



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting

and

AGENDA

of the

Assets Committee

in the

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

on Tuesday 20 March 2018

Assets Committee Membership:

Cr Kingan (Chair)
Cr Percival (Deputy chair)
Cr Holding

Mayor Kircher (ex Officio)
Cr Perkins
Cr Tavendale

Assets Committee Meeting

Tuesday 20 March 2018

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

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1. Apologies	
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3. Confirmation of Previous Meeting Minutes	
(a) Assets Committee 13 February 2018 (Public)	3 – 5
(b) Assets Committee 13 February (Public Excluded) – Subject to agreement at the top of the meeting that there will be no discussion on the Public Excluded Minutes of the Previous Assets Committee Meeting on 13 February 2018, there may be an additional resolution here (under Agenda Item 3(b)) to confirm those minutes in the public session (rather than in the Public Excluded section as Agenda Item 9 listed below). If such a resolution is taken, then there will be no public excluded session at this meeting.	
4. Kurow Irrigation Race Easement	6 – 10
• Report and Recommendation	
5. Draft Waste Management and Minimisation Plan (WMMP) and Summary Document (for approval)	
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• Draft Waste Management and Minimisation Plan (WMMP) (circulated as a separate agenda document)	(separate)
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• Memorandum and Recommendation	

8. Resolution to Exclude the Public (if required; refer item 3 (b) above for further information) —

"That the public be excluded from the following parts of the proceedings of this meeting, namely item 9.

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:	
9. Confirmation of Previous Meeting Public Excluded Minutes – Assets Committee 13 February 2018 PE	<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."

9. Confirmation of Previous Meeting Public Excluded Minutes – Assets Committee 13 February 2018 PE 38
(if not confirmed as Agenda Item 3(b) in the public session).

Assets Committee Members:

Cr Kingan (Chair)	Mayor Kircher (ex Officio)
Cr Percival (Deputy Chair)	Cr Perkins
Cr Holding	Cr Tavendale

Waitaki District Council

Assets Committee

**UNCONFIRMED MINUTES of Assets Committee Meeting of the
Waitaki District Council held in the Council Chamber,
Waitaki District Council Headquarters, 20 Thames Street, Oamaru
on Tuesday, 13 February 2018 at 11.35am.**

- Present** Cr Bill Kingan (Chair), Cr Guy Percival (Deputy), Cr Jeremy Holding,
Cr Hugh Perkins, Cr Melanie Tavendale, Mayor Gary Kircher
- In Attendance** Cr Craig Dawson
Cr Jim Hopkins
Cr Jan Wheeler
Cr Colin Wollstein
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager)
Paul Hope (Finance and Corporate Development Group Manager)
Lisa Baillie (People and Culture Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Erik van der Spek (Recreation Manager)
Renee Julius (Property Manager)
Martin Pacey (Water Services and Waste Manager) (partial attendance)
Ainslee Hooper (Governance and Policy Advisor)

The Chair opened the meeting, at 11.35am.

- 1. Apologies**
There were no apologies.
- 2. Declarations of Interest**
There were no declarations of interest.

It was AGREED to take agenda items out of order at this time.

The Chair signalled his intention to move the meeting into public excluded.
The member of the public present left the room.

RESOLVED
AC 2018/001

- Cr Guy Percival / Cr Melanie Tavendale
That the public be excluded from the following part of the proceedings of this meeting, namely:
- Agenda Item 7 – Confirmation of Previous Meeting Public Excluded Minutes – Assets Committee 22 November 2017 PE

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 (refer over page):

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 Previous Meeting Public Excluded Minutes – Assets Committee 22 November 2017 PE	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.) 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.)

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."

CARRIED

Refer to Public Excluded Minutes

RESOLVED
AC 2018//004

Cr Hugh Perkins / Cr Jeremy Holding
That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.

CARRIED

The public and the media representative rejoined the meeting, at 11.40am.

3. Confirmation of Previous Meeting Minutes

RESOLVED
AC 2018/005

Cr Tavendale / Mayor Gary Kircher
That the Assets Committee confirms public meeting minutes for 22 November 2017, as circulated, as a true and correct record of that meeting, with one correction: That Resolution AC17/058 was seconded by Cr Tavendale (not Cr Wollstein).

CARRIED

It was AGREED to continue to take agenda items out of order, by taking agenda item 5 next.

5. Waitaki Resource Recovery Trust Limited Quarterly Report

The report, as circulated, presented the Assets Committee with the Waitaki Resource Recovery Trust Limited quarterly report for the period ending 30 September 2017.

Mr Dave Clare of the Waitaki Resource Recovery Trust attended the meeting for this item, and answered questions directed to him by Councillors. Discussion topics included recycled items, staff wages, return on investment, green waste, and builders' waste (well below budget).

RESOLVED
AC 2018/006

Cr Hugh Perkins / Cr Melanie Tavendale
That the Assets Committee receives the Waitaki Resource Recovery Trust quarterly report for the period ending 30 September 2017.

CARRIED

It was AGREED to return to agenda item 4.

4. Results from New Zealand Transit Authority (NZTA) Audit

The report, as circulated, presented to the Assets Committee information on the findings, and the Roding Unit's responses to the NZTA Procedural Audit.

Mayor Kircher left the meeting at 11.57am, and returned at 11.59am.

RESOLVED

AC 2018/007

Cr Melanie Tavendale / Cr Guy Percival

That the Assets Committee receives the New Zealand Transit Authority (NZTA) Procedural Audit.

CARRIED

6. Assets Group Activity Report

The memorandum, as circulated, sought to inform the Assets Committee about the activities of the Assets Group for the period 9 November 2017 to 22 January 2018.

During the discussion, there were two Requests for Action, as follows:

- (a) To supply further details regarding the Road Safety Update and Serious Injury Crashes
(ACTION: Mr Jorgensen)
- (b) To provide a status update on the LED upgrade
(ACTION: Mr Jorgensen)

RESOLVED

AC 2018/008

Cr Jeremy Holding / Cr Melanie Tavendale

That the Assets Committee receives the information.

CARRIED

8. Release of Public Excluded Information

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to Resolution AC 2018/003 of this meeting, the Committee APPROVED the release of previously public excluded information as set out below because there is no longer a need for continued protection under section 48(1) of the Local Government Official Information and Meetings Act 1987.

7. Confirmation of Public Excluded Meeting Minutes PE

RESOLVED

AC 2018/002

Cr Tavendale / Cr Percival

That the Assets Committee confirms public excluded meeting minutes for 22 November 2017, as circulated, as a true and correct record of that meeting.

CARRIED

There being no further business, the Chair declared the meeting closed at 12.23pm.

Confirmed on this 20th day of March 2018 in the Council Chamber, Waitaki District Council Headquarters, 20 Thames Street, Oamaru.

Chairperson

Assets Committee Report

From Recreation Manager

Date 20 March 2018

Kurow Irrigation Race Easement

Recommendation

The Assets Committee recommends:

That Council directs the Chief Executive to grant easements for the right to convey water, over Part Section 2, Block XVI, Town of Kurow and Part Lot 2A, SO 4774 to the Kurow Duntroon Irrigation Company Limited, subject to notification and the consideration of any submissions.

Objective of the Decision

To formalise existing occupation rights of the Kurow Duntroon Irrigation Company Limited to convey water across recreation reserves by granting easements.

Summary

This decision is specific to easements relative to two short sections of water race and over two small pieces of recreation reserve only. The reserves are managed under the Reserves Act 1974 and the physical water race is already present in the reserves. This report is seeking to formalise the occupation that is already in place over the two reserve areas.

Summary of Decision Making Criteria (Appendix One)

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

Background

Council administers two reserves in Kurow which are occupied by an open water irrigation race. One is located on the corner of State Highway 83 and Hobson Street and the other on Manse Road [Kurow Rugby Club].

The water race was once operated by the former Ministry of Agriculture and Fisheries and was maintained by the former Ministry of Works and Development. Agreement was reached on 31 October 1989 between the Crown and Upper Waitaki Community Irrigation Company Limited for sale of the irrigation scheme to the company. That company is now known as Kurow Duntroon Irrigation Company Limited.

Under Section 4 of the Irrigation Schemes Act 1990, the rights of the Crown passed to the purchaser of the irrigation scheme and it is considered that statutory rights of occupation exist. However, these rights have not been formalised as an easement under the Reserves Act 1977.

The Kurow Duntroon Irrigation Company Limited intends to physically replace the existing open water race with an underground piped water race. This would result in the ground surface becoming available for public use. As part of the proposed works, the Kurow Duntroon Irrigation Company Limited has requested that Council formalise the current statutory occupation. Costs incurred by Council are to be met by the Kurow Duntroon Irrigation Company Limited.

Granting of the easements would be pursuant to Section 48(1)(f) of the Reserves Act 1977. As required by Section 48(2), public notice of Council's intention to grant the easements must first be made seeking any objections to the proposal. While public use may be affected as the pipeline is installed, this will be temporary and public access and use of the reserve would be improved once this has been completed.

Summary of Options Considered

Option 1 – An easement be granted (recommended)

This option formal corrects an anomaly that has been in place for many years and the water company has requested that Council corrects its occupation.

Option 2 – Decline an Easement

Although the water company has occupational rights for the existing race, not granting an easement may prevent the water company from piping the water across the reserve in the future.

Assessment of Preferred Option

Option 1 is the preferred option as:

- A statutory right of occupation exists.
- An easement formalises a current anomaly and provides more certainty for the water company should it wish to pipe in the future.

