



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of a meeting of the

Assets Committee

in the

Council Chamber, Third Floor, Waitaki District Council Headquarters,
20 Thames Street, Oamaru

on Wednesday 15 March 2017

MEMBERSHIP:

Cr Kingan (Chair)
Cr Percival (Deputy chair)
Cr Garvan
Cr Tavendale

Mayor Kircher (ex Officio)
Cr Dawson
Cr Hopkins
Cr Wheeler

***In the interests of the environment and to help reduce photocopying costs,
please bring your Committee agenda with you to the meeting***

Assets Committee Meeting

Wednesday 15 March 2017
(Following Community Services Committee)

Council Headquarters, Council Chambers
3rd Floor, 20 Thames Street, Oamaru

- **Apologies**
- **Declarations of Interest**

	Page
1. Confirmation of Meeting Minutes	
• 1 February 2017	3-5
2. Waitaki Resource Recovery Trust Redevelopment Funding	
• Report and recommendation	6-15
3. Assets Group Activity Report	
• Memorandum and recommendation	16-24

"That the public be excluded from the following parts of the proceedings of this meeting, namely item 4.

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	
• Confirmation of minutes 1 February 2017	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).</p> <p>To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).</p>

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

- | | |
|---|-------|
| 4. Confirmation of Public Excluded Minutes <ul style="list-style-type: none"> • 1 February 2017 | 25-26 |
|---|-------|

Waitaki District Council

Assets Committee

Minutes of Assets Committee Meeting of the Waitaki District Council held in the Empire Room, Oamaru Opera House, Thames Street, Oamaru on Wednesday 1 February 2017 at 9.00am

Present Crs Kingan (Chair), Dawson, Garvan, Hopkins, Percival, Tavendale, Wheeler, Mayor Kircher

Apologies

In Attendance Cr Holding
Cr Wollstein
Dr Cloete (Acting Chief Executive)
Mr Jorgensen (Assets Group Manager)
Mr Hope (Chief Financial Officer)
Mrs Baillie (Customer Services Group Manager)
Mr Roesler (Policy & Communications Manager)
Mrs Tanner (Policy Officer-Governance)

Declarations of Interest

There were no declarations of interest.

1. Harbour Street: Improvements and Trial Closure

To improve the traffic and pedestrian flow around the Historic Precinct by modifying speed and parking within the general area and prohibiting vehicle access into Harbour Street between 10am and 4pm on weekends, by means of installation of retractable bollards.

RESOLVED
AC17/001

Crs Hopkins/Tavendale

"That the Assets Committee recommend that Council:

1. Consider the design and installation of the new footpath and retractable bollards.
2. Adopt the proposal to construct a raised pedestrian crossing.
3. Adopt Back Lane improvements.
4. Adopt a trial closure of Harbour Street."

CARRIED

2. Assets Group Activity Report

The purpose of this memorandum is to inform the Assets Committee about the activities of the Assets Group.

RESOLVED
AC17/002

Crs Hopkins/Dawson

"That the Assets Committee receives the information."

CARRIED

3. Moeraki Boulders SH1 Safety Improvements Update

The memorandum gives an update of progress by NZTA to improvements to the intersection at Moeraki Boulders, State Highway 1.

Councillors endorsed the positive outcome to the Moeraki safety improvements.

RESOLVED
AC17/003

Mayor Kircher/Cr Hopkins
"That the Assets Committee receives the information."

CARRIED

Meeting adjourned at 9.24am and will address public excluded items following Community Services and Customer Services Committee meetings. Meeting reconvened at 10.46am.

RESOLVED
AC17/004

Cr Hopkins/Mayor Kircher
"That the public be excluded from the following part of the proceedings of this meeting, namely:

- Lease of Land
- Underfloor Insulation of Council Owned Residential Rental Housing.
- Harbour Land."

CARRIED

"The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	
<ul style="list-style-type: none"> • Lease of Land • Underfloor Insulation of Council Owned Residential Rental Housing • Harbour Land 	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).</p> <p>To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).</p>

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

Refer to Public Excluded Minutes

RESOLVED
AC17/008

Mayor Kircher/Cr Tavendale
"That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required."

CARRIED

There being no further business the Chairman declared the meeting closed at 11.22am

Confirmed on this day, Wednesday 15th March 2017 at Waitaki District Council Chambers, Oamaru.

Chairman

Assets Committee Report

From Water Services and Waste Manager

Date 15 March 2017

Waitaki Resource Recovery Trust (WRRT) Redevelopment

Recommendations:

The Assets Committee recommends that Council:

1. confirms that resolution WDC 16/234 relating to glass noise at the WRRT site, has been met, and
2. approves WRRT's redevelopment plan, and
3. confirms by meeting resolution WDC 16/234 and approving the redevelopment plan, resolution WDC 16/235 relating to the funding of the WRRT redevelopment, has also been met.

Objective of the Decision

To address Council resolutions WDC16/234 and WDC 16/235 relating glass handling options so that the redevelopment of the WRRT site can proceed.

Summary

WRRT provide solid waste diversion and reuse opportunities to our community from their recovery park in Chelmer St, Oamaru. The site is operated in accordance with a Land Use Consent and provides, among other things, glass and green waste handling. Operation in accordance with the consent protects our community from potential adverse effects.

Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	Key	Cultural Considerations	No
Significance	No	Social Considerations	Key
Financial Criteria	Key	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	No

Background

A proposal to fund the redevelopment of the WRRT site (Appendix A) was deferred as Council sought to better understand potential noise implications of glass handling at the site following a noise related complaint. This prompted Council's Resolution WDC16/234, being:

"That Council:

1. Asks officers to present a report to Council on options that would enable adverse effects upon the amenity values of the surrounding residential zone to be remedied or mitigated."

Resolution WDC 16/234 was complemented by Resolution 16/235, being:

"That Council,

2. Subject to resolution of glass processing issues on site agrees to fund redevelopment to be approved by Council of the Waitaki Resource Recovery Trust Chelmer Street Resource Recovery Park to an initial budget sum of \$285,000 from the refuse collection reserve."

Council also sought clarification of green waste handling following the closure of the Oamaru Landfill.

Glass handling

Glass handling is a three-step process with each step generating some degree of noise. Noise investigations have confirmed that no noise exceeds the conditions of the consent (Appendix B) provided glass handling is not carried out on Sundays (which has since ceased).

Importantly WRRT has been proactive in investigating methods to lessen impact of noise on their neighbours beyond what is required by the resource consent.

Longer-term options for glass handling and noise reduction have further been considered including:

- discontinuation
- full enclosure

- relocation (Appendix C).

Discontinuation would increase disposal costs for our community and full enclosure would be too expensive. Relocation off-site would increase handling costs and could result in noise complaints at the new location.

Relocation within the current site would move the source noise further from neighbours, lower the noise levels below current consent requirement and is cost effective to achieve. This is proposed in the redevelopment and these changes should meet the intent of lowering the impact of WRRT's glass operation on the amenity value of its neighbours.

Green waste handling

Complaints have also been received regarding WRRT's green waste operation and it has been thought that greenwaste composting has been taking place. The Otago Regional Council has investigated and is satisfied that composting is not taking place. However, in the spirit of good neighbours, WRRT are now proposing to transport green waste off site for processing. This change will resolve the issue of whether composting is occurring or not on their site.

This change again appears to meet Council's intent of lowering the impact of their operation on neighbours, beyond what is required in WRRT's resource consent.

Green waste volumes are split approximately 50/50 between domestic and commercial users and lends itself to dual drop off locations with domestics using WRRT and commercials using the Refuse Transfer Station (RTS). Council Officers have been working with both WRRT and Waste Management to implement a similar level of service for its customers. The relationship between WRRT Waste Management and Council is working really well and shows the effect of the MoU signed between the three organisations.

Moving forward Green waste will be able to be disposed of at two sites:

- WRRT (as customers can now)
- Waste Management transfer station (similar to how it is accepted at the landfill).

The green waste will be transported from WRRT and the RTS to the Oamaru Landfill site for processing and use as mulch on-site. Longer term, WRRT are investigating other processing options at an alternative site. WRRT have advised that a degree of pre-processing may be carried out at their site to reduce transport volumes, subject to a favourable cost/benefit assessment.

Green waste charging, once the landfill closes has been a concern. We can now confirm that Waste Management will be charging \$90 per tonne with a minimum charge of \$12.50 per load, similar in pricing structure to the Oamaru landfill. WRRT have advised us that they are changing their charging from a volumetric basis to a per load basis. These charges will be available soon.

WRRT Redevelopment Plan

The final redevelopment plan for the upgrade of WRRT is attached to this report in Appendix A. This plan shows the changes discussed above, as per its requests. Council officers have reviewed the plan and believe it meets Council's requirements. Recommendation 2 of this report seeks Council approval of the redevelopment plan.

Summary of Options Considered

Option 1: Resolution WDC 16/234 has been met (recommended)

In this option Council agrees that, WRRT operating in accordance with their consent and with the additional steps taken to further reduce impacts on neighbours amenity values, that the intent of resolution WDC 16/235 has been met therefore enabling the funding for the WRRT redevelopment to be released.

This option is recommended.

Option 2: Resolution WDC 16/234 has been not been met

In this option Council agrees that although WRRT are operating in accordance with their consent there remains adverse effects on the amenity values of the surrounding residential zone is occurring and further options should be investigated.

This option is not recommended.

Assessment of Preferred Option 1

Option 1 is the preferred option.

This is because the consent is the appropriate mechanism to place controls over activities. Option 1 provides confidence and clarity to consent holders and the community that activities, when carried out in accordance with consent conditions, satisfy the performance requirements.

Having considered the options summarised above, the following conclusions have been reached.

Conclusion

Consent conditions set in place the performance requirements for activities and that by meeting these requirements consent holders are behaving in a responsible manner. The WRRT operation currently satisfies the consent requirements or better and will be further improved by the proposed redevelopment of the site. It is recommended that Council consider giving the site improvement project a green light.



