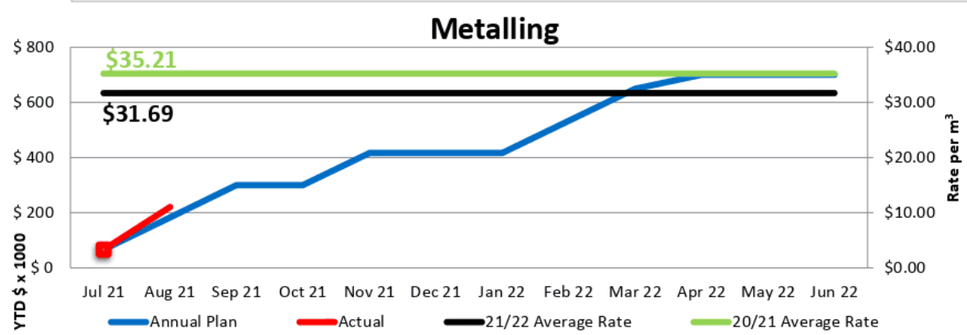
CONDITION PERFORMANCE - COMMENTARY

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

FACILITES/ATMCT COMMENTARY

Currently there are no major issues outstanding for Facilities.





Central Alliance - Summary Report August 2021

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	Aug-21	YTD
General Requests for Road Service (RFS's)	75	178
Road Service Requests completed on time	71	165
Road Service Requests completed on time %	95%	93%

HEALTH AND SAFETY

	Aug-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	7	16
Site Safety & Traffic Management Audits completed (pass/fail <5)	7	13
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD

KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	7.5%
Customer and Community Governance	10%	9%
Health & Safety	20%	20%
Alliance Effectiveness & Efficency	40%	40%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	10%
Metalling Acheivement	10%	10%
Grading Acheivement	10%	10%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**100%**	**97%**

IDENTIFIED RISK & STRATEGY UPDATE

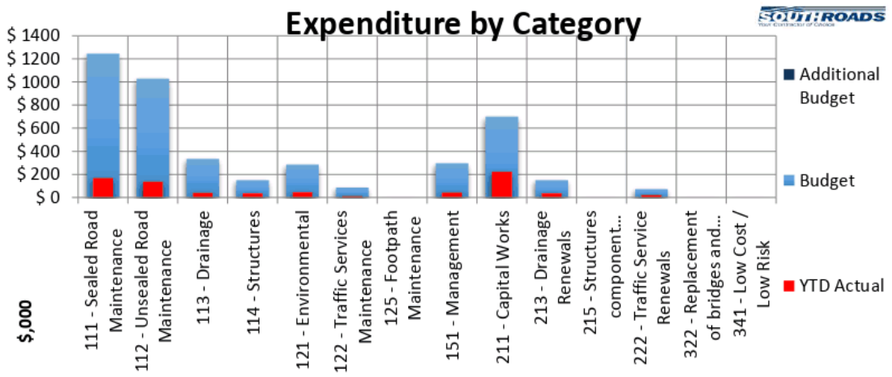
Logging, Heavy vehicle traffic on Unsealed Roads

The wet weather coupled with the heavy duty trafficking from logging trucks, milk tankers and other large type agricultural equipment. Hewitt Road, Upper Scotts Gap and Gerrard Road.

Culverts, large number of failures

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

After two months with fewer (and weaker) westerly fronts than usual and unusually mild and benign weather over much of the lower South Island, deeper lows settled south of New Zealand for almost the entire first three weeks of August. Active fronts moved across the South Island with periods of strong winds, several cold outbreaks with some thunder and hail, and snow falling low on the hills from time to time. From the 19th to the 31st the pattern again changed, high pressure dominating through the South Tasman Sea with a return to generally settled weather, less wind and a number of quite mild days which removed earlier snow accumulations from the ranges. The rainfall in the first 19 days was 111.8mm, the remaining days lifting the total only slightly further to 122.8mm over the whole month, which is well above the long-term average of 75.8mm.
With the increase in rain earlier in the month Central received 75 Requests for Service for August. Given the volume this has seen the cyclic crew shifted around to address some of these issues and our drainage foreman due to a large number of blocked culverts.
The month also saw the return of Lockdown which resulted in only essential crews operating. We had graders operating and cyclic crews completing pot holes on sealed roads.
We managed to complete the monthy audits and the dry warm spell near the end of the month has seen some roads finally begin to dry out. With spring around the corner the noxious plants are blooming which make these easier to identify when auditing hence a larger score in the monthly audit.



ALLIANCE EFFECTIVENESS & EFFICIENCY

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

Activity	21/22 Repairs	Aug-21	YTD	Remaining	% Completed
Depressions (m2)	10,969	-	3,497	7,472	32%
Edge Breaks (m)	8,041	-	6,883	1,158	86%
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 Acheivement of Programme

Activity	Budget	Aug-21	YTD	Remaining	% Completed
Metalling (m3)	18,100	70	5,423	12,677	30%
Grading (KM)	4,620	450	811	3,809	18%

Structures - Maintenance - *Joint Alliances*

Activity	Quantity	Aug-21	YTD	Remaining	% Completed
Consultants List	100	0	0	100	0%
600mm > Culvert Inspections	0	0	0	0	0%