Conclusion

The water company has existing rights for the water race across reserve land. It is recommended that the easement be granted to correct the legal anomaly. This enables certainty around future piping options.



Erik van der Spek
Recreation Manager

Neil Jorgenson
Assets Group Manager

Appendices

Appendix One	Additional decision making considerations
Appendix Two	Easement locations

Appendix One: Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Outcomes

This project will contribute to the following community outcomes:

- We enable opportunities for new and existing businesses.

Policy and Plan Considerations

Any District Plan considerations will be a matter for the Kurow Duntroon Irrigation Company Limited.

Legal

The Reserves Act requires easements be notified. Statutory occupation rights currently exist and the proposed action is formalising an existing situation.

Significance

This does not trigger Council's significance policy.

Financial and Economic Considerations

There are no financial or economic considerations

Community Views, Consultation and Community board Views.

Community views have not been sought. An existing open water race occupies the land and is considered to have rights of occupation. Replacing this with an underground pipeline will enable the surface to be able to be used by community (something that is unable to be done currently). Community will have opportunity through the easement notification to express their views.

Environmental Considerations

There are no environmental considerations.

Social and Cultural Considerations

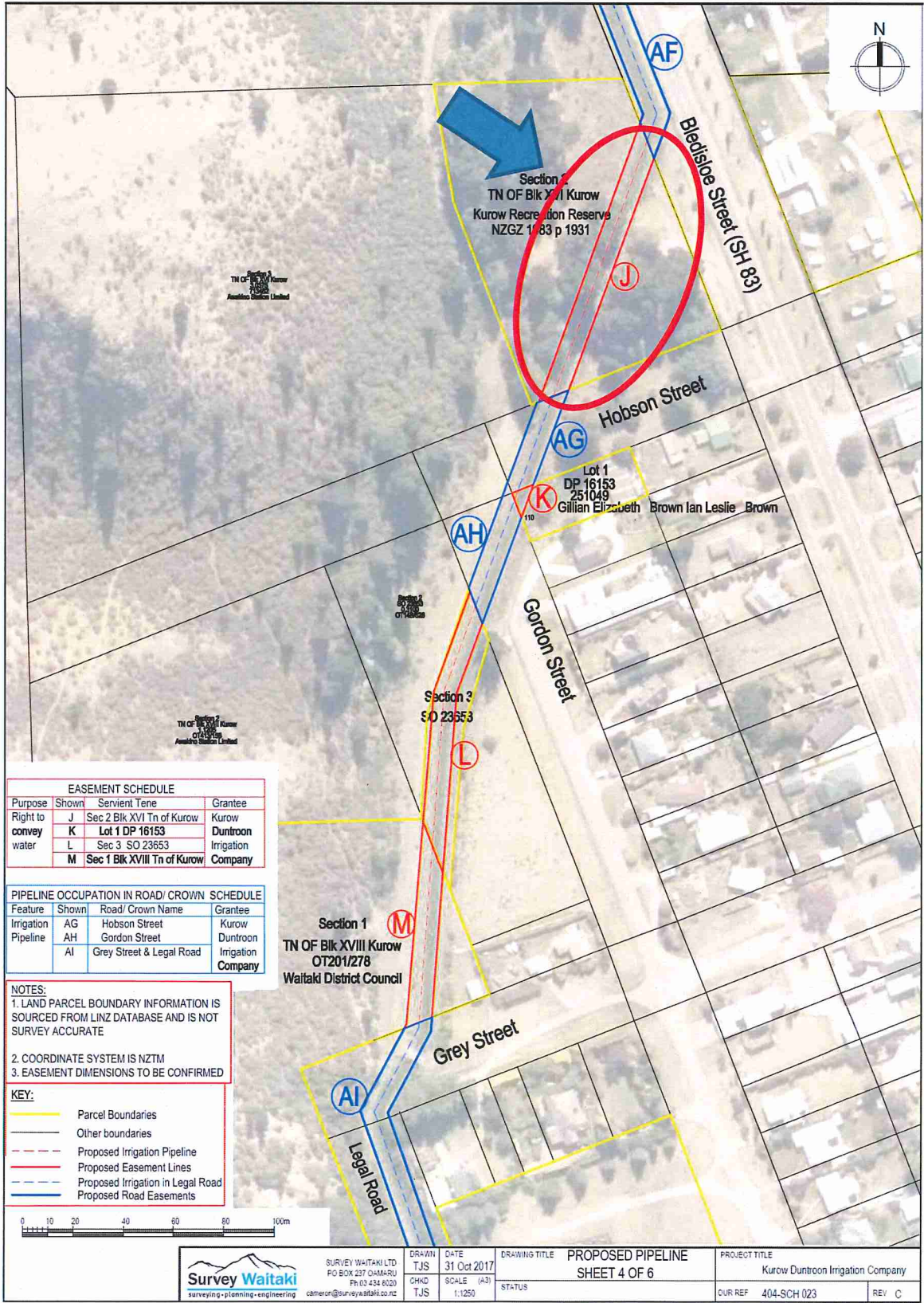
There are no social or cultural considerations.

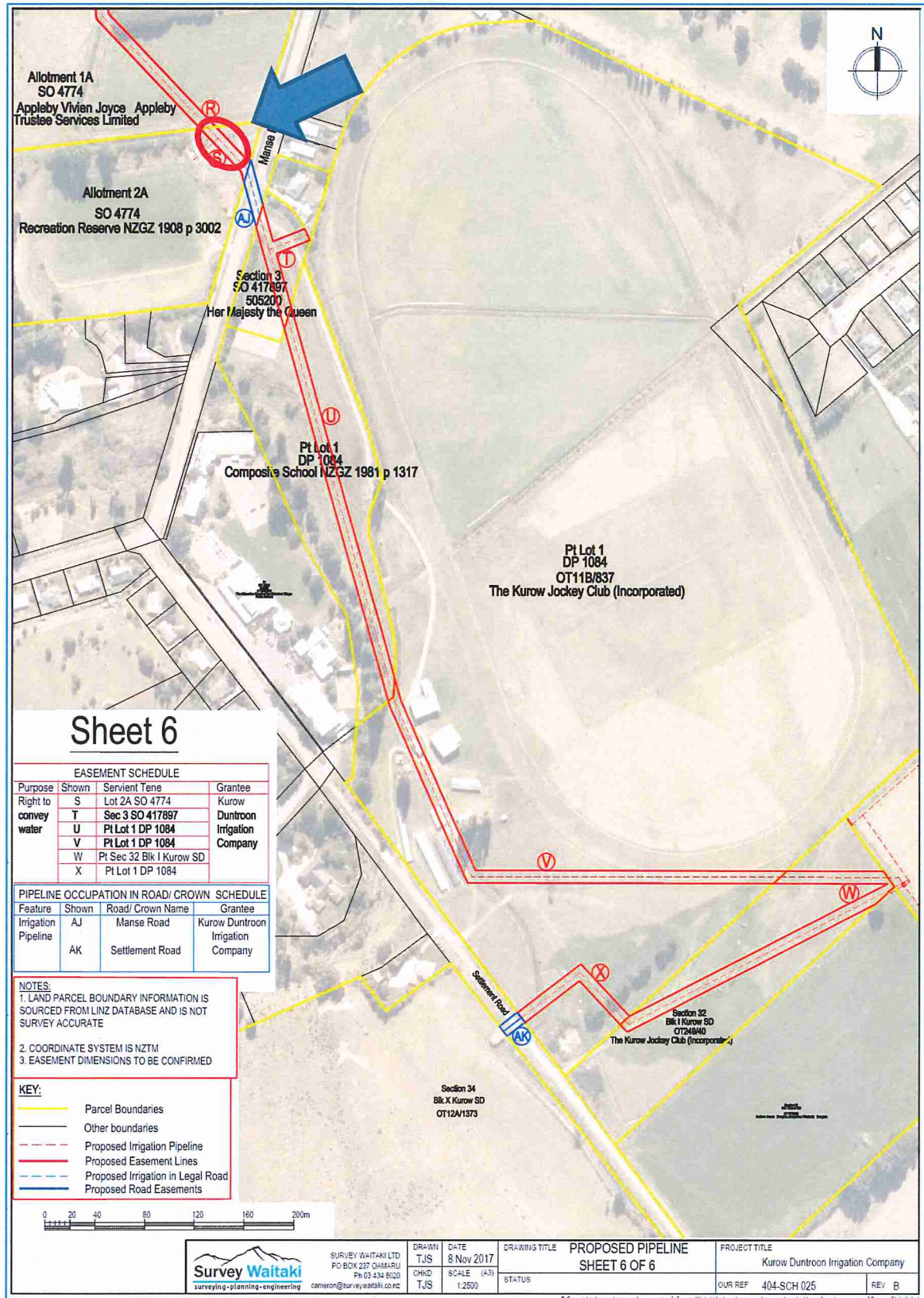
Publicity and Communication Considerations

Notification is recommended.