Martin Pacey
Water Services & Waste Manager

Neil Jorgensen
Assets Group Manager

Attachments:

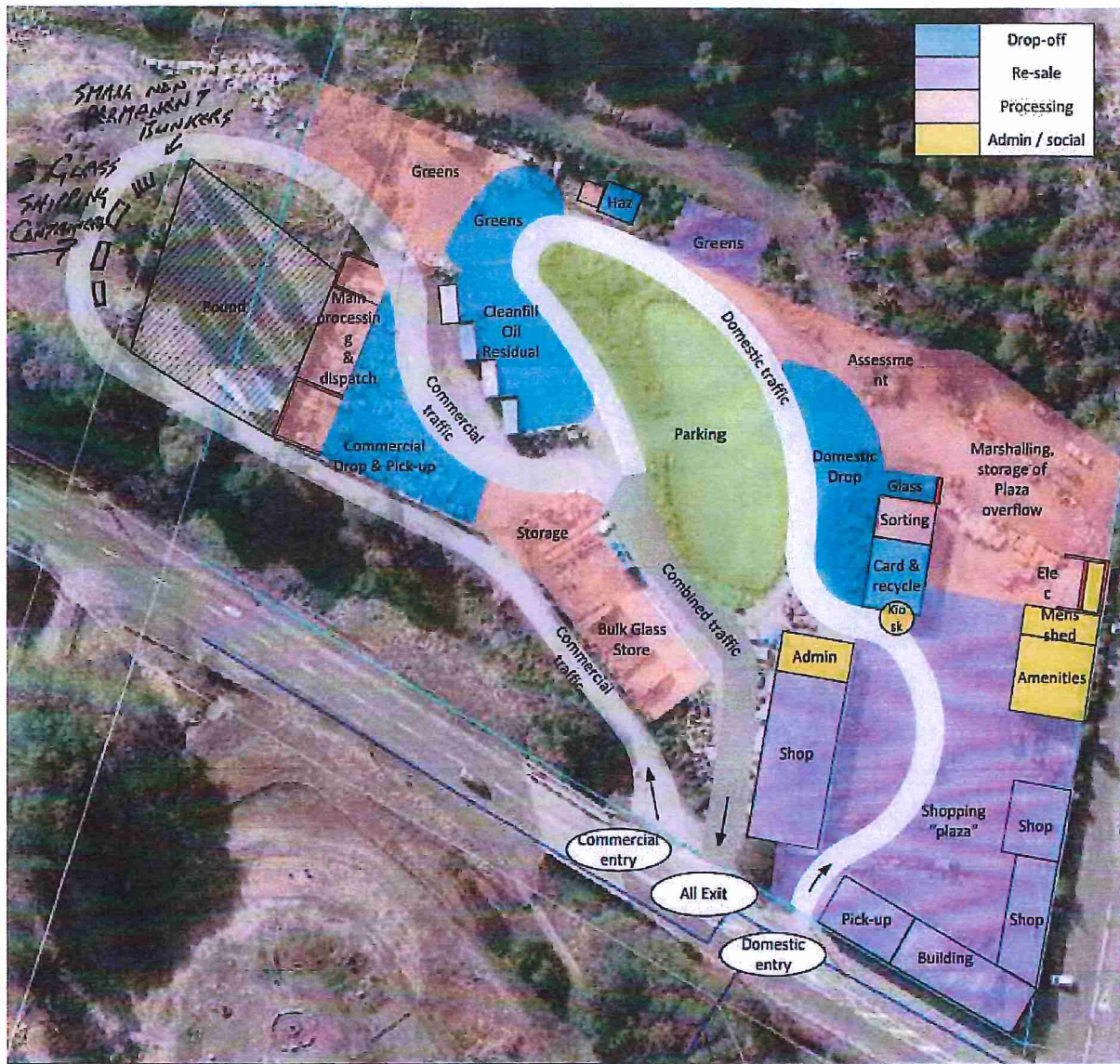
- Appendix A – WRRT redevelopment concept plan
- Appendix B – WRRT fact sheet
- Appendix C – WRRT land use consent
- Appendix D – Glass handling options

Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Nil

Appendix A



WRRM Redevelopment utilising existing Chelmer St access to dog pound and reserve for commercial traffic.
21 February 2017



Waitaki Resource Recovery Trust

Important information to guide decision making around funding the re-development of the WRRT site.

Council no longer provide.

Council will not provide waste services in Oamaru once the landfill closes with this being provided by the private market, including WRRT. WRRT is the primary point of contact for ratepayers.

Councils role is different

Councils role, as stated in the MoU, is to represent the interests of the community and support the other parties, not provide actual services. The best results will be gained by Council supporting our provision of the service.

High value of WRRT services.

WRRT diverted 4,345T of waste from the landfill in the 2016 calendar year. Our ratepayers saved \$695,200 in landfill fees. Similar quantities are expected to be diverted in the 2017 year and at expected RTS charges ratepayers will save some \$999,350 (\$1MILLION!).

Glass quantities.

Some 500TPA of glass is diverted at WRRT. This tonnage has remained consistent for many years and is forecast to remain so into the future. The commonly circulating statements of increasing glass volumes are simply not true.

Consent compliance with noise limits.

Extensive, peer reviewed testing carried out by Council has not identified any noise breach of the Monday to Saturday limits. Sundays have a much lower limit and while no breach has been measured, we have changed our process to ensure Sunday compliance.

Redevelopment benefits to glass noise.

Our operation is in accordance with noise limits. However, by semi enclosing drop-off, relocating bunkering and loading operations, we can reduce noise even further.

Discontinuing glass diversion.

Glass is a high profile, low profit recyclable material. Stopping collection of glass has merit but would increase costs to the community of some \$80,000 PA at current landfill charges and \$115,000 at expected RTS charges.

Noise issue delaying Redevelopment of the site.