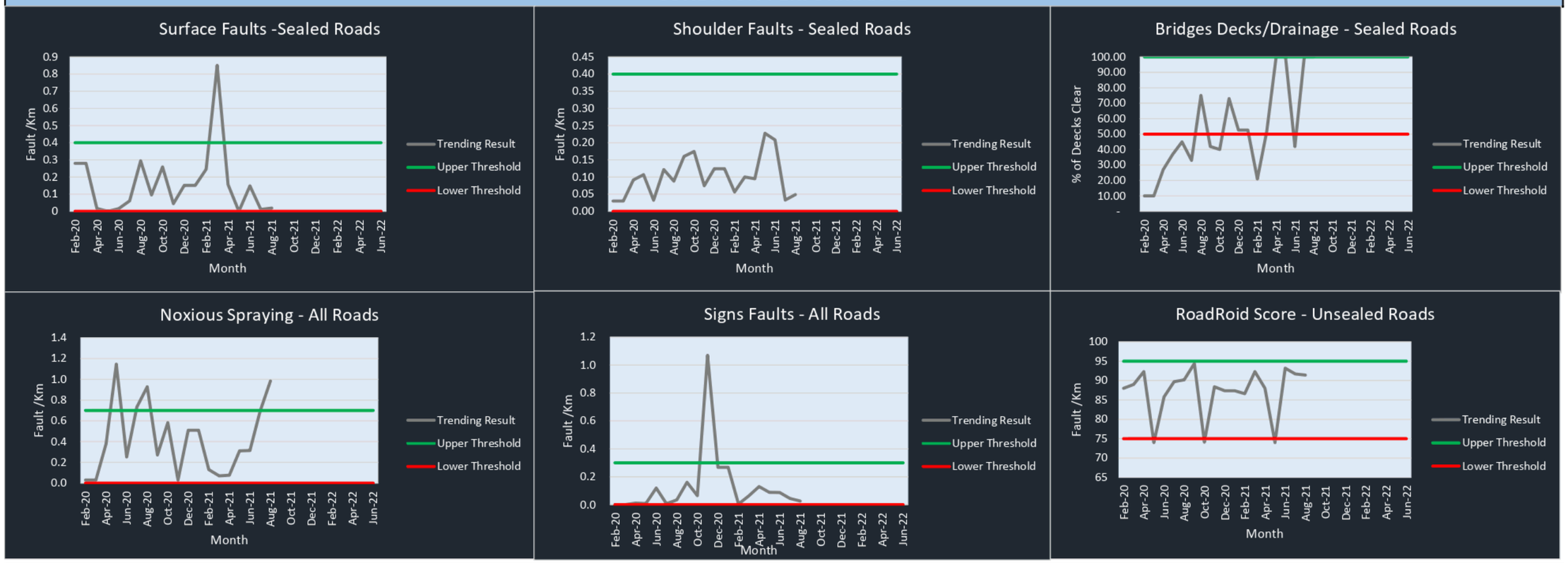
FINANCIAL COMMENTARY

To date there are no outstanding issues or budget concerns.

FINANCIAL SUMMARY - Roading

	Annual $	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Original Total Cost Estimate	$ 4,345,937	$ 503,310	$ 356,072	$ 401,154	$ 256,094	$ 506,333	$ 291,538	$ 288,204	$ 360,711	$ 400,555	$ 397,511	$ 325,882	$ 258,573
Actual Claim		$ 503,310	$ 259,729	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Year to Date Budget - Incl Additional Funds	$ 859,382	$ 503,310	$ 859,382	$ 1,260,536	$ 1,516,630	$ 2,022,963	$ 2,314,501	$ 2,602,705	$ 2,963,416	$ 3,363,971	$ 3,761,482	$ 4,087,364	$ 4,345,937
Actual Claim YTD	$ 763,040	$ 503,310	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040	$ 763,040
Variance YTD	$ 96,342												

CONDITION PERFORMANCE

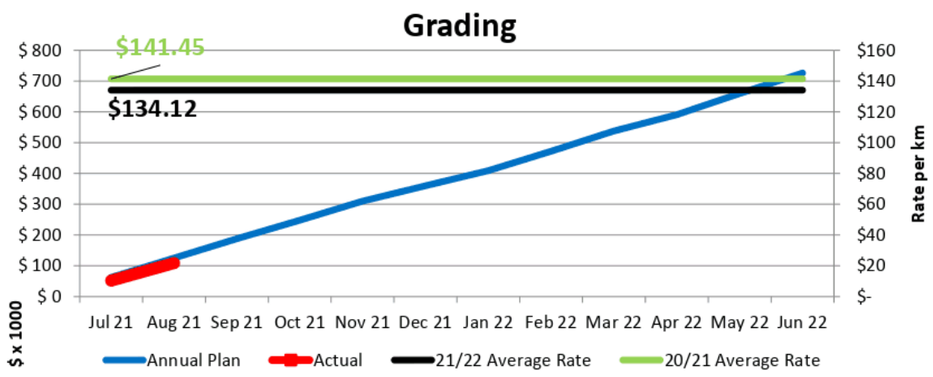


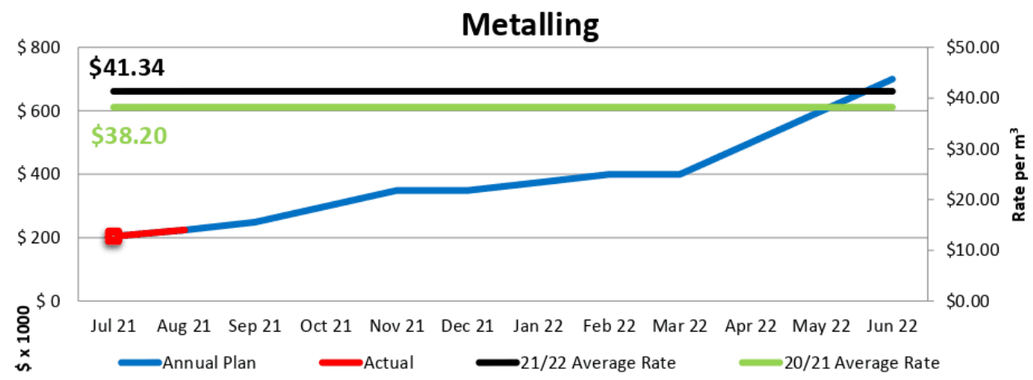
CONDITION PERFORMANCE - COMMENTARY

Noxious spraying is well above where we wish it to be however at this time of the year the Gorse flowers are blooming and therefore this is easier to identify. We generally see a larger number this time of year with Spring round the corner. Spraying is due to commence in the coming months

FACILITES COMMENTARY

Currently there are no major issues outstanding.





SOUTHLAND DISTRICT COUNCIL

Foveaux Alliance - Summary Report August 2021

FOVEAUX ALLIANCE

CUSTOMER AND COMMUNITY GOVERNANCE

Requests for Services	Aug-21	YTD
General Requests for Road Service (RFS's)	44	103
Road Service Requests completed on time	42	101
Road Service Requests completed on time %	95%	98%

HEALTH AND SAFETY

	Aug-21	YTD
Lost Time Incident (pass/fail >1)	-	-
Medical Treatment Intervention (pass/fail >1)	-	-
Near Hits Reported (pass/fail <5)	1	6
Site Safety & Traffic Management Audits completed (pass/fail <5)	6	12
Site Safety & Traffic Management non-compliances (pass/fail >1)	-	-

PERFORMANCE SCORECARD

KEY RESULT AREA	WEIGHTING	SCORE
Financial - YTD	10%	#N/A
Customer and Community Governance	10%	10%
Health and safety	20%	20%
Alliance Effectiveness & Efficiency	40%	25%
Pre-Reseal Repairs (75% 1st Oct, 90% 15th Nov, 100% 1st Dec).	10%	0%
Metalling Achievement	10%	7%
Grading Achievement	10%	8%
Rework (pass/fail 1)	10%	10%
Network Condition ** To be confirmed	20%	20%
Overall Score	**#REF!**	**#REF!**

IDENTIFIED RISK & STRATEGY UPDATE

Risk 1 - Waikawa Curio Bay Otta Seal Failure

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

Risk 2 - Mataura Island/Fortrose Intersection Flushing site

This is on the Rehab programme for 21/22.