Appendix Two: Easement locations

Location	Being
Corner of SH 83 and Hobson street	Part Section 2, Block XVI, Town of Kurow; shown marked J on plan 4 of 6 by reference 404-SCH 023
Manse Road [Kurow Rugby Club]	Part Lot 2A, SO 4774; shown marked S on plan 6 of 6 by reference 404-SCH 025





Assets Committee Report

From Assets Group Manager

Date 20 March 2018

Draft Waste Management and Minimisation Plan

Recommendation

The Assets Committee recommends:

That Council:

- 1 Approves the attached Draft Waste Management and Minimisation Plan 2018-24 (Statement of Proposal) and Summary of Information to go out for public consultation from Thursday 29 March until Monday 30 April 2018.
- 2 Notes that a Special Consultative Procedure, in accordance with Local Government Act 2002 (LGA), is required as part of the mandatory six-yearly review of Council's Waste Management and Minimisation Plan
- 3 Notes the attached Draft Waste Management and Minimisation Plan 2018-24 (Statement of Proposal) and Draft Summary of Information is intended for public consultation.
- 4 Notes the attached Communication Plan.
- 5 Notes that all community feedback on the Draft Waste Management and Minimisation Plan will be considered following closure of the submission period on 30 April and before the Draft Plan is adopted in June 2018, and that an opportunity for verbal submissions will be provided in conjunction with the Draft Long Term Plan 2018-28 submission hearings.

Objective of the Decision

To seek public feedback on the Draft Waste Management and Minimisation Plan, through undertaking a Special Consultative Procedure in accordance with the requirements of the Waste Minimisation Act 2008 and Local Government Act 2002.

Summary of Decision Making Criteria

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

Background

Under the Waste Minimisation Act 2008, Council must prepare and consult on a draft Waste Management and Minimisation (WMMP) every six years. Council's last WMMP was adopted in 2012.

The plan must be subject to a Special Consultative Procedure in accordance with the Local Government Act and adopted by Council by 30 June 2018. The Waste Minimisation Act requires councils to undertake a Draft Waste Assessment before reviewing and preparing the WMMP, and to have regard to it in the preparation of the plan.

The purpose of the Draft Waste Assessment is to provide the necessary background information on waste and diverted materials that will enable Council to determine a logical set of priorities and activities.

The Waste Assessment was prepared in discussion with Council's Solid Waste Working Group, which comprises six elected members, including representatives for both the Waihemo and Ahuriri Wards, and the manager of the Waitaki Resource Recovery Park.

A copy of the Waste Assessment will be appended to the draft WMMP.

Prior to developing the draft WMMP, the Draft Waste Assessment was forwarded to key stakeholders for their review and comment. The Medical Officer of Health (MoH) was consulted on

the Draft Waste Assessment in accordance with Section 51, Clause 5 of the Waste Minimisation Act. Feedback from key stakeholders on the Waste Assessment was taken into account when preparing the draft WMMP for public consultation, and will also be considered as implementation of the plan is undertaken.

The Draft WMMP is, for the most part, 'business as usual'. The proposals included within the plan seek to improve the current system rather than make significant changes to service and facility configuration or delivery. Of note are the following proposals:

- Increasing user charges at the Palmerston Landfill and the rural recovery parks in Hampden, Kurow, Otematata and Omarama in order to lift the level of cost recovery, and ensure their long-term viability and retention; and
- Maximising use of the Ministry for the Environment's waste levy funding by engaging an education resource in collaboration with the Waitaki Resource Recovery Trust.

These proposals and others from the plan are highlighted in the Summary, which will support the draft WMMP and provide a basis for promoting public feedback.

Summary of Options Considered

Option 1 – Adopt the Draft Waste Management and Minimisation Plan and Summary (recommended)

This option is recommended as it will enable Council to proceed with public consultation and complete the plan process in time to meet the Waste Minimisation Act requirements.

Option 2 – Adopt the Draft Waste Management and Minimisation Plan and Summary, subject to amendments

If the proposed amendments are relatively minor, this option will still enable Council to proceed with the planned public consultation and complete the process in time to meet the Waste Minimisation Act requirements. However, more significant amendments will delay the consultation process and put Council at risk of not meeting the requirements.

Option 3 – Delay adopting the Draft Waste Management and Minimisation Plan and Summary

This option is not recommended as it will delay the consultation process and put Council at risk of not meeting the Waste Minimisation Act requirements.

Assessment of Preferred Option

Option 1 enables Council to go out for public consultation as early as possible and also allows sufficient time, following the consultation period, to properly consider all feedback and make any amendments to the Draft WMMP before it is put before Council for adoption in June.

Implementation of Preferred Option

Option 1 will be implemented in accordance with the requirements for a Special Consultative Procedure outlined in Section 83 of the LGA. This includes public notification of the Draft Plan and submission process, and making the attached documents publicly available through Council's website and offices. The Summary of Information will also be available at other key locations throughout the district. Copies of the documents will be sent out to all key stakeholders, as well as members of the public on request.

Conclusion

Adopting the Draft WMMP in its current form, or subject to minor amendments, will ensure Council can meet the legislative requirements.



Neil Jorgensen
Assets Group Manager

Attachments

- Additional decision making considerations
- Draft Waste Management and Minimisation Plan 2018-28 (Statement of Proposal) (circulated as a separate PDF document)
- Summary of Information
- Communication Plan

Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Outcomes

We keep our district affordable.

We provide and enable services and facilities so people want to stay here and move here.

We understand the diverse needs of our Communities.

Attachment:**Communication Plan – Draft Waste Management and Minimisation Plan 2018-28**

Date	Tues 27 March	Thurs 29 March	Various dates	Friday 20 April	Weds 24 April	Mon 30 April	Mon 14 May	Weds 27 June	By Fri 6 July
Communication	Report and recommendation to Council to adopt Draft Waste Management and Minimisation Plan (WMMP) for public consultation	WMMP consultation process publicly notified in Otago Daily Times, Oamaru Mail and Waitaki Herald	Adverts and articles in the East Otago Review and local community newsletters outlining process and highlighting key proposals relevant to each community	Reminder in Oamaru Mail that submissions close 30 April	Facebook post reminding people of submission closing date	Submissions close	Submission hearings until 18 May	Report and recommendation to Council to adopt the final plan	Letters to submitters advising of outcome
	Media release issued, including process and key messages from draft plan	WMMP and Summary made available on Council's website, at Council offices, and at key locations throughout the district (including public libraries)	Articles in the Waitaki Link highlighting key proposals		Reminder in the Waitaki Herald that submissions close 30 April			Media release issued, including adoption of plan and any changes to key proposals	
	Facebook post with link to online documents	Copy of WMMP documents sent to key stakeholders (as listed on page 6 of the WMMP)							

Let's talk rubbish



We all create it.

We all care about it.

(whether it's cost, choice, convenience or caring for the environment)

Now it's time to talk about it.



Council wants your feedback on its
Draft Waste Management and Minimisation Plan 2018-24
See inside for a summary of what's proposed for the next six years.



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

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What is the Waste Management and Minimisation Plan?

Council reviews its Waste Management and Minimisation Plan every six years. The plan describes how we will ensure there are convenient and cost-effective waste management services and facilities provided throughout the district. It includes our vision, goals and objectives for waste management, our intended role, and specific proposals and actions for the coming six years. Our last plan was adopted in 2012.

Among other things, the 2012 plan confirmed Council's earlier decision to leave kerbside collection of rubbish and recycling to the private market, and to close Oamaru Landfill and replace it with a refuse transfer station.

A lot has been achieved since 2012 and the system is generally working as intended, however, there are some issues Council wants to address through this latest plan.

What we've got now

Council doesn't run a kerbside rubbish or recycling collection service in Waitaki, so we don't charge for this in rates.

Everyone can instead choose a privately-run kerbside service and pay the contractor directly, or take their waste and recycling to a local transfer station, recovery park or landfill.

The advantage of this user-pays system is that people can select a service that best meets their needs and only have to pay for the waste they produce - meaning they can reduce their costs by reducing and recycling their waste.

If we charged for kerbside collection in rates, and made dropping off rubbish at facilities too cheap (and heavily subsidised by rates), there would be less incentive for people to reduce their waste.

To support this approach, Council works to ensure there are plenty of opportunities for recycling around the district.

We're very fortunate to have the Waitaki Resource Recovery Park in Oamaru, which is run by the Waitaki Resource Recovery Trust. They do a fantastic job of managing the district's recycling and promoting waste minimisation in the district.


We have a Memorandum of Understanding with the Trust and support them with a grant to the value of around \$270,000 every year.

The Memorandum of Understanding also includes Waste Management NZ, who have developed the new Refuse Transfer Station in Oamaru. This replaces the Oamaru Landfill, which closed last year.

In addition to the Oamaru recovery park, there are several recycling facilities located throughout the district, including the Council-owned township recycling bins and rural recovery parks.

Waste management and minimisation facilities and services in Waitaki

Localised drop-off facilities



Rural recovery parks (transfer stations) - Hampden, Kurow, Otematata & Omarama

Council owned & managed
Contractor operated

\$ Funded through a mix of user charges & general rates




Township recycling bins - Herbert, Papakaio and Enfield

Council owned & managed
Contractor operated

\$ Funded through general rates

Kerbside collection



Kerbside recycling collection in Palmerston area

Waihero Wastebusters (community organisation) owned & operated


\$ Funded through user charges



Litter bins & recycling bins

Council owned & managed (recycling bins in collaboration with WRRT)

\$ Funded through general rates



Palmerston Landfill

Council owned & managed
Contractor operated

\$ Funded through a mix of user charges & general rates

Centralised & major drop-off, handling & transfer facilities

Each facility accepts, handles and transfers various waste and divertable material (including recycling and green waste) from the general public, and other facilities and private contractors.