The glass noise issue has been taken seriously and redevelopment will lessen it further. The need for the redevelopment is clear and well understood and there seems no reason to delay approval of the funding further. We urge Council to support and verify resolution WDC 16/235

Appendix C

File Ref: 201.2012.299
 Enquiries to Planning Department
 Email: service@waitaki.govt.nz

20 February 2013

Waitaki Resource Recovery Trust
 PO Box 322
 Oamaru 9444

Attention: Marion Shore

Dear Madam

Resource Consent Section 127: Waitaki Resource Recovery Trust, 42 Chelmer Street Oamaru 9400

Council has granted consent to change conditions of your subdivision 201.2012.299 pursuant to sections 127 of the Resource Management Act 1991.

The decision on your resource consent was made by the Planning Manager pursuant to authority delegated in accordance with Section 34A(1) of the Resource Management Act 1991.

Granted to: Waitaki Resource Recovery Trust

Consent: To amend Condition 1 and Condition 4 to Landuse Resource Consent LRC 03/21.

Date Granted: 20 February 2013

In connection with the following property:

Legal Description: Lot: 4 DP: 383056

Subject to the following conditions:

Subdivision Consent:

General:

1. That the proposed activities shall be established, located and carried out in accordance with the documentation submitted with the application for resource consent, and the Amended Site Plan attached to this the original decision and the plan submitted with application 201.2012.299 and received by Council on 14 December 2012.

2. That the consent holder shall operate the site in general accordance with an Operations and Management Plan approved by the Consent Authority. The Operations and Management Plan shall address but not be limited to:
 - A description of the resource recovery park
 - A description of the procedures for ensuring the maintenance and monitoring of the site and operation of its facilities including, but not limited to, dust, vermin, pests, noise, litter, and odour, and the avoidance of any onsite receipt of hazardous or offensive waste.
 - Contingency and emergency plans
 - Other actions necessary to comply with the requirements of the resource consents associated with the operation.
3. That the Operations and Management Plan shall be reviewed annually in consultation with the consent authority and shall be amended as the consent authority may require to ensure any adverse effects of use are avoided, remedied, or mitigated.
4. That the hours of operation shall be between 0800 and 1800 inclusive, seven days a week, with public access being limited to a maximum of four days per week as nominated from time to time by the consent holder.
5. The activity shall comply with the critical zone standards for noise set out in the Proposed District Plan for activities other than residential activities within the Residential Zone.
6. That the existing landscaping and planting along the Chelmer Street frontage of the site, as shown on the Amended Site Plan submitted be retained and maintained. New and additional planting as shown on the plan shall be established within 3 months of the issue of the resource consent. If any landscaping dies or is damaged or diseased, it must be replaced as soon as practicable with similar species. The planting shown on Cam Street is to be extended to the northern end of Cam Street and is to screen existing buildings and entry. Cam Street entry is to be closed off and fenced with a screen at least 2 metres in height extending to join the rear walls of the buildings on either side of the entry.
7. That any consents necessary for the proposed activities from the Otago Regional Council shall be obtained prior to the commencement of the composting operation and shall be maintained during the exercise of this consent.
8. That recovered materials are to be located and contained so that no materials are capable of broadcast by wind or rain.
9. That the operations are conducted in such a manner that no nuisance to neighbouring property owners may arise.
10. There shall be no objectionable or offensive odours beyond the boundary of the site.
11. Any litter occurring within the site shall be picked up daily.
12. That any security lighting shall be positioned so that there is no direct light spill onto any residential property.

13. No outdoor storage or processing of non-organic materials may occur except within the working area enclosed by present buildings or inside such buildings.
14. That entry and exit points from the site be located as shown on the Amended Site Plan.
15. That all onsite staff car parking be within the area marked "Staff car parking" on the Amended Site Plan.
16. That a blue chevron-type double-sided motorist services information sign depicting, in white lettering, "Recycle Park" or similar shall be erected on Chelmer Street on the east side of the road opposite the entrance indicating the entrance to the recovery park.
17. That public access to the site may not commence until the Chelmer Street 50 kmp speed restriction sign is relocated to (or beyond) the Stoke Street intersection.
18. The conditions of this consent may be reviewed annually by the Waitaki District Council in accordance with section 128 of the Resource Management Act 1991 for the purpose of dealing with any adverse effects on the environment which may arise from the exercise of the consent.

Commencement of Consent

Your attention is drawn to Section 116 of the Resource Management Act 1991 which provides that any resource consent which has been granted shall, unless stated otherwise, commence either, when the time for lodging appeals expires and no appeals have been lodged, or when the Environment Court determines the appeals or all appeals are withdrawn.

Lapsing of Consent

Your attention is also drawn to Section 125 of the Resource Management Act 1991 which provides that a resource consent lapses on the date specified in the consent or, if no date is specified, five years after the date of commencement of the consent unless before the consent lapses the consent is given effect to or an application is made to the Council to extend the period after which the consent lapses, and the Council decides to grant an extension.

Right of Objection

Please note that pursuant to Section 357A of the Resource Management Act 1991, you may, within 15 working days of being notified of this decision, object by notice in writing to the Council in respect of any aspect of this decision. The Council is required by the Act to consider any objection and to decide whether to dismiss or uphold the objection wholly or partly. (There is a right of appeal, pursuant to Section 358 of the Resource Management Act 1991, to the Environment Court against Council's decision on any such objection).

Right of Appeal

As an alternative to your right of objection pursuant to Section 357 of the Resource Management Act 1991, please note that pursuant to Section 120 of the Resource

Management Act 1991, you may, within 15 working days of receiving notification of this decision, appeal to the Environmental Court against the whole or any part of Council's decision, in accordance with Section 121 of the Act, by writing to:

The Registrar, Environment Court, P O Box 2069 Christchurch.