The whole of NZ went into Covid 19 Level 4 lockdown on Tuesday 17 August 2021 at 23:59. We managed to work from home and get into place Covid emergency response plans signed off by SDC. We were able to respond to Emergencies only. On Tuesday 24 August we started maintenance grading as an emergency response to make sure that the farmers could keep going and delivering as per normal. We also had a cyclic team on - 2 people in two vehicles responding to potholes and other emergency repairs. We kept this going till we went to level three on Tuesday 31 August at 23:59.

Rfs's for the month at 44, about the monthly average for last year. Most of the RFS's were grading and metalling related.

We have graded around 318Kms for the month. This is fantastic considering that we had to halt opeartion in near perfect weather conditions for 4 Days. Some dead running again fielding RFS's thus the increase in rate for the Month.

We spread 1334m3 of Maintenance Metal for the month, fortunately all before Level 4 lockdown kicked in. Rate has dropped a tad with shorter carts.

Supervisors out now marking faults on the 21/22 Reseal areas. We will have the data soon.

Just a sigle frost and ice inspection and grit application for the month of August.

Near misses down for the month with the level 4 lockdown. TM Audits are consistant though with another 6 for August.

ALLIANCE EFFECTIVENESS & EFFICIENCY

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

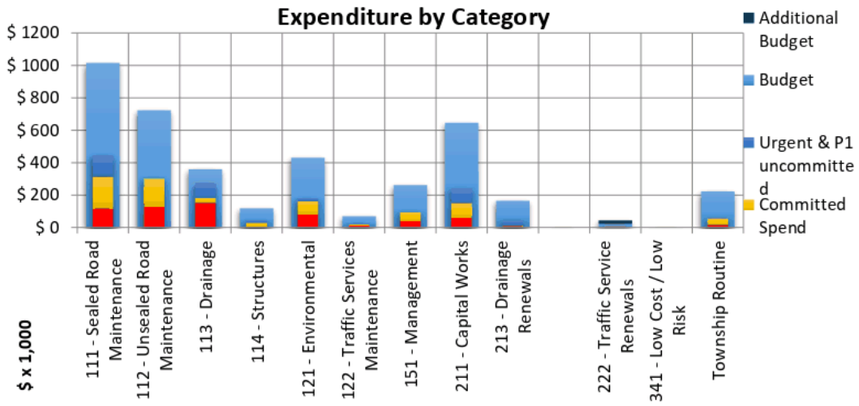
Activity	21/22 Repairs	Aug-21	YTD	Remaining	% Completed
Depressions (m2)	-	-	-	-	0%
Edge Breaks (m)	-	1,199	1,199	- 1,199	0%
Dig Outs (m2)	-	-	-	-	0%
Stabilising (m2)	-	-	-	-	0%
Sites	34	-	-	34	0%
Kilometres	21	-	-	21	0%

Unsealed Network Acheivement of Programme

Activity	Budget	Aug-21	YTD	Remaining	% Completed
Metalling (m3)	17,500	1,334	2,093	15,407	12%
Grading (KM)	4,000	318	571	3,429	14%

Drainage - Maintenance - *Joint Alliances*

Activity	Quantity	Aug-21	YTD	Remaining	% Completed
Culvert 600mm and above - 222/yr over 3 yrs	222	-	-	222	0%



FINANCIAL COMMENTARY

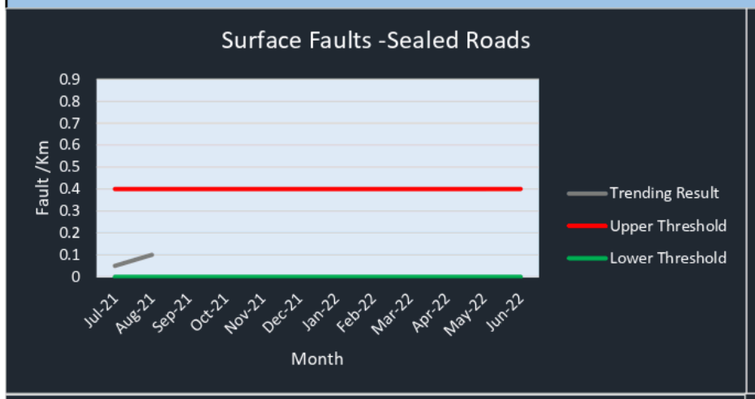
Steady month again on the financial front, despite the Covid Lockdown. We are approximately 39K down on Budget, but will make that up easily.

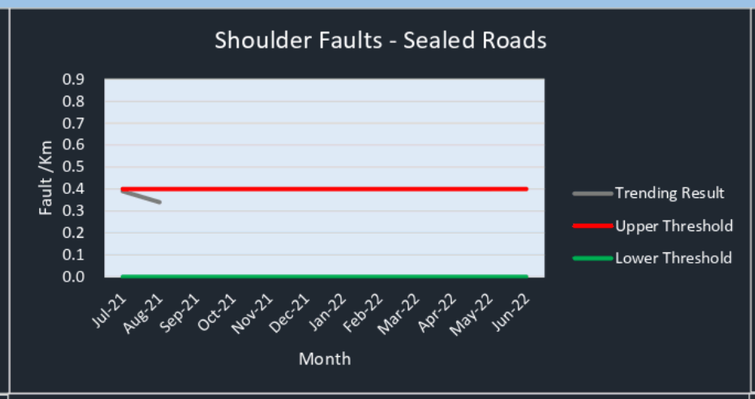
Still await the final budget No's for 21/22. The No's currently in this sheet may change.