Waitaki Resource Recovery Park, Oamaru

Waitaki Resource Recovery Trust owned & operated

\$ Funded through user charges, income from diverted materials, resales & grants (including approx. \$270,000 per annum from Council)





Waihero Wastebusters, Palmerston

Waihero Wastebusters (community organisation) owned & operated

\$ Funded through user charges, resales & grants (including approx. \$24,000 per annum from Council)



Cleanfills, scrap metal yards, second-hand dealers etc

Privately owned & operated

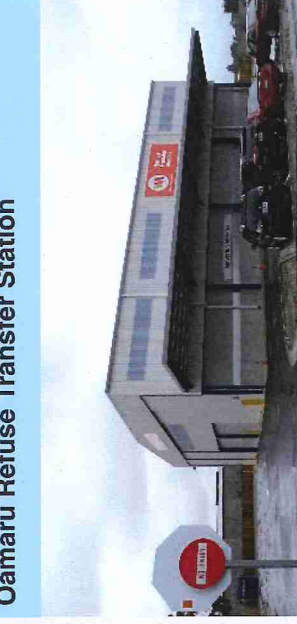
\$ Funded through user charges & resale income



Green waste collection

Privately owned & operated

\$ Funded through user charges



Oamaru Refuse Transfer Station

Waste Management NZ owned & operated

\$ Funded through user charges

Issues we've considered

In developing the new plan, we reviewed the way the current system is working, the volumes of waste and recycling produced in the district, and the likely demand for services and facilities in the future.

In general, the current system is achieving what we intended when the 2012 plan was adopted. However, like many other waste systems in New Zealand (whether Council-run or privately-operated) there are some issues we want to address.

Waitaki has a large geographical area and relatively small population, which can make it more challenging to provide convenient, cost-effective services. In addition, some areas, such as the Waitaki Valley, are experiencing pressure from increasing visitor numbers, especially in summer. We need to ensure the services in these areas are flexible enough to cater for seasonal demand, while still being affordable for users and ratepayers.

Some of the key issues we've considered and plan to address include:

- The long-term affordability of the rural recovery parks (transfer stations) in Hampden, Kurow, Otematata and Oamaru, and the Palmerston Landfill. At the moment, the cost of managing rubbish and green waste at the parks is far greater than what users are charged. This means all ratepayers in the district heavily subsidise the cost of running these facilities - to the tune of around \$300,000 every year (or 85% of the running costs)
- The need to plan for the closure of Palmerston Landfill before its consent expires in 2027
- Ongoing management of coastal erosion at Hampden's closed landfill

What we're planning for the future

In summary, to address the issues mentioned above, our plans include:

Charges for rubbish at rural recovery parks (transfer stations)

We plan to increase the charge for disposing of rubbish at the parks in Hampden, Kurow, Otematata and Oamaru to \$120 per cubic metre, from 1 July 2018. This is consistent with charges for rubbish disposal at other facilities (such as the Twizel Transfer Station) and will lift the level of cost recovery at the parks, meaning district-wide ratepayers will contribute less to the operation of these facilities - as discussed above. It will also mean we can afford to keep them open for the community over the long term.

We'll ensure the recovery parks continue to offer a range of opportunities for recycling at no charge, and that private contractors are providing kerbside collection in the area at competitive rates. We will also continue to closely monitor illegal dumping and take action to address this wherever possible.

Charges for green waste at rural recovery parks, Palmerston Landfill

We also plan to increase the charge for disposing of green waste at the rural recovery parks and the Palmerston Landfill to \$50 per cubic metre, from 1 July 2018. This is more consistent with charges at other facilities elsewhere and closer to the actual cost of handling the green waste. It will also help lift the level of cost recovery at the parks.

The green waste will be mulched and made available to local residents to take away free of charge. This will help keep costs down by reducing the need to transport the green waste elsewhere to meet the parks' consent conditions.

Managing Palmerston Landfill and Hampden Closed Landfill

We will develop a closure plan for the Palmerston Landfill within the next two years. This will include looking at ways we can make better use of available space at the landfill and increase revenue. This may mean the landfill closes earlier than 2027 (when the consent expires), but it will reduce costs to ratepayers until that time.

We will also address ongoing coastal erosion issues at the closed Hampden Landfill, to ensure we are not in breach of its consent conditions. One option we're looking at is completely removing its contents and disposing of them at the Palmerston Landfill. If this can be done, it will save ratepayers a significant amount of money over the long term - likely to be around \$1.5M.



- Doing a better job of informing and educating the community and businesses about waste services and facilities, and ways to minimise waste
- Ensuring current kerbside collection services remain convenient and affordable for the community
- Providing the most cost-effective facilities and services for the community by working with other councils, community groups and private waste service providers
- Making sure our Solid Waste Bylaw is up to date and consistent with the plan
- Supporting the valuable work community providers do into the future

We will also continue to work behind the scenes managing the other 13 closed landfills around the district in order to meet their ongoing consent conditions.

Increasing waste minimisation education and initiatives

Council hasn't had a dedicated solid waste officer for several years, so we haven't been informing and educating the community about our waste system and waste minimisation as much as we would like to be. To do this on our behalf, we plan to contract a person part-time from 2018 onwards, using some of the funding we get from the Ministry for the Environment. This will be done in close collaboration with the Waitaki Resource Recovery Trust.

Kerbside collection services

The current kerbside system has been in place for more than 10 years. We've had both positive and negative feedback about how well it's working for people.

In 2019, we plan to survey the wider community to see how many households are using the privately-run kerbside services, how much they're paying, and how well the services are meeting their needs. Feedback from the survey will help us work out if the system needs to be improved, and how this could be done.

How to get more information

To find out more about the proposals mentioned above, and to see Council's other proposals, you can view the Draft Waste Management and Minimisation Plan on Council's website - www.waitaki.govt.nz - or by visiting Council offices in Oamaru and Palmerston.

If you would like a copy of the plan sent to you, call 03 433 0300 or email service@waitaki.govt.nz

How to give your feedback

You can give your feedback on the draft plan by completing the submission form over the page, or by going to our website and completing it online.

Submissions close at 5pm on Monday 30 April 2018.

Council will hear verbal submissions to the plan from 14 to 18 May.

This form can also be completed online at **www.waitaki.govt.nz**

Full name: _____

Name of organisation (if applicable): _____

Postal address: _____ Post code: _____

Telephone: _____ Mobile: _____ Email: _____

Do you wish to present your submission to Council in person?	Yes	No
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Would you prefer to present your submission in the morning or afternoon?	Morning	Afternoon
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Note: We will do our best to give people their preferred time to present, but we can't guarantee everyone will get their preference.

YOUR SUBMISSION

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Waitaki
DISTRICT COUNCIL
TE KAUNIHĀRA Ā ROHE O WAITAKI

Assets Committee Memorandum

From Roding Manager

Date 20 March 2018

Waitaki Road Safety Coordinator Update

Recommendation

The Assets Committee receives and notes the information concerning the Waitaki district's road safety coordinator role.

Summary

This memorandum will focus on how initiatives are developed in collaboration with the New Zealand Transport Agency (NZTA), Safer Communities and other relevant parties. Road safety coordinators develop and carry out road safety educational and promotional initiatives, including working on specific community projects. This involves working with the NZTA, Police and the community (eg Automobile Association) to deliver each aspect of the road safety programme. The role is expanding into operational activities that enhance deliverables and reduce professional engagement costs.

Purpose

This memorandum presents information on what the Road Safety Coordinator's role is and how this works in with the nation-wide programmes of NZTA as well as complimenting the Roding Unit. Four key components are addressed – Communities at Risk Register; 12 month District crash report (including state highways); Local Initiatives; and Role Integration with Roding Unit activities.