Cost of Processing Consent

Where the costs incurred in processing the application exceed the deposit paid, an invoice will be sent to the applicant within the next few weeks. If you would like to make alternative arrangements for paying the invoice, then please contact us.

Customer Survey

To enable us to provide an efficient and friendly service to our customers we would appreciate your feedback on how we in the Planning Department handled your resource consent.

By answering a few short questions in our on-line survey we can continuously improve our service to you. The link may be found as follows:

<http://www.surveymonkey.com/s/planningloss>

Yours faithfully



M A Gardiner
Planning Administration

Appendix D

Discontinuation, full enclosure or relocation are suitable options for reducing this noise source. Discontinuation would increase disposal costs for our community and full enclosure would be too expensive. Relocation off-site would increase handling costs and could result in noise complaints at the new location. Relocation within the current site would move the source noise further from neighbours and lower the already compliant noise levels.

Discontinuation.

Glass could be rejected as a recoverable material. This would remove glass noise as glass resource would enter the general residual waste stream and be deposited to landfill. Glass resource is consistently around 500TPA and would cost our community somewhere in the order of **\$115,000** each year in RTS fees should it not be intercepted and reused.

Full enclosure.

Glass handling could be enclosed in a purpose-built building. The building would need to be substantial enough to house drop-off and drop-off vehicle manoeuvring; bunkering and bunker handling; transport container space and loading. This would necessitate a high roof building (to accommodate fork lift loading movements) of some 350 to 400m² floor area. The estimated cost would be around **\$500,000**

Relocate to another site.

Glass drop-off could continue at the WRRT site with bunkering and transport loading being carried out at an alternative site. Drop-off containers could be loaded and transported to this alternative site as required throughout the day. Annual operational costs would increase to fund land costs (or land rental), handling and transport running costs, and capital investment would be needed to fund additional drop-off containers and development of the alternative site (build landings, access, bunkers etc.). Costs could be in the order of:

Item	Capital	PA cost	Basis
Rental	nil	\$30,000	Adopted
Handling & transport	nil	\$12,000	Labour 1 hrs/day, 6 days/week, \$40/hr
	nil	\$19,000	Forklift 1 hrs/day, 6 days/week, \$60/hr
	nil	\$31,000	Hiab 1 hr/day, 6 days/week, \$100/hr
Additional drop-off	\$50,000	\$4,000	10 containers, 20yr life, 5.5%, 20yr term
Alt site development	\$20,000	\$2,000	Bunkers
	\$20,000	\$2,000	Site work, fencing
Annual cost		\$100,000	PA increase

Relocate on existing site.

Glass drop-off remains unaltered. Bunkering and transport loading relocated to western end of site. Earthworks included in redevelopment funding estimate. New bunkers required at around **\$2,000 PA** servicing cost (\$20,000 capital spend)

Assets Committee Memorandum

From Assets Group Manager

Date 15 March 2017

Assets Group Activity Report

Recommendation

The Assets Committee receives the information.

Summary and Purpose

The purpose of this memorandum is to inform the Assets Committee about the activities of the Assets Group.

1. Roothing General

We have started preparation for the next triennium of Financial Years (2018-21) through the Regional Land Transport Plan via the Regional Transport Committee. There was a workshop held 8 March between Council and the Regional to outline the process and issues for Waitaki District and the other Southern Road Controlling Authorities.

NZTA have now commenced a project to improve safety at the Moeraki intersections, with the likely installation of rural speed warning signage and road marking. We have had some discussions with NZTA and a workshop is planned to be held in the Palmerston Offices on 6 April 2017 (more will be advised once known).

The trial closure of Harbour Street commenced and though there were some comments opposing the closure it was overwhelmingly well received. All the other signage and road markings have been completed.

The traction seal extension programme has been extended with the receipt of NZTA funding. Nine intersections are to be sealed back 50 metres with 2 washovers having the approaches sealed. The additional funding is \$113,000, and work is due to start in March.

1.1. Customer Service – CRM Process

A total of 32 requests were received by the roading team in January:

- 5 for grading or metal on roads
- 4 for unsealed potholes
- 6 for side drains
- 5 for signs/damage
- 1 for bridge damage reporting
- 6 seal failures - a mix of potholes, under runners and slumping
- 1 Roothing General – Question in regard to activity
- 3 for Waste Water-incorrectly entered

1.2. Operations

Council is still experiencing some issues finding reasonably priced gravel and gravel supply to service the Waihemo area (Palmerston/Goodwood/Dunback), but it is hoped to have this resolved soon. Half of the programmed remetalling has been delayed because of this, however the stable weather has kept surfacing in good condition.

Our regular attendance to the road surface failures at Haven Street, Moeraki, has continued, including resurfacing. Unfortunately a further failure at the intersection of Haven and David Streets has necessitated more smoothing works.