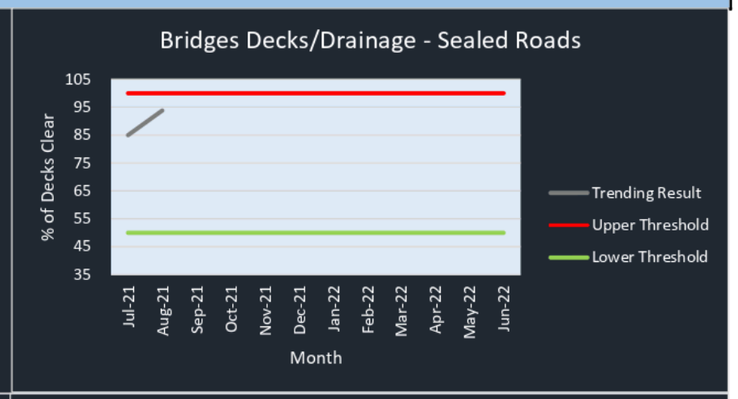
FINANCIAL SUMMARY

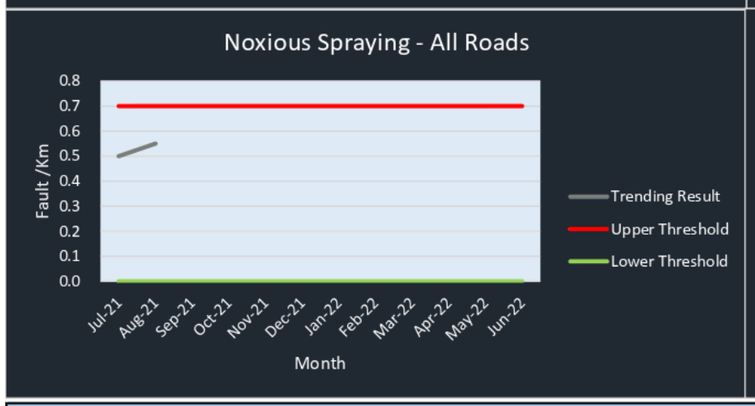
	Annual Amount	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Original Total Cost Estimate	$ 4,293,322	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Actual Claim	$ 621,095	$ 306,819	$ 314,276	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Year to Date Budget	$ 660,000	$ 320,000	$ 340,000	$ 360,000	$ 360,000	$ 360,000	$ 250,000	$ 250,000	$ 423,322	$ 430,000	$ 400,000	$ 400,000	$ 400,000
Actual Claim YTD	$ 314,276	$ 306,819	$ 314,276	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Variance YTD	-$ 38,905												

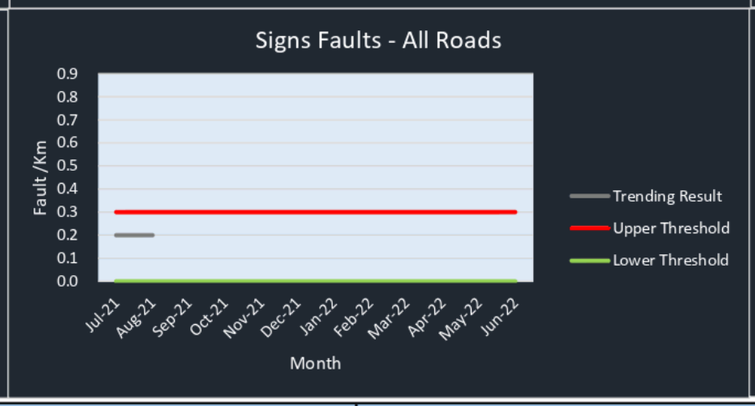
CONDITION PERFORMANCE

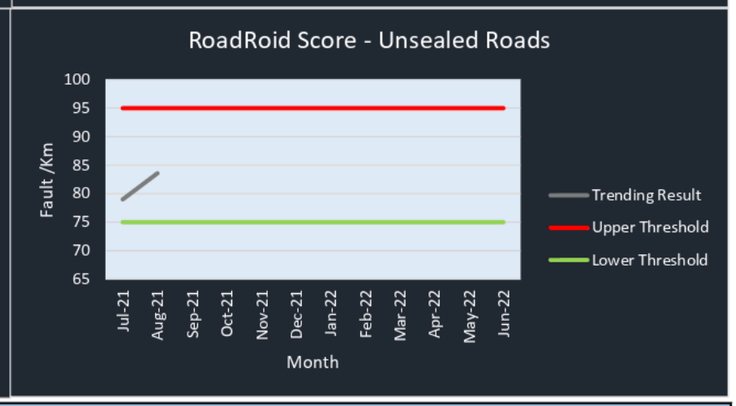










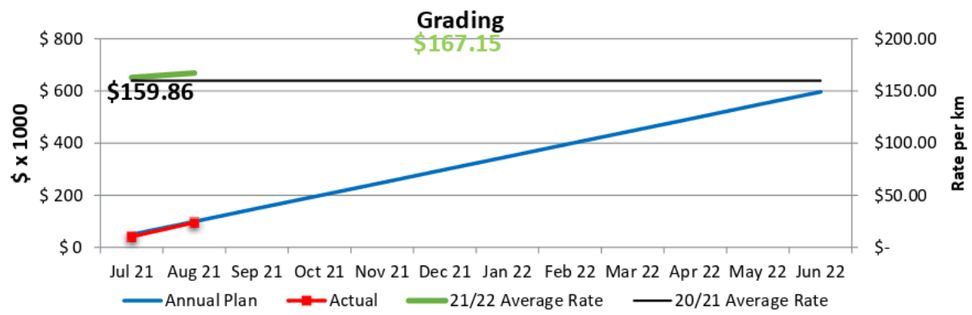


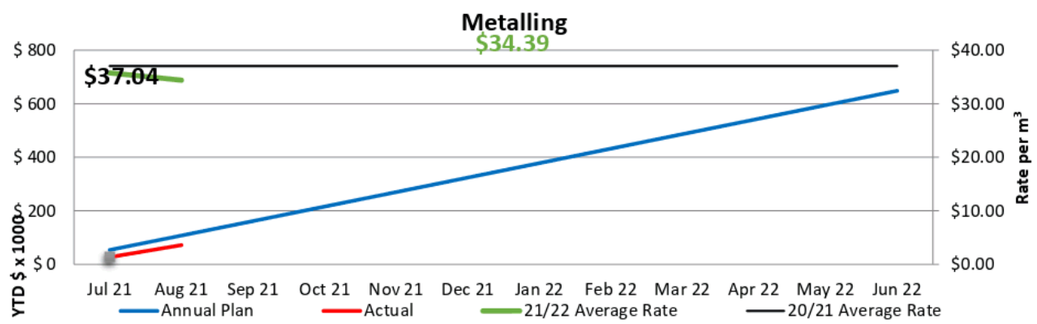
CONDITION PERFORMANCE - COMMENTARY

"Condition survey" completed on 3.09.2021 on the Western side of the network by Rodney Clark alone - Due to Covid Restrictions. Network seems to be in a good state of repair. Unsealed road condition good with an overall Roadroid score of close to 85.

FACILITES/ATMCT COMMENTARY

No issues or concerns with Facilities Maintenance in general. Playgrounds were closed during the Level 4 lockdown. Toilet facilities were not cleaned during the level four lockdown period.