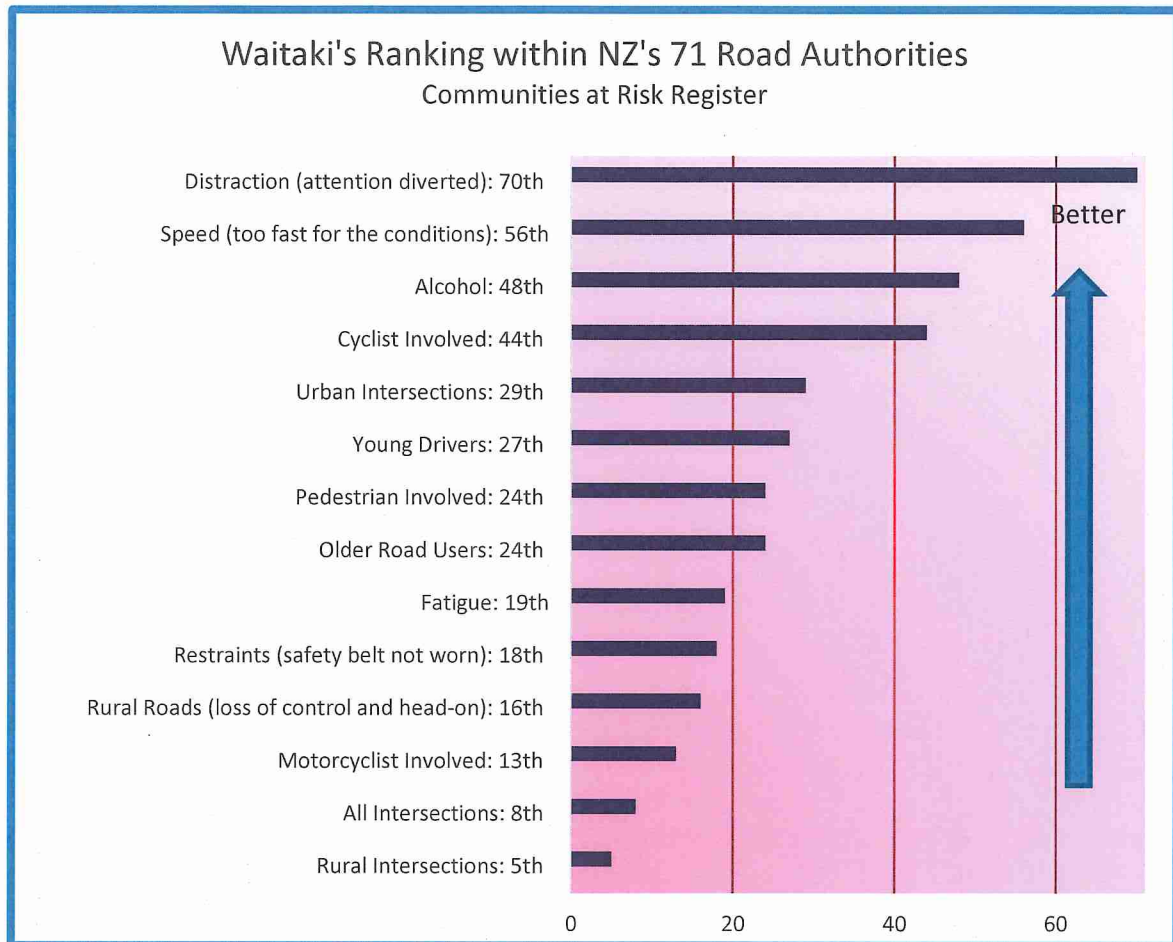
Background

Council has proposed \$510,000 for this activity within the 2018-21 programme. NZTA funds some \$280,500 and provides significant assistance towards achieving national and local goals. The Road Safety Coordinator works closely with Safer Waitaki as appropriate.

Communities at Risk Register:

Every year, focus areas are determined largely by the Communities at Risk Register. This is a ranking system of different communities around New Zealand which highlights personal risk to road users in each district, developed from official Police crash records. There can be a degree of subjectivity in the way statistics are measured and analysed and it is challenging to find alignment between local knowledge and statistics. This is a core reason behind the new initiative concerning data collection outlined below under Safe Speeds.

Waitaki's overall ranking of each of the key crash types is illustrated below:



Unfortunately, Waitaki has a poor track record for crashes at rural intersections, being within the top five of New Zealand.

The current focus areas for the Waitaki District are Safe Speeds, Fatigue, Older Drivers, Young Drivers and Alcohol.

Council's local response to these areas of concern is described below.

Intersections

- An intersection campaign is currently being created. Waitaki ranks 5th worst for Rural Intersections, 29th for Urban Intersections, and 8th for All Intersections. This campaign is titled "Looking Good" and will be a mix of all media (still under development).
- Being 5th indicates there is more work to do with the current campaign of Driving on Rural Roads as these issues highlight the need for behavioural change. The team is beginning to take a more active role in looking at intersections in this light.

Safe Speeds

- Working with Council's web administrator to have an online Crash Reporting system on Council's website. This initiative will allow the public to report crashes they have witnessed and will be a source of information for the roading team to follow up.
- Radio advertising covers the range of topics and is linked to the NZTA advertising calendar. Many of the scripts for advertisements come from advice, statistics and tips from the NZTA website to maintain consistency of messaging.
- Ice scrapers have been purchased and will be distributed as free giveaways in petrol stations, the Automobile Association and Police stations across the district in the early winter months.

Fatigue

- Fatigue Stops run by Waitaki Road Safe volunteers four times yearly, mainly around long weekends. Feedback from motorists is predominantly positive and people understand the purpose of stopping vehicles as a fatigue reminder.

- Car air fresheners produced for distribution around the district. These are shaped like a car and have the message: 'Driving tired is driving impaired. Rest before you drive'.

Older Drivers

- The Safe with Age programme continues to be popular in Waitaki. Beginning with the Older Drivers' refresher course, there is also a mobility scooter course where participants learn about the rules for operating a scooter and courteous use of a scooter, and they are given the opportunity to trial various scooter models. The third phase of the Older Drivers programme is a practical driving assessment. This voluntary appraisal is conducted by a qualified driving instructor, and tips and pointers are offered based on their performance. The instructor is also able to check the position of the driver's seat and mirrors to maximise visibility for the driver based on their level of flexibility.
- Mobility Scooter campaign is currently being created and will encourage positive behaviour regarding speed and sharing the footpath.

Young Drivers

- Drive 2 Survive expo with Year 12 students in May.
- Working with Students against Dangerous Driving (SADD) at high schools when the opportunities arise.
- Occasionally speaking at high schools regarding a variety of road safety initiatives.
- A presenter at the Safer Waitaki 'Clued-up kids' programme for Year 6 students. Students are taught how to safely cross a rural road and a town street. There are also tips on personal pedestrian safety and other messages around walking and being a positive passenger.

Alcohol

- Waitaki Living Legend Campaign. This campaign is focused on people driving on rural roads, specifically targeting safety belt use and not driving under the influence of alcohol. Posters and coasters were distributed to all rural alcohol suppliers in the district, including golf and rugby clubs. Card flyers were sent to rural addresses via NZ Post. Tie-downs with the campaign slogan 'Waitaki Living Legends' were purchased and mainly distributed by Police. Feedback has been received from Howard Jackson (NZ Police):

I thought you might like a quick update regarding the Waitaki living legend campaign. I've been and spoken to some staff at the rural stations and posters are up by our drink drive machines.

The tie downs are excellent. I have selectively handed a few out and the response has been overwhelmingly positive. I take the opportunity whilst handing them out to also show the drivers and passengers the posters so they make the link. So far I have handed them out to a local fencing contractor, builders, hunters with a quad tied down on a trailer, Dairy farmer with dogs, plus a couple of locals with boats and Jet skis tied to trailers. I thought it would be good for them to be seen around the Waitaki Valley campsites/boat ramps over the holiday period.

I showed the bosses in Dunedin what we had been up to and they think the idea is great. I explained it was a local project created and funded through you and they were very impressed with the idea.

Waitaki District Crash Report:

Fatal and Serious Crashes over the past 12 months (January 2017 – January 2018)

The State Highway network in Waitaki District extends for 306km, and local roads network has 1,812km.

State Highways – Serious and Fatal Crashes

- 14 serious injury crashes – Social Cost \$13.65 million
- Predominant crash factor – alcohol (featured in 50% of crashes)
- Predominant age group of drivers at fault – 40-49 Male and Female
- 69% of drivers at fault held full licences
- 79% of these crashes occurred on open roads
- 71% of these crashes occurred in light/overcast conditions
- 86% of these crashes occurred in dry conditions

Local Roads (NOT on State Highways) – Serious and Fatal Crashes

- 1 Fatal crash – Social Cost \$5.22 million
- 7 serious injury crashes – Social Cost \$6.57 million
- Predominant crash factors – Alcohol and incorrect lane/position
- 50% of drivers at fault held full licences
- 63% of these crashes occurred on open roads
- 75% of these crashes occurred in light/overcast conditions
- 100% of these crashes occurred in dry conditions

Waitaki District experienced one fatality on local roads in April 2017. A 34 year old male died after the vehicle he was driving failed to take a left curve onto a one-lane bridge on Lake Ohau Road. The vehicle slid off the road and dropped into the creek. The deceased was ejected from the vehicle and was not wearing a safety belt. Alcohol is suspected.

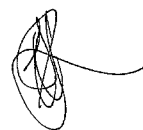
Unlike the majority of Council activities, road safety is about behaviour change and results from this will take time to become apparent. The random nature of crashes within the rural network and the diversity of drivers makes finding patterns or hot-spots nearly impossible with any level of certainty. Work with the schools appears to be paying off, with a decline in the number of incidents from those who have been subjected to the courses – but again such trends should be treated with caution. Likewise even the reporting of causes can vary, adding another dimension to the data's quality. However, there is increasing rigour being applied which will mitigate any divergences.

Local Initiatives:

- As mentioned above, Council has a number of approaches to get the message into the rural community. By providing the ability for residents to anonymously report crashes on the network through the internet via Council's webpage, this should help better target activities – from engineering to education.
- With the increasing focus on safety from a nation-wide perspective, there is likely to be greater integration of safety audits of operational activities and what happens in the road corridor. Council has started the programme to undertake safety audits of rehabilitations in-house to reduce the cost of engaging professional advisors to meet this new focus by using the Road Safety Coordinator as a natural link. For example, the proposed realignment of Waterfront Road recently was subjected to a safety assessment in which Council had local representation. This focus is replicated in the relationship with NZTA and the safety improvements proposed along SH1 and the Moeraki Boulders intersection. The Safe System Engineering Workshop is a step towards gaining the skills necessary to carry out in-house safety assessments of engineering projects.
- As part of the integration of roles within the Roding Team, the Road Safety Coordinator undertakes the processing and review of Temporary Traffic Management Plans. This also enables everyone to gain a better understanding of the safety at work sites from a practical approach as well as in design.
- Additional responsibilities within Council undertaken by the Road Safety Coordinator include working alongside Roding staff in response to queries from schools, local community groups and individuals.