1.3. Communications

Date	Customer/Client	Outcomes
February	Oceana Gold	Discussions over road closures for forthcoming winter
January	Network Waitaki	Placement of electric vehicle charging points
January	DoC	Access to Gards Road parking area
February	Building/Planning	Defining Property Boundaries in communications with customers (Wording)
February	Oceana Gold	Legal matters concerning consents to extend Coronation mine.
February	Port Blakely	Payment for rock royalties –horse Range Road (\$9500)
February	Ritches Coachlines	Roading requests-Roads they choose to operate on
February	Expression of interest sort for the installation of LED street lighting	1 received and communication started to seek an outcome

1.4. Projects

Well underway		Comment
Reseal Programme		Reseal programme has been completed.
Re-metalling Programme		Some roads have been re-metalled for road reshape and crowning purposes to assist resilience. The general programme is continuous.
Bridge Renewal Programme		Dunback Swing Bridge repairs completed with the bridge opened for pedestrians before Christmas. Galbraith bridges tender has closed and evaluation is underway.
Footpath Renewal Programme		Works by Whitestone Contracting Ltd are completed
Minor Improvements Programme		Works underway. Essex St works complete
Rehabilitation Programme		All rehab construction works are completed-only headwalls to go on culverts
Rural Resilience Project		30metres of side drains renewed. 397 metres of culvert renewals completed.
Bridge Maintenance		Bridge maintenance works identified 98% complete and to estimates.
Seal Widening Programme		Works progressing well
Remarking Contract		Works underway
Traction Seals		Works due to start on remaining sites
Larger Projects (Prioritised)		
1	Maintenance Contract Renewal	Tender closes on February 28 th and the successful tenderer should be known by this meeting.

Well underway		Comment
2	Oamaru Coastal Protection	The tender has been let and work is planned to start in April. Paul Smith Contractors were the successful tenderer.
3	Kakanui Under slip road realignment.	We have sought prices from 4 contractors which close 7 March.

Tenders recently let

Title	Tenders Received	Awarded to	Tender Value	Start Date	Expected completion date
Coastal Protection South of Oamaru Creek	3	Paul Smith Earthmoving Ltd	581,160.60	09/02/17	30.02.17

2. Water Services and Solid Waste

2.1. Customer Service

Since commencement of the 2016/17 financial year, over 1600 CRMs have been resolved by the water services reticulation contractor and officers with 90% completed within the required timeframes.

2.2. Operations

Reticulation

The number of water reticulation repairs carried out by SouthRoads appears to be trending back down following a chaotic Christmas. January brought with it an unusually high number of major water main failures, the cause of which is unconfirmed however likely to be as a result of pressure spikes. On-going water issues in Moeraki have consumed a great deal of officer time to resolve.

Water Facilities

Operation of the water facilities transitioned from Whitestone to SouthRoads on the 24 February providing much needed security of skilled treatment operators and backup. The roof of the Omarama Reservoir is in a poor state and is scheduled to be replaced. Replacement of the failed tanks at the Moeraki Reservoir are further scheduled.

Wastewater Facilities

The method in which we deliver wastewater facility operations and maintenance is under review with a Request for Proposal anticipated to be released to the market in March.

2.3. Communications

Date	Customer/Client	Outcomes
Multiple occasions	Otago Regional Council	Various communications regarding renewal of the discharge permit for Moeraki Wastewater Treatment Plant and renewal of water permits for Herbert-Waianakarua and Hampden-Moeraki water supplies.
Multiple occasions	Waitaki Resource Recovery Trust	Various communications regarding delivery of solid waste services (greenwaste and cleanfill) following Oamaru Landfill closure.
Multiple occasions	Waste Management	Various communications regarding delivery of solid waste services following Oamaru Landfill closure.
Multiple occasions	HamNak (H2OurHealth) Property Owners	Completed negotiations with landowners regarding pipeline access agreements.

Date	Customer/Client	Outcomes
Multiple occasions	NZTA	Various communications regarding works within State Highway road reserve i.e. H2OurHealth, Moeraki Wastewater Disposal and South Hill Water Reticulation Upgrades.
Multiple occasions	KiwiRail	Various communications regarding works within railway corridor i.e. H2OurHealth, Moeraki Wastewater Disposal and South Hill Water Reticulation Upgrades.
Multiple occasions	Heritage New Zealand	Various communications regarding Archaeological Authorities for H2OurHealth and South Hill Water Reticulation Upgrades.
Multiple occasions	Kai Tahu ki Otago	Various communications regarding renewal of the Moeraki wastewater discharge permit and the Hampden-Moeraki water supply water permit.
Multiple occasions	Waitaki Developers	Various communications regarding subdivisions and developments i.e. Weston Road and Hospital Hill.
Multiple occasions	Various Contractors	Various communications regarding tendering of works i.e. South Hill Water Reticulation Upgrades.
Multiple occasions	Otago Daily Times	Various communications regarding H2OurHealth.
Multiple occasions	Network Waitaki	Various communications regarding power outages, facility pole replacements and provision of information for the Annual Feedback Survey.
January	ECan	Various communications regarding the Otematata flooding event and consequential impacts on the Wastewater Treatment Plant.
January	Water Consumers – Otematata, Herbert/Waianakarua, Hampden/Moeraki	Advertising of Boil Water Notices.
January	Ahuriri Community Board	Workshop regarding the Ohau Water Treatment Upgrade project.
February	Various Landfill Account Holders	Communications regarding provision of future solid waste services following Oamaru Landfill closure i.e. Awamoa Bins; various landscaping businesses.
February	South Hill Residents	Information to residents directly affected by the works.
February	Oamaru and Environs Residents	Information regarding provision of future solid waste services following Oamaru Landfill closure
February	Public Health South	Herbert-Waianakarua Water Safety Plan implementation assessment.
February	Stoneburn Operational Liaison Group	Communication regarding renewal of the Stoneburn water permit.
February	Otago Polytechnic	Communication regarding 2017 course plan for water services cadet.
February	Omarama Airfield	Various communications regarding land agreement and lease documents for future disposal trenches on airfield land.
February	Lions	Communication regarding assistance during the Oamaru Landfill closure.