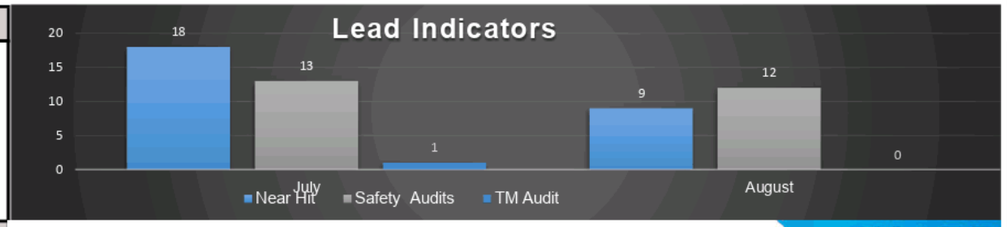
SDC / ICC MAINTENANCE SAFETY PERFORMANCE AND STATISTICS - 21/22

Hours Worked			Lag Indicators: TRIFR	Discomfort Pain Injury	Medical Treatment Injuries	Lost Time Injuries	MTI Frequency Rate	LTI Frequency Rate	Plant/Property	3rd Party	Total
2020-21	71,623		56	18	4	0	55.8	0.00	53	2	77
2021-22	8,398		0.0	6	0	0	0.0	0.0	7	2	15
	5,706	July	0.0	4	0	0	0.0	0.0	2	2	8
	2,693	August	0.0	2	0	0	0.0	0.0	5	0	7

Lead Indicators	Near Hit	Safety Audits	TM Audit	Toolbox	Total
	179	137	23	Weekly	339
YTD	27	25	1	Weekly	53
July	18	13	1	Weekly	32
August	9	12	0	Weekly	21

COMMENTARY

Reporting was on track until Covid-19 caused another halt to operations. With staff having tablets we have been in communications regarding return to work protocols and the staging of staff returning to depots in the morning. Under level four we had staff on the network looking after essential maintenace, cyclic crews filling pot holes, graders opearating. With the switch to level three we have seen the return of all staff and operations back into full swing albeit with masks and a shift in how some crews are operating. For example bulk haulage has a dedicated loader operator while loading bottom dumpers, this eliminates the need for truck drivers having to operate the loader. Until in level two we will not be holding a weekly tool box meeting.



INCIDENT REGISTER

Incident	Description	Event Type	Reporting Line	Investigation Status	
24/08/2021	Keys for ute 164 could not been found	Near Hit	Central	Closed	
13/08/2021	Grader nearly got stuck on a narrow hard to turn Road	Near Hit	Central	Closed	
13/08/2021	Lost control of shovel and lost over the side of a bridge	Incident	Central	Closed	
13/08/2021	Hit a duck with ute	Incident	Waimea	Closed	
11/08/2021	Operator slipped on the concrete and leg fell into the sump.	Near Hit	Central	Closed	
11/08/2021	Struck down-pipe with Loader while pushing up sand	Incident	Central	Closed	
11/08/2021	A-Frame not hooked up correctly	Near Hit	Waimea	Closed	
10/08/2021	Lady pulled out in front of operator at intersection	Near Hit	Central	Closed	
10/08/2021	Operator tail gated by vehicle	Near Hit	Waimea	Closed	
9/08/2021	Hitting in pin for sign stand and pulled a muscle in shoulder	Incident	Waimea	Closed	
9/08/2021	Ute slid sideways on the overbridge at Lorneville	Near Hit	Central	Closed	
6/08/2021	Hit latch on the Bin of Truck 265 (with Loader) - Broke lip lock	Incident	Central	Closed	
5/08/2021	Damaged Step on Grader 485	Incident	Central	Closed	
5/08/2021	Truck pulled out in front of operator	Near Hit	Central	Closed	
4/08/2021	Dog ran out in front of Ute	Near Hit	Central	Closed	
4/08/2021	Hit head on the camera screen on the inside of the Grader.	Incident	ICC	Closed	

SHARP

Incident Alert 159 – Object falling from truck

Recently in Dunedin one of Icon Logistics' swing lifts (side loader) has picked up a container from a customer's site that had a steel forklift ramp placed on top of it. This object was not seen by our driver as he swung the container onto his truck. The ramp has travelled on top of the container for approximately 2 kms before sliding off the roof onto the footpath as the truck turned at a roundabout. Thankfully at the time there was no one using the foot path or vehicles using the roundabout.

KEEP SAFE.
STAY SHARP.

Key learnings/Findings:

- It is vitally important that we check containers or other freight prior to being transported for debris/loose items.
- Please indicate clear communication with customers around what containers/freight are being picked up and that they are ready for transit.
- Communicate this hazard to our customers and teams around placing any object on top of containers/freight that are to be picked up.

HWR H.W.RICHARDSON

Definitions Lag Indicators:

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

Definitions Lead Indicators:

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

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

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

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

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

SOUTHLAND DISTRICT COUNCIL

Foveaux Safety and Training Report 21/22

FOVEAUX ALLIANCE

Safety Statistics

	YTD	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	March 2022	April 2022	May 2122	June 2022
Hours Worked - FH Southland	10,177.75	10,177.75	9,151.25										
Hours Worked - Foveaux	2,140.20	2,140.20	1,887.95										
TRIFR – Regional (Total Recordable Injury Frequency Rate)	0	0	0										
LTI (Lost time Injury) Regional	0	0	0										
MTC(Medical Treatment Case) Regional	0	0	0										
MTC(Medical Treatment Case) Foveaux	0	0	0										
FAC First Aid Case) Regional	0	0	0										
FAC (First Aid Case) Foveaux	0	0	0										
NEAR MISS – Regional	10	9	1										
SITE AUDIT VISITS (Pass/Fail)	0	0	0										
Worksafe Site Visits - Regional	0	0	0										
Leadership Safety Actions Completed	11	7	4										

OFI / Near Miss for Foveaux

Date	Short description or title	Detailed description
17/08/2021	Safety - Incident - Near Miss	On Elles Road indicating to turn into Tramway Road, saw a car at the intersection on Tramway Road, I started to turn in and the car pulled out in front of me I stopped and they went past.

Safety and Quality Team Commentary

August was a good month for the Foveaux Team and the Region with a Zero TRIFR. Due to lockdown at Level 4 and then to level 3 it has not been a very productive month. Those deemed to be essential workers carrying out essential have done g great job getting the work done while complying with Level 4 & 3 requirements which is a credit to them all. Staff adapted well to the wearing of face masks with good compliance

Staff's wellbeing is critical in these times with the increased dangers of the Delta variant of Covid-19 and another new strain recently having being identified. This creates uncertainty and affects staffs wellbeing around many things such as job security, finances, getting or not getting the Covid vaccine and many others.