Comment

The role of Road Safety Coordinator is evolving to link the various campaigns run nationally and locally in the community, and to put into practice road safety elements behind Council's Roding team's business as usual activities – something being taken up with other councils. This role evolution is proving very effective and allows for synergies within the team's functions.



Michael Voss
Roding Manager

Neil Jorgensen
Assets Group Manager

Assets Committee Memorandum

From Assets Group Manager

Date 20 March 2018

Assets Group Activity Report for the period 23 January to 5 March 2018

Recommendation

That the Assets Committee receives and notes the information.

Summary and Purpose

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

1. Roothing Manager's Update

Established programmes of work are in full swing and, despite a couple of weather swipes, the team is on track to complete works as scheduled. The couple of ex-tropical cyclones that have brushed Waitaki caused some limited road closures and very minor damage to the network. Again these events have demonstrated the effectiveness of the Resilience Project and the importance of completing similar works at sites of lesser use. The two big contributors to the success are the construction of wash-over pads at vulnerable low-level roads, and the use of Airedale metals which seems to have the ability to shrug off the excess stormwater (a product that was not used by Council until recently when this product was identified during trials for alternative aggregates and blends). Similarly, this product was used as part of the side drainage system at Coal Pit Road rehabilitation and performed very well during the February storm. Overall, the response and remedial costs are around \$330k to date.

The search for suitable and sustainable roading aggregates continues, and there is nothing further to report since the previous Committee meeting. A surveillance camera has been installed at the Robbs Crossing site to identify any misuse or illegal activities.

Graders have been working continuously throughout the district with the summer grading programme but changing their routes post-storms to tidy up localised damage.

The Roothing Team has, as part of the internship programme, recently acquired the services of Niek Broekman, a civil engineering student from the Netherlands, to further his civil engineering credits. He is being tasked with developing an overview of transportation needs within the Historic Precinct, site supervision of the Oamaru Creek Bridge, and Severn Street Wall reconstruction.

The Regional Transport Committee's recent call for public submissions to the Regional Land Transport Programme closed at the end of January and there were no changes to the Waitaki elements. Most submissions were relevant to NZTA and Queenstown Lakes District Council.

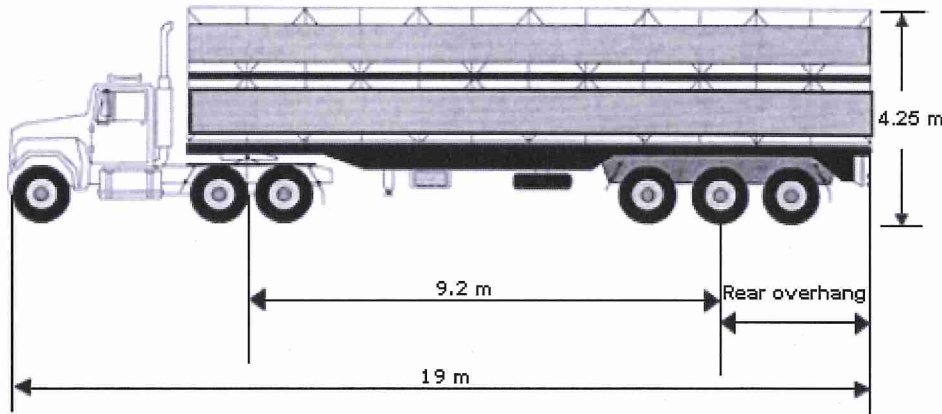
The subsidence at Haven Street in Moeraki appears to have slowed, although this will only be a temporary reprieve. The expenditure to date on retaining a trafficable surface is now \$19k; this is over the annual budget of \$12k. However, the subsidence closer to the state highway has increased, which is becoming of greater concern. It is disappointing to report that the grader parked at Haven Street over one weekend was vandalised, with the lower windows smashed.

A traffic count conducted on Roundhill Road in November 2017 highlighted some serious issues of speed on the rural roading network. This is not only unsafe for other users but accelerates wear and tear on the roads, damaging the structure and surfacing. In this case, the two-week survey produced data on 1299 vehicles, of which:

- 20% travelled at a speed greater than 110kph; and
- 56 vehicles travelled between 150kph – 160kph.

These counts are spread across 24 hours which means it is difficult to interpret any trends other than this is an area where people are driving at excessive speeds. These statistics include examples of heavy vehicles speeding and showed two instances of 6-axle heavy vehicles travelling between 120 – 160 kph.

An example of a Class 9 6-axle vehicle



A semitrailer with a quad axle set and two steering axles is limited to 18 metres.

These statistics have been given to the Oamaru Roding Police, who have attended the site and share concerns with this level of speeding. Police comment: *"I agree those speeds are of huge concern and given the location one would think these are local drivers as this is not a tourist bypass. Some of the speeds you mention are extremely dangerous. Sadly I don't think it's unique to this road as I recall some info from Thousand Acre Road a few years ago which was also poor"*.

1.1. Customer Service – CRM Process Operations

The number of CRMs appears to remain low, outside of those generated by the storm events which caused minor spikes in the numbers received. January had 236 requests, with a resolution rate of 87% (some not being able to be completed as it was too dry) and 462 in February reflecting the two storms, with a 96% resolution. This number is significantly lower than would have been previously experienced before the resilience works. The response by the Council contractor was well organised; it including sending a crew to overnight in Omarama in case the storm event proved problematic in the Ahuriri Ward (this was not needed in the end). As in all flooding events where roads are closed, there was again some non-compliance by locals witnessed by the contractor.

Kakanui Point Bridge repairs to the land span commenced in February 2018. Council had some issues around communicating closures to a couple of residents which have been resolved with new signage and another letter drop. Works proceeded well, with one day lost when the river was in flood; however this did not affect the programmed completion. The bridge reopened on Friday 2 March, with minor closures the following week to allow for the application of weather-proofing bitumen and more expected again when the decking is being resealed (no date has yet been fixed). A lot of the wood was able to be recycled back into the bridge work, with off-cuts donated to Kakanui Ratepayers and Improvement Society (KRAIS) for community use.

Example of decay found in the underside of a timber beam that requires repair and filling on the Kakanui Bridge.



1.2. Communications

Date	Customer/Client	Outcomes
February	Downer	Thames Street resurfacing planning
February	Boffa Miskell	Historic Precinct overview
Jan/Feb	James Malloy	Test Street and other Geotech sites
Jan/Feb	HNZ	Meek Street Bridge repairs
Jan/Feb	HNZ	Waterfront Road realignment
January	LDP Ltd	LED street lighting (NZTA) Thames Street
February	EQC	Access to Geotech data sets district-wide

1.3. Projects

Well underway	Comment
Meek Street Bridge	Need to replace a number of large Oamaru stone blocks that have been dislocated from the abutment and wingwall from recent storm events. Now has Heritage New Zealand approval.
Severn Street Wall	A new design that has the potential to limit earthworks is being investigated for practicality.
Resurfacing Programme	Programme has been delayed by the contractor rescheduling works with other districts. However, works will be completed this season.
Rehabilitation Programme	Works are well underway and successfully survived the storm events.
Minor Improvement Programme (MIP) also called Low Cost/Low Risk (Agency speak)	Unfortunately this programme has not proceeded as well as hoped, with the team being one down and the volume of committed works taking precedence. Plans are in hand to address this.

Minor Improvements - Physical Works		Ardgowan Road Seal Widening (1.6 km) near completion.
Street Lighting LED Upgrade		Work has been accelerated to ensure Council does not miss out on the 85% Financial Assistance Rate (FAR). Council has just been informed that rate is likely to cease on 1 July 2018.
Draft Roading Business Case Approach 2018-21		All completed and with the Regional Transportation Committee and NZTA.
Larger Projects (Prioritised)		
1	Coastal Protection	Works all completed. New but localised erosion site noted on Beach Road from the recent high seas is being monitored.
2	Kakanui Point Bridge Replacement Proposal	Nothing to report beyond discussions with Stantech over the development of the Better Business Case.
3	Remote Rural Roads Project	Work has started on the Remote Rural Roads Project with Blackcap Road. There has been some resistance concerning the request by Council for the boundaries to be fenced as a means of protecting the new works. Officers are working closely with project partners to achieve a balanced outcome.

1.4. **Fatal and Serious Crashes in the Waitaki District (January – February 2018)**

There were no fatal or serious crashes on the Waitaki network during the reporting period; however, there was one non-injury crash. There were two serious injury crashes on the state highways in the Waitaki District.

2. Water Services and Waste Manager's Update

2.1. **Customer Service**

As of from 1 July 2017, 1900 CRMs have been resolved by officers and SouthRoads, with 90% being resolved within the required timeframes.

2.2. **Operations**

Reticulation

SouthRoads remains under pressure due to the significant reactive workload of water leaks and "no water" faults.

In an attempt to reduce the number of repeat water leaks on service lines, Council and SouthRoads are trialling renewing (as opposed to repairing again) service lines which have been previously repaired upon receipt of a routine water leak CRM. While the CRM resolution time is longer, the long-term benefits will be large.

Water Facilities

The Otematata Water Safety Plan has been submitted to Public Health South for approval. Critical Control Points (CCPs) have been included in all Water Safety Plans, a requirement of the Ministry of Health following release of the Stage 2 Havelock North Inquiry report.

General Electric (GE) has optimised the performance and removed the fouling of the new membranes at the Oamaru Water Treatment Plant. Work is underway to increase the capacity of the membranes (removal of "blanks").