Date	Customer/Client	Outcomes
February	Ministry for the Environment	Communication regarding waste handling at the Oamaru Landfill.
February	HamNak Reference Group	Update on the progress of the H2OurHealth project.
February	Transpower	Communication regarding participation in the National Demand Response Programme.
February	Timaru District Council Water Engineering and Operators	Knowledge sharing opportunity during a tour of the Oamaru Water Treatment Plant.

2.4.

Projects**Larger Projects (Prioritised)**

1	Oamaru Landfill Closure	Construction of the new transfer station is on schedule. Public communication regarding the landfill closure delivered. Waste Management and WRRT working on options for handling of greenwaste and cleanfill.
2	H2OurHealth (HamNak pipeline) Project	Landowner agreements completed. Draft contract documents under review by Council Officers and expected to go to public tender in early March.
3	Oamaru South Hill Water Reticulation Upgrades	Whitestone Contracting Ltd awarded the Stage 1 reticulation upgrade contract and possession of site taken. SouthRoads engaged to complete pipeline upgrades on Cross and Itchen Streets and around the South Hill Reservoir.
4	Moeraki Wastewater Disposal Upgrade	Design and contract documents complete. Awaiting Resource consent approval.
5	AMP Update	Waugh Infrastructure engaged to complete the 2018 Water, Wastewater and Stormwater Activity Management Plan updates.
6	Corriedale Water Management Review	A risk assessment of the existing management of the Corriedale water supplies is underway and an options report will come back to the Assets Committee.
7	Chelmer Street Sewer Main Upgrade	Approximately 370m of sewer main identified as requiring upgrade. Drawings and specifications being prepared to provide to selected contractors for pricing.
8	Oamaru Tower Zone Capacity Assessment	A capacity study of the Oamaru Tower zone is underway to ensure sufficient fire-fighting capacity exists following increased demand from the Old Hospital Hill and Retirement Village developments.
9	Oamaru Water Supply Chlorine Analysis	Modeling of the existing chlorine levels in the Oamaru Water Supply zones is underway, to identify options to ensure the levels are consistent across the network.
10	Kakanui Slip Water and Sewer Main Replacements	SouthRoads engaged to renew the above ground water and sewer pipelines prior to construction of the road improvements.

Larger Projects (Prioritised)		
11	Oamaru Wastewater Treatment Plant Capacity Assessment	ADI Solutions engaged to assess the BOD5 capacity of the treatment system and identify improvements to resolve consent transgressions and poor treatment of septage waste.
12	Sewer Lateral Ownership Assessment	Assessment complete and report provided to Council officers for review.
13	District Wide Solid Waste Review	Review of the future of solid waste services in Waitaki and the 2012-2020 Waste Minimisation Plan, underway.
14	Omarama Water Upgrade	Design of the treatment plant building and associated pipework complete. Further works on hold.
15	Ohau Water Upgrade	Workshop with the Ahuriri Community Board held in February to confirm the most appropriate way forward. Further works on hold.
16	Wastewater Overflow Mitigation, Oamaru	On hold.
17	Holmes Wharf Deck Replacement	On hold.
18	Hampden On-Site Wastewater Management	On hold until Oamaru Wastewater Treatment Plant Capacity Assessment complete.

2.5. Financials

The water and sewer operations expenditure are tracking over budget for the first time for a number of years.

The likely cause therefore, is the increase in the "per item" scheduled rates of the water and sewer reticulation operations and maintenance contract following public tender last year. Changing times mean the new rates cover more than simply repairing pipes. They incorporate increased requirements relating to health and safety, quality reporting, customer interaction and reinstatement.

Officers are confident that with careful management over quality, which reduces re-work - coupled with on-going renewals will reduce the overall operational expenditure over time.

3. Property

3.1. Customer Service

Since the commencement of the 2016/17 financial year, Property achieved a 94% response rate to CRMs and a 100% resolution rate.

3.2. Operations

Property sales update

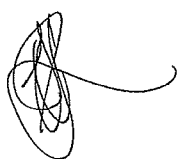
All Cirrus Place sections have now settled. The 15ha site at Omarama-Otematata Road near Prohibition Road still for sale by negotiation.

A number of renewal projects are underway:

- Three Community Housing units: Reed Street x 2 and Exe Street
- Aln Street residential housing
- Library lighting, ventilation and carpet
- Headquarters Assets floor refurbishment

3.3. **Projects**

Larger Projects (Prioritised)		
1.	Court House	Planning underway to get the Court House ready for occupation.
2.	North Otago RSA	Planning is underway to get the RSA building ready for occupation.
3.	Reserve land swaps	Work in progress
4.	Land development and sales	Various sales and projects are underway and workshops/reports will be prepared to present to Council as required.
5.	Penguin Colony Stage 2	Work is progressing well.
6.	Property Debt Project	On hold until other priorities are completed. Report to be developed for Council approval.
7.	Airport development plan and district plan review	Report for Council on the plan for future development at the airport is on hold until other priorities are completed.
8.	Options for Freezer Building	Report to be prepared for Council consideration once other priorities are completed.
9.	Forrester Heights	This project is not being progressed until other priorities are completed.
10.	Harbour Development Strategy	The Harbour Portfolio is working on a draft layout. This will be presented to the Assets Committee in due course.
11.	Community Housing Review	It is intended to review Community Housing once other priorities are completed.
12.	Halls Review	Awaiting other priorities to be completed.