We must all be vigilant in monitoring and communicating with our staff daily. Wellbeing issues do have an affect our safety focus, which we must strive maintain at all times. Mates In Construction is a new organisation that Fulton Hogan has signed up with, that focuses on preventing suicide. Unfortunately, our Construction Industry has the highest number of suicides across all other industry's. We look forward to this new partnership as work related stress in these difficult times continues to grow.

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Training Statistics

	YTD	July-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	June-22
Hours in Training - FH Southland	420	376	44										
Hours in Training - Foveaux	28	24	4										

Training Courses Completed in January	Training Completed 2021/2022	
Bitumen Awareness/Basic Safety	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

Services and Assets Programme Report

Record No: R/21/8/49639
Author: Brendan Gray, Projects manager
Approved by: Nick Hamlin, Group manager programme delivery

☐ Decision ☐ Recommendation ☒ Information

Summary

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

2 Please see the attached report for your information.

Recommendation

That the Services and Assets Committee:

a) Receives the report titled "Services and Assets Programme Report" dated 29 September 2021.

Attachments

A Services and Assets Programme Report - 5 October 2021 ⇩

SOUTHLAND DISTRICT COUNCIL

Services and Assets programme report

Reporting period from end July to 31 August 2021

Prepared by Brendan Gray

Southland District Council
Te Rohe Pōtae o Murihiku

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SOUTHLAND DISTRICT COUNCIL

Executive summary

While the year has started well turnover wise the level four and three lockdowns and material supplies has definitely taken affect on the 2021/2022 works programme with a number of projects slowing or delaying due to ability to secure resources. Project teams are still working through the affects so its hard to know exactly the total dollar affect but within the next two months this will become clearer.

TIF (Tourism Infrastructure Fund) work is well underway with a current tender out for consultancy services to prepare the overall master plan for the area. Community board consultation on the project will start in October.

Material supplies are starting to be affected by the latest New Zealand wide lockdowns, with Auckland also remaining in level four effectively shutting down manufacturing has also started to affect the supply chain. At this stage the main projects affected are those with building materials rather than civil materials. Windows, timber joinery, timber framing seem to be the worst hit at the moment.

Key projects that have been delayed are Winton library, community housing upgrades, Forth Street reception works, Tamera Bay toilet and three waters stimulus project as noted below.

Te Anau waste water project works has recommenced as of 13 September, but will continue to experience possible delays due to the inability of Peter Gearing to leave his residence in Auckland due to the current level four Covid-19 lockdown.

The three waters stimulus programme was progressing well but lockdown has pushed works out by approximately six weeks, however the DIA has confirmed that the forecast completion date for funding they have moved out from 31 March to 30 June 2022

Activity overview

Completed projects in the last reporting period include:

- 2019/2021 bridge renewals - design and build northern and southern packages are now practically complete.

Projects due to start construction within the next two months:

- 2021/2022 bridge packages (tender award)
- 2021/2022 road pavement rehabilitations
- 2021/2022 road resealing and pavement marking
- 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

- carry forwards have been detailed in the finance report presented to Council in September 2021.

Project progress photos at the end of this report.

Current works programme spend and estimated forecast final

The following table captures Council's capital expenditure programme plus operational projects, providing an overview of works programme vs actual spent to date and estimates the year end forecast with major changes during the programme year. As we move through the financial year and Council approves changes to the original LTP budgets, through carry forwards, unbudgeted expenditure and forecasting, the below table will be updated to reflect these adjustments.

2020/21 financial information

Activity	Community Resources	Transport - Roading	Transport - Other	Three Waters	Totals
2021/2022 Annual Plan budget	6,822,429	17,962,895	2,811,810	17,475,335	45,072,469
2020/2021 carry forward movement	817,689	0	170,060	2,455,014	3,442,763
2021/2022 approved unbudgeted expenditure	15,500	0	0	0	15,500
2021/2022 total Annual Plan budget including carry forwards and unbudgeted expenditure approved to date	7,655,618	17,962,895	2,981,870	19,930,349	48,530,732
Total forecast movements to date	0	0	0	0	0
Current approved budget to date	7,655,618	17,962,895	2,981,870	19,930,349	48,530,732
Actual costs to 31 July 2021	124,739	902,103	25,591	2,279,422	3,331,855
Estimated year end forecast	7,655,618	17,962,895	2,981,870	19,805,520	48,405,903
Estimated cost to complete	7,530,879	17,060,792	2,956,279	17,526,098	45,074,048

THREE WATERS STIMULUS FUNDING	Budget	Committed to date	Balance to be committed	Costs To date	
2020/2021 - three waters stimulus funding	4,443,625	4,443,625	-	2,608,180	
2020/2021 contribution to Te Anau waste water project	2,000,000	2,000,000	-	2,000,000	
2020/2021 contribution to ES flood protection	80,000	80,000	-	80,000	
2020/2021 contribution to three regional collaboration	560,000	155,567	404,432	169,247	
2021/2022 - three waters stimulus funding	6,446,375	3,453,373	2,993,003	935,798	
Total stimulus funding	13,530,000	10,132,565	3,397,435	5,793,225	13,530,000
OTHER CAPITAL ACTIVITES	Corporate services - IT	Other			Totals
2021/2022 approved budget	1,171,541	1,448,615			B: $2,620,156
		Totals across all activities			A + B = $51,150,888

Clarifications

1. Council approved, on 15 September 2021, carry forward budgets of $4.2M for projects and capital expenditure.
2. Additional TIF budgets are not included in the above.
3. Transport - other includes airport, cycle trail and water facilities (Council harbours and jetties).
4. Other includes all other capital expenditure such as library book, vehicles, computer hardware, furniture and fittings and wheelies bins.
5. Three waters stimulus funding budgets are included in the three waters activity budget above.
6. 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		
Likelihood / Impact (Likelihood x Impact = Risk Score)		
Red	(15-25)	Extreme
Orange	(8-12)	High
Yellow	(4-6)	Moderate
Green	(1-3)	Low