Flooding as a result of ex-cyclones Fehi and Gita impacted the Hampden-Moeraki, Herbert-Waianakarua and Lower Waitaki water supplies. The treatment plants were shut down for a number of days. The flooding did allow the lifting of the water restrictions on Hampden-Moeraki residents.

Wastewater Facilities

The leak on the rising main from the Orwell Street Pump Station to the Wastewater Treatment Plant was successfully patched without need to decommission and empty the main.

The Oamaru, Moeraki and Palmerston wastewater networks were at capacity during ex-cyclones Fehi and Gita.

Solid Waste Facilities

Officers have worked with the Otago Regional Council to determine a suitable solution for remediation of the subsidence at the Hampden landfill, which worsened during ex-cyclone Gita. The remediation works are set to commence in mid-March.

2.3. Communications

Date	Customer/Client	Outcomes
Multiple occasions	Otago Regional Council	Various communications regarding general resource consent compliance, Hampden Closed Landfill subsidence, water quality on the Lower Waitaki Plains, and Moeraki wastewater disposal consents.
Multiple occasions	ECan	Various communications regarding general resource consent compliance.
Multiple occasions	Public Health South	Communications regarding general Health Act compliance, water quality on the Lower Waitaki Plains, and Water Safety Plan submissions.
Multiple occasions	Waitaki Resource Recovery Trust (WRRT)	Various communications regarding the redevelopment of the WRRT site and the draft Waste Management and Minimisation Plan.
Multiple occasions	NZTA	Various communications regarding service locations and surface covers within Thames Highway road rehabilitation worksites.
Multiple occasions	Heritage NZ	Various communications regarding construction works in Hampden and Moeraki.
Multiple occasions	KiwiRail	Various communications regarding construction works in Railway land.
Multiple occasions	Network Waitaki	Various communications regarding power outages (planned and unplanned) at a number of water and wastewater facilities and close approach permits.
Multiple occasions	Waitaki Developers	Various communications regarding subdivisions and developments (ie Natural Chicken Company (Moeraki), McBrimar (Weston) and Goodland Heights (Old Hospital Hill), De Geest (Otematata).
Multiple occasions	Kai Tahu ki Otago and Te Runanga O Moeraki	Various communications regarding shellfish sampling and monitoring for the Moeraki wastewater discharge consents.
February	Solid Waste Working Group	Workshop regarding the draft Waste Management and Minimisation Plan.
February	Ahuriri Community Board	Communications regarding the Otematata De Geest subdivision and Otematata reticulation issues.

February	ORC, Waihemo Wastebusters, WasteCo, Medical Officer of Health	Communications regarding feedback on the draft Waste Assessment.
February/March	Environmental Protection Authority	Communications regarding the final ETS return for the Oamaru Landfill and first annual ETS return for Palmerston Landfill.
February/March	North Otago BMX Club Inc.	Communications regarding construction of the BMX track at the Oamaru Closed Landfill.
February/March	Hampden residents	Communications regarding the Hampden Septic Tank Cleaning and Inspection Programme.

2.4. Projects

Larger Projects (Prioritised)		
1	H2OurHealth (HamNak pipeline) Project	Majority of pipe work is installed and tested. Pumpstation 1 building work is underway. Pumpstation 2 building work has been completed, and electrical work is now underway. Update provided to landowners and stakeholders in early March.
2	Moeraki Water Improvements	Installation of pipe work through Hampden is nearing completion. Installation of pipe work to Horse Range Road is underway. Construction of the booster pump shed is underway.
3	Moeraki Wastewater Disposal Upgrade	Installation of the pipework from the Wastewater Treatment Plant to Katiki is underway, in conjunction with the Horse Range Road water works.
4	Oamaru Tower Zone Capacity Improvements	Installation and testing completed in early March.
5	Oamaru Landfill Closure	Construction of the additional BMX track site platform is underway. Golder has been engaged to complete an assessment of the existing cap suitability for future activity.
6	Waste Management and Minimisation Plan Review	Feedback received from key stakeholders on the draft Waste Assessment. The draft Plan will go to the 27 March Council Meeting for approval to release it for public consultation.
7	Hampden On-Site Wastewater Management	Cleaning and inspection underway.
8	Asset Management Plan (AMP) Update	Final drafts are under review.
9	Oamaru Wastewater Infrastructure Study	Waugh Infrastructure engaged to complete Stage 1 (setting the basis for design).
10	Oamaru South Hill Water Reticulation Upgrades	Stage 1 has been completed. Stage 2 construction drawings are underway.
11	Omarama Wastewater Treatment Plant Disposal Upgrade	Draft lease documents are with officers for review.

12	South Hill Reservoir Pumpstation	Building platform and connection to power completed. Further works on hold pending resource availability.
13	Ohau Water Upgrade	To be commenced as soon as resource is available, with completion expected in 2018/19.
14	Omarama Water Upgrade	Concept design has been completed. To be progressed further as soon as resource is available, with completion due in 2017/18.
15	Oamaru Water Supply Chlorine Analysis	Existing chlorine levels will continue to be analysed and options for improvement considered. Construction is anticipated to be completed in 2018/19.
16	Sewer Lateral Ownership Assessment	Assessment has been completed and a report provided for officer review. This will be progressed further in 2018/19.

3. Property Manager's Update

3.1. Customer Service

Since the commencement of the 2017/18 financial year, Property has achieved a 98% response rate to CRMs and a 99% resolution rate.

3.2. Operations

A number of renewal projects are underway:

- Community Housing Units – two in Palmerston

3.3. Projects

Larger Projects		
1.	Court House	Construction work underway. The construction project is likely to take a minimum of 26 weeks.
2.	Harbour Visitor Accommodation	The team is currently engaging with preferred parties. More information will be provided as it becomes available.
3.	Harbour Area Development	Currently undertaking a number of projects relating to the harbour area. The team is working closely with the Harbourmaster at Otago Regional Council on placement of navigational aids, ie channel entrance markers, channel depth surveys to update the nautical chart as well as to inform Council for any future dredging work required, Holmes Wharf deck replacement, review of the slipway and other harbour area maintenance works. Otago Regional Council is soon to consult with the public on the proposed Navigational Safety Bylaw for the Otago Region which includes Oamaru Harbour.
4.	Land Development and Sales	Various sales and projects are underway and workshops/reports will be prepared to present to Council as required.

4. Recreation Manager's Update

4.1. Customer Service

CRM completion is sitting at 73%. Outstanding CRMs are related to maintenance tasks for the contractor and generally not customer-related. The current configuration of the CRM system does not allow for easy separation of customer-initiated maintenance requests from officer-initiated ones. The contractor has a new administrator who is improving their systems to ensure the CRMs are up-to-date.

4.2. Operations

General

The Oamaru Parks Officer role is currently being advertised following the resignation of Gordon Bailey. Rainfall in February was 238mm compared to a historic average of 15mm. A combination of lost days mowing, combined with high grass growth (caused by warm temperatures and moisture levels), has started to create some mowing difficulties for the contractor.

Aquatics

The Oamaru swim club continues to outshine its competition, beating all other swim clubs in the South Island zone of the nationals. The club is currently ranked as the 4th highest performing club in New Zealand based on point (not swimmer numbers).

Over February, the Aquatic Centre has been host to 14 school swimming sports.

User numbers for the year to date are 9.7% up on last year.

Lakes Camping Grounds

With wetter conditions, the number of campers over February has dropped, but numbers overall have been good to date and there are still many caravans on site. Officers are optimistic for good numbers over coming weekends and holidays (weather permitting).

The Alps to Ocean Ultra made good use of Loch Laird for its rest day. This was a fantastic event, and well run by organisers.

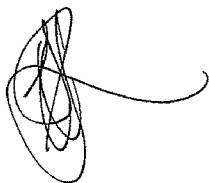
Parks

Cyclone Gita caused some minor flooding in some locations around Oamaru – stairs near the river mouth in Kakanui were undermined and had to be repaired, and the route from the lookout to the foreshore in Moeraki once again slipped.

4.3. Projects

Larger Projects (Prioritised)		
1.	Craig Fountain	An unveiling of the lighting has been planned for 8:30pm on 16 March.
2.	Palmerston Walking Improvements	Officers are still trying to make contact with the neighbouring landowner for the District Road to State Highway 1 connection to discuss options prior to taking a report to the Community Board.
3.	Ahuriri and Waihemo Bike Parks	<p>The Ahuriri Community Board has approved the concept and location for a Bike Park in Kurow and is commencing fundraising for its part of the project.</p> <p>Officers are working with the Waihemo Community Board to determine who is best placed to drive fundraising for that community's facility.</p>
4.	Mill Domain	Grass has been established and junior cricket has commenced use of the ground. Further

		renovation work is planned in the autumn, consisting of mini-moling, aeration, liming and fertilising to improve soil quality.
5.	Streetscapes	Tenders for construction of Hampden and Dunback streetscapes will be completed in March. Duntroon concepts will be completed once acquisition of land for the toilet has been completed.
6.	Dunback Domain Toilets	Construction has been completed.
7.	Duntroon Toilets	Officers have approached Land Information New Zealand to acquire the land used as green space in Duntroon (and on which Council wishes to locate a public toilet) and are awaiting a response.
8.	Weston Domain Toilets	Officers are looking at a Portabuild option similar to that planned for Dunback, which should be able to be completed within budget.
9.	Sailors Cutting and Falstone waste water systems	Construction plans for Sailors Cutting are being completed for tendering. Percolation tests for Falstone were completed in February and the wastewater engineer is investigating the option of using a flout/ syphon system instead of diesel pumps.
10.	Weston Domain Water Supply	No progress.
11.	King George Park drainage	Existing pipe work has been exposed and jetted to confirm its condition. Specifications for additional perimeter drainage are being prepared.