Neil Jorgensen
Assets Group Manager

Attachment
CRM Report

**WDC CRM Statistics for YTD 2016/17 as at:
Thu - 02 Mar 2017 - 6:45 AM**

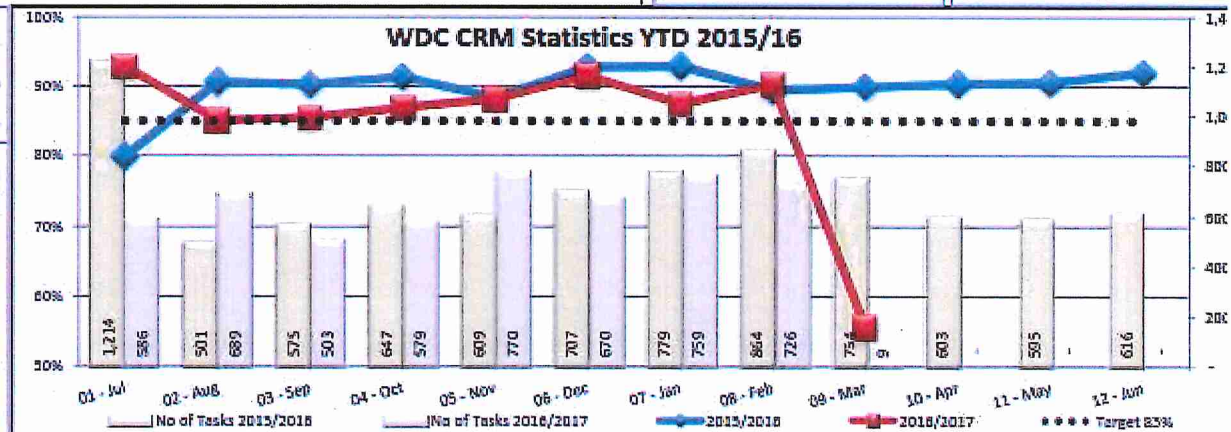
KEY: Under = Closed Before Due Date, Over = Closed After Due Date, No Due = No Due Date

All Tasks											
Status	Assets		Community		Customer		CEO		Total Tasks		Total %
	Tasks	%	Tasks	%	Tasks	%	Tasks	%			
Under	4,678	86%	1,066	70%	1,678	82%	502	83%	7,923		83%
Over	595	11%	374	24%	273	14%	56	10%	1,303		14%
Overdue	17	0%	17	1%	10	0%	2	0%	46		0%
Open	41	1%	44	3%	25	1%	4	1%	114		1%
No Due	55	2%	25	2%	43	2%	7	1%	130		2%
Total	5,420	100%	1,527	100%	2,039	100%	571	100%	9,557		100%

Success Rate											
Assets		88%	Community		73%	Customer		85%	CEO		85%
Waters		86%	Parks		73%	Regulatory		85%	Finance		90%
Roading		92%	Community		50%	Planning		87%	CEO		50%
Property		97%				Emergency		50%			
IT		91%				CCT		-			

2017	Officer	Contract
Responds	81%	89%
Resolve	91%	76%
Overdues	27	19
Parks	17	17
Waters	1	1
Regulatory	3	3
Roading	1	1
Finance	2	2
IT	1	1
Emergency Se	1	1

Group	
Assets	CEO
Community	Customer
Department	
IT	Property
Roading	Waters
CCT	CEO
Community...	Emergency...
Finance	Parks



**WDC CRM Statistics for YTD 2016/17 as at:
Thu - 02 Mar 2017 - 6:45 AM**

Respond										
KEY: Under = Closed Before Due Date, Over = Closed After Due Date, No Due = No Due Date										
Assets			Community		Customer		CEO		Total Tasks	Total %
Status	Tasks	%	Tasks	%	Tasks	%	Tasks	%		
Under	2,339	86%	647	84%	435	70%	193	84%	3,614	83%
Over	358	13%	118	15%	174	28%	32	14%	682	16%
Overdue	13	0%		-	4	1%	2	1%	19	0%
Open	22	1%	3	0%	5	1%	3	1%	33	1%
No Due		-		-		-		-		-
Total	2,732	100%	768	100%	618	100%	230	100%	4,348	100%
Success Rate		86%	85%	71%	85%			84%		
Waters	82%	Parks	85%	Regulator	70%	Finance	85%			
Roading	94%	Communi	-	Planning	80%	CEO	100%			
Property	94%			Emergenc	-					
IT	80%									

Resolve										
Assets			Community		Customer		CEO		Total Tasks	Total %
Status	Tasks	%	Tasks	%	Tasks	%	Tasks	%		
Under	2,340	90%	419	57%	1,243	91%	309	93%	4,311	86%
Over	237	9%	256	35%	104	8%	24	7%	621	12%
Overdue	4	0%	17	2%	6	0%		-	27	1%
Open	19	1%	41	6%	20	1%	1	0%	81	2%
No Due		-		-		-		-		-
Total	2,600	100%	733	100%	1,373	100%	334	100%	5,040	100%
Success Rate		91%	61%	92%	93%			87%		
Waters	90%	Parks	60%	Regulator	92%	Finance	93%			
Roading	90%	Communi	100%	Planning	94%	CEO	-			
Property	100%			CCT	-					
IT	94%			Emergenc	100%					