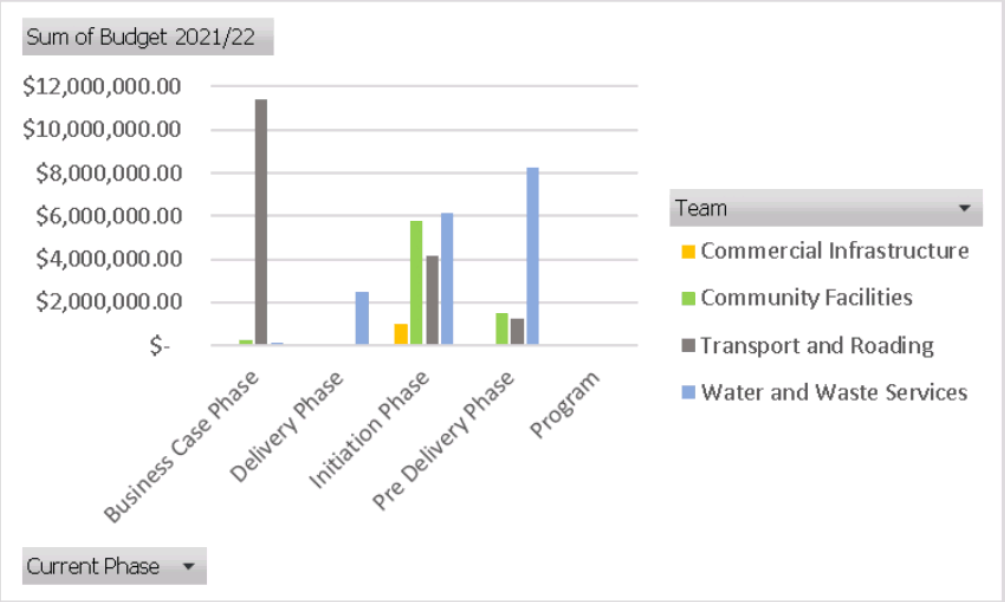
Likelihood	Consequence: Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25
4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20
3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15
2 Unlikely	Low 2	Moderate 4	Moderate 6	High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

Ref No.	Works Programme Risks	RISK FACTORS Post mitigation: Likelihood	Impact	Risk Score	Mitigation Actions
1	Covid-19 Supply issues	4	4	16	Contracts have been updated to cover pandemic clauses, and working with contractors to resolve claims with the latests September 2021 lockdown , SDC are working with suppliers to look at alternative supply options on a case by case basis to prevent programme delays
2	Works Programme for 21-22 not meeting targets	3	3	9	2021-2022 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 and working with new suppliers is underway
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 Council staff are monitoring the key suppliers and using as many local trades and companies as possible along with early engagement with contractors

Budgets for 2021/2022 by activity and phase

Row Labels	Commercial Infrastructure	Community Facilities	Transport and Roading	Water and Waste Services	Grand Total
Business Case Phase		$228,119.00	$11,391,283.00	$150,000.00	$11,769,402.00
Delivery Phase				$2,495,781.00	$2,495,781.00
Initiation Phase	$1,024,000.00	$5,784,778.00	$4,180,984.00	$6,127,183.00	$17,116,945.00
Pre Delivery Phase		$1,493,482.00	$1,250,000.00	$8,229,000.00	$10,972,482.00
Grand Total	**$1,024,000.00**	**$7,506,379.00**	**$16,822,267.00**	**$17,001,964.00**	**$42,354,610.00**

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



Activity overview – 2021/2022

Community facilities

The team has been working with the finance team to finalise the carry forwards from the previous year. A lack of contractor resource and a delay in materials has contributed to these projects not being completed. A strategic decision was also made to carry forward a number of the playground soft fill projects so that they could be combined with capital works projects that had been identified for this financial year.

The first part of community communication went out in the First Edition. This provided our communities with an overview of the number and value of projects that we intend to deliver. The second part of the communication is going into more detail about the individual projects and potential timeframes for delivery.

There was a good response to the two drop-in sessions that were held with contractors who expressed an interest in providing services to Council. There were 70 expressions of interest and both sessions had high attendance. Raising the awareness around the number of projects, the value of the projects and the fact that this level of work extended throughout the next 10 years was something that was appreciated by the contractors who attended the sessions.

A request of interest (ROI) was put out to the market for the toilet capital works. This package has a total value of $1,225,000. This closed on 11 September and we received three responses. This was rather disappointing as by providing a larger package of work it was expected that there would be more interest from the market.

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. We now have seven approved plans. 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.

Working with local contractors to help them meet Waka Kotahi traffic management requirements is becoming more difficult. This is holding up finalising the last of the contracts that went through the Section 17A review.

Staff are now focused on getting the capital works out to the market so that contracts can be awarded and work can start. Some initial quotes have been received and in some cases they are coming in over approved budgets and we are only receiving single responses. This is a direct affect of the lack of contractors and the cost of materials due to the current financial environment we are working in.

Water and waste

Operations and maintenance contract 10/01

The current inclement weather is putting pressure on operational resource due to flooding and power outages.

The current ultra-fast broadband programme is also causing additional workload due to a high number of incidents where Council assets are damaged during the fibre installation work.

Water

Design work continues on the Manapouri water treatment plant upgrade project.

Pre-design investigation work is underway for the Eastern Bush Otahu Flat water treatment plant upgrade.

The Sandy Brown Road booster station upgrade is awaiting the construction phase later in the year.

The Tuatapere water treatment plant aerator upgrade is complete.

Riverton water treatment plant UV treatment room is under construction.

Wellhead improvements are completed at Mossburn.

Winton water treatment plant pH correction project in design.

Wastewater

The two resource consents for Riversdale wastewater treatment and discharge have been granted by Environment Southland. The ephemeral waterway consent for diversion of the waterway associated with the rapid infiltration beds construction will now be lodged on behalf of the contractor. The land acquisition process is continuing and a drone flight including full survey has been scheduled. It is intended to have the project tendered soon to enable use of the approaching summer construction season.

Balfour resource consent renewal process has commenced with a strategic process being implemented with the consultant. This includes assessment of existing plant and equipment and a number of preferred solutions most likely to be shortlisted. A drone flight and contouring has been programmed for the existing site and neighbouring land to have better data in the evaluation process.

Manapouri consent is still in a holding pattern awaiting various data inputs, including existing oxidation pond sludge depth, contouring and power availability if this site is to be retained at any level of operations for the future outcome.

Winton strategic process has been adopted and is progressing well for the immediate short-term solution to meet compliance with the current consent.

A drone survey and contouring has been programmed for Edendale/ Wyndham treatment and disposal site in preparation for the resource consent renewal process, with a preference for land disposal.

Various other sites have been scheduled for oxidation pond sludge depth reporting with a preferred supplier.

Te Anau waste water treatment plant upgrade

The progress onsite for late August through to mid-September was halted due to Covid-19 lockdown, but this enabled the faulty pilot valves to be dispatched from Spain to New Zealand.

The remedial activities on the faulty valves and leaks commenced on 13 September and was completed on 16 September, with full assurances from the Australian valve distributor, Stantec and Peter Gearing that the system now has the full capability for full and final commissioning.

The remaining commissioning activities is halted due to the inability to get Peter Gearing on site due to his location of residence being Auckland. This will be reviewed on 21 September following the New Zealand Government's revelation of the level 4 Covid-19 lockdown with an alternative commissioning engineer being selected as a plan B currently.

The Te Anau membrane plant is in a secure status with all works completed, once the Kepler SDI field is deemed fit for purpose and fully commissioned, then the commissioning process will begin with the Te Anau membrane plant.

Stimulus programme

Lakefront Drive watermain upgrade is still on track for completion in October, with pipe installed to well past 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 on the Tuatapere watermain project is starting the week of 13 September.

The condition assessment panel is looking to begin works toward the end of September.

All projects are now allocated with Caswell Road sewer (and watermain through LTP funding) looking to start in October, Woodlands and Wyndham stormwater will be a likely November establishment.

Roading

Projects in progress

Both the design and build, northern and southern bridge renewal packages are now practically complete. Each bridge has a two year defects liability period and the contract will reach final completion in June 2023.

Resurfacing is programmed to recommence in October/ November, weather dependant.

The last two 2021/2022 pavement rehabilitations packages are in final stages of design review. The other three are currently out to market, either due to close or already under evaluation.

The 2021/2022 bridge programme has been confirmed and out to tender.

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

Design phase

The 2022/2023 bridge programme is being refined in line with reduced budgets and design work is expected to be underway by the end of the year. This will include the Lake Monowai Road suspension bridge stage two – deck replacement and painting contract.

Commercial infrastructure

Around the Mountains Cycle Trail

Council have approved the establishment of the Around the Mountains Cycle Trail Trust, and seven founding trustees have been appointed.

Te Anau wastewater scheme update to Committee

Record No: R/21/9/51906
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 29 September 2021.

Attachments

A Te Anau Wastewater Scheme Report to Services and Assets Committee - 5 October 2021 ⇩

SOUTHLAND DISTRICT COUNCIL

Te Anau Wastewater Scheme
Report to Services and Assets Committee

Progress report

September 2021

Executive summary

This reporting period covers activities on the Te Anau wastewater project from 24 July to 16 September 2021.

Overview

This period has seen minimal work on all sites for this period due to several constrains, but all sites have been secured and preserved over this period.

The progress onsite for late August through to mid-September was halted due to Covid-19 lockdown.

The main reason for the postponement of the commissioning phase was due to the identified failure of the Cometal pilot regulators that operate water flow to all 40 disposal fields, although the Covid-19 lockdown enabled the faulty pilot valves to be dispatched from Spain to New Zealand.

The remedial activities on the faulty valves and leaks commenced on 13 September and was completed on 16 September, with full assurances from the Australian valve distributor, Stantec and Peter Gearing that the system now has the full capability for full and final commissioning.

The remaining commissioning activities are halted due to the inability to get Peter Gearing on site due to his location of residence being Auckland. This will be reviewed on 21 September following the New Zealand government's revelation of the level 4 Covid-19 lockdown. An alternative commissioning engineer is currently being selected as a plan B option if Peter can't get out of Auckland.

The Te Anau membrane plant is in a secure status with all works completed, once the Kepler SDI field is deemed fit for purpose and fully commissioned, then the commissioning process will begin with the Te Anau membrane plant.

Main pipeline

During the Kepler SDI commissioning process, in excess of 4,000,000 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.

Over the commissioning postponement period, the pipeline was cycled with its volume displaced to ensure the chlorine residual levels remain, reducing the risk of algae growth.

Pasture management

The first cut for 2021/2022 season will commence in the next four to six weeks depending on grass growth and weather conditions, with the site fencing and demarcation of the disposal area in final stages of completion. 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 6-12 months and will amount to additional costs for the project.

Covid-19 delays

The level 4 Covid-19 lockdown made no major impact to the overall project, as the commissioning postponement has been initiated prior, with only the membrane plant head contractor lodging a notice of intent for possible Covid-19 lockdown associated extensions of time reacted costs.

Te Anau waste water liaison group

A third meeting will be held prior to the end of December 2021 updating all attendees of progress.

Health and safety

Health and safety performance continues to track well with zero lost time injuries and medical treatment injuries incidents across the project, attached are all incident reports raised by contractors onsite during construction and all onsite audits and safety observations completed by Southland District Council staff.

- 80,538 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

SDI irrigation

- completion of the faulty Cometal pilot regulator valves remedial works.

Programme risk

- inability of Stantec and Peter Gearing to conclude with a suitable solution for poor performing Cometal valves, resulting in 6-12 months delay in full commissioning
- Stantec 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 worldwide.

Master programme dates

ITEM	KEY START DATE	KEY COMPLETION DATE	ON/ OFF TRACK/ FORECAST CHANGES
Package 1 (Kepler Block)	September 2018	March 2020	Completed
Package 2 (Main pipeline)	July 2019	June 2020	Completed
Package 4a (MF Plant, Additional Storage)	5 October 2020	June 2021	Currently 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

Completed, awaiting approval to complete commissioning.

Package 4b SDI field

The Kepler SDI site postponement of the commissioning phase was due to the identified failure of the Cometal pilot regulators that operate water flow to all 40 disposal fields, although the Covid-19 lockdown enabled the faulty pilot valves to be dispatched from Spain to New Zealand.

The remedial activities on the faulty valves and leaks commenced on 13 September and were completed on 16 September, with full assurances from the Australian valve distributor, Stantec and Peter Gearing that the system now has the full capability for full and final commissioning.

The remaining commissioning activities is halted due to the inability to get Peter Gearing onsite due to his location of residence being Auckland. This will be reviewed on 21 September following the New Zealand government's revelation of the level 4 Covid-19 lockdown. An alternative commissioning engineer is currently being selected as a plan B option if Peter can't get out of Auckland.

This reporting period has seen no health and safety breaches for this expansive site, with all critical works coming to a completion.

Pasture management

The first cut for 2021/2022 season will commence in the next four to six weeks depending on grass growth and weather conditions, with the site fencing and demarcation of the disposal area in final stages of completion.

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	$8,462,127.86	$8,759,434.47
Package 4b (SDI field)	$5,266,362.00	$5,208,629.93	$5,339,965.98
Package 5 (professional fees)	$2,375,956.00	$3,297,910.28	$3,380,410.28
Package 6 (consents)	$600,000.00		$1,025,483.53
General work item	$200,000.00	$998,883.53	$154,164.32
Construction contingency	$2,739,357.50		
TOTALS	**$27,019,939**	**$25,123,171.15**	**$25,616,338.75**

Project risks

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

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