Neil Jorgensen
Assets Group Manager

Attachments:

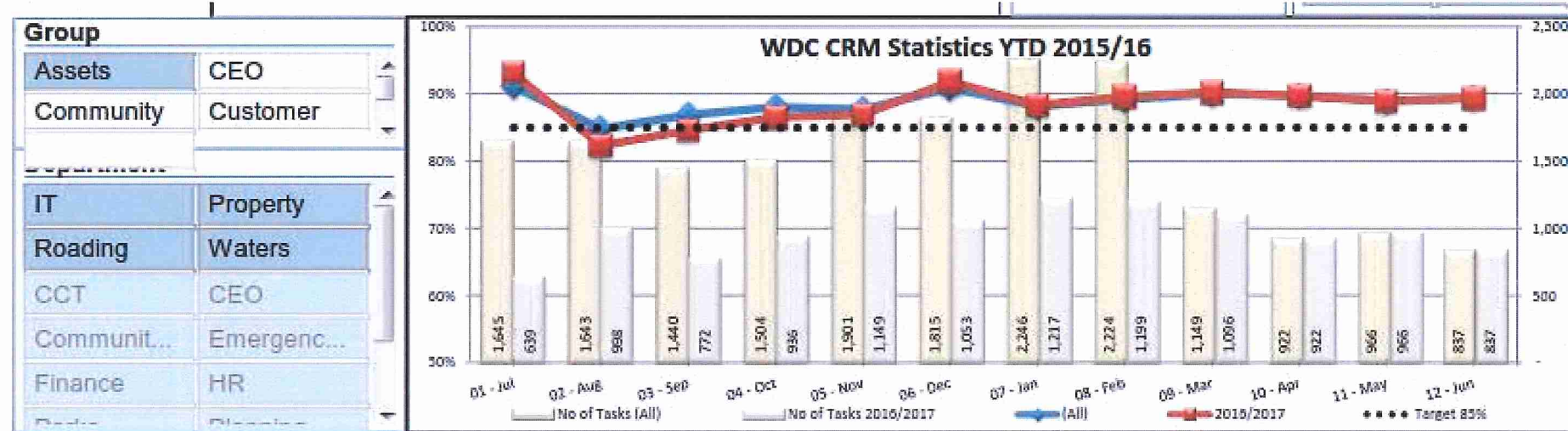
Tenders Recently Let
CRM Report
SouthRoads Summary Report for January/February 2018

Tenders recently let

This table shows tender let over the last few months and will be kept as a six monthly rolling schedule.

Contract No	Name of Contract	Date Contract Let	Tenders received	Awarded to	Tender value (ex GST)	Range of tenders received	Engineers Estimate	Start Date	Date of Completion
676	Waterfront Road Extension	01.03.2018	3	Fulton Hogan Ltd	\$591,072.66	\$591,072.66 to \$686,872.07	\$580,000	09.03.2018	04.05.2018
672	Ardgowan Road – Seal widening	15.12.2017	2	South Roads Ltd	\$297,249.20	\$297,249.20 to \$499,310.97	\$250,000	10.01.2018	06.03.2018
660	Pavement Rehabilitations	01.12.2017	2	The Roding Company	\$938,000.00	\$916,651.94 to \$938,000.00	\$830,000	22.01.2018	23.04.2018
658	Footpath resurfacing 2017-2018	04.10.2017	2	Whitestone Contracting Ltd	\$319,001.49	\$319,001.49 to \$501,852.20	\$378,000	04.10.2017	30.06.2018
667	Led Streetlights retrofit Supply for 2017-19	28.09.2017	7	Techlight Ltd and Orange Tek	\$675,800	Open tender	\$800,000	28.09.2017	30.06.2019
668	Kakanui Point Component Renewals 2017-18		Direct Appointment	Recreation Construction are currently Council's preferred contractor for bridge maintenance	\$183,100.00	Direct Appointment	N/A	7/08/2017	31/12/2017

CRM Reports





WDC 642 Summary Report January 2018

PERFORMANCE

EFFECTIVENESS	CRM's	Structures	Monthly	1
		Culverts/Side drains	Monthly	7
		Fallen Trees	Monthly	1
		Flooding Roads/Footpaths	Monthly	1
		Frost and Ice Response	Monthly	-
		Grading/Metalling	Monthly	18
		Kerb and Channel	Monthly	5
		Road Litter	Monthly	8
		Signs Missing/Damaged	Monthly	5
		Roadside Vegetation	Monthly	16
		Safety Road Condition	Monthly	1
		Sealed Road Failures	Monthly	-
		Potholes	Monthly	6
		Snow Clearing	Monthly	-

PEOPLE / CULTURE	TEAM SAFETY		Month	YTD
		Medical Treatment Intervention - #	Monthly	0
		Lost Time Injury - #	Monthly	0
		Near Miss/IOF	Monthly	102
		Incidents	Monthly	47
		Safety Audits/Tours completed	Monthly	28

Welcome to 2018! We hope everyone has had a great break and managed to find some time to relax and enjoy the beautiful weather we have been having.

The majority of the team arrived back on deck on the 8th January after a couple of weeks off. We did have a few work through to keep on top of the litter bins, street sweeping and some reactive tasks.

The siteworks crew were straight into the kerb and channel replacement on Reed Street so that we could get in and out before school got back. The footpath team has been busy tidying up some footpaths in the Palmerston area and repairing small sections of kerb and channel.

The drainage crews have been completing drainage renewals on Ardgowan Rd.

The Maintenance Metalling programme is well underway and they have been focusing on the very rural road project working out of Robbs Crossing. Our extraction consent for Palmerston is well underway. Currently consultation with Runanga office is happening before we can proceed.

The premix crew has been completing edge break and levelling work throughout the district. Focussing on the Weston/Windsor/Ngapara areas.

Our graders have been busy working on their monthly beats. The North grader has made its way around the top end of the network before heading back down the valley and into the Danseys. The South grader has worked its way down to the other end of the district and has been completing some very rural roads work while up Macraes.

Delta has been flat up trying to keep up with the vegetation growth we have had throughout the district. They have completed another full round of sealed road spraying as well as targeting pest plants in the Ahuiri ward.

The signs programme has had another busy month with staff completing programmed work throughout the break as well and renewing a lot of old signs.

The stabi crew has completed the low shoulder work on Fortification Rd that was started before the break. They then shifted on to completing some sealed pavement repairs on Weston – Ngapara Rd.

PROGRESS

Item	Completed	Comments
Stabi's	689m ²	10,321m ² YTD
Maintenance Metaling (20,000m ³)	1,842 m ³	9,148 m ³ YTD
Grading (280km target)	260 km (MTD)	1157.1 km (YTD)
Road Sweeping	22 (MTD)	273 (YTD)
Signs	Cleaned 3 (MTD) Straightened 51 (MTD)	262 (YTD) 228 (YTD)
Roadside Litter Collection	6 (MTD)	159 (YTD)
Wilding Trees	10 (MTD)	140 (YTD)
Traffic Counts (300 per year)	51 (MTD)	204 (YTD) 68%

Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Qty
Culvert Inspections (240/month)	166	1,544	1,336 (46.4%)
Bridge Inspections (15/month)	3	36	144 (80%)

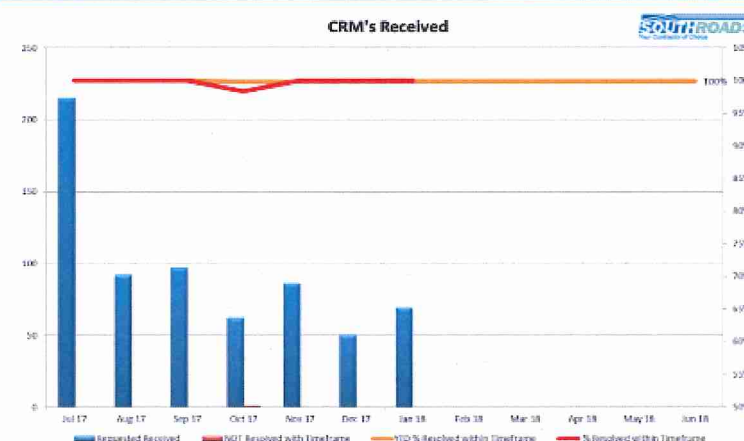
RISK & STRATEGY UPDATES

	Identified Risks	Update
Roads	Henburn Road	This road has had a fair beating with traffic and the different weather extremes over the last few months. It will need some maintenance over the next while to keep up with the increased traffic volumes.
	Coal Pit Road	Saturated material has been wind rowed and made a considerable difference. The hedge seems to be the culprit causing the wet pavement to not dry out. This should be programmed to be removed before next winter. The material will be laid back onto the road once it gets warmer.
	Waianakarua Rd	Coastal erosion work has been completed. This section of road will be monitored for any other movements.
	Horse Range Rd	Road narrowed to one lane. This has had the culvert pipe re-connected and rock replaced and will be monitored for any subsidence.
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
Strategic	RAMM Data	Pocket RAMM devices are being used to capture data in the field and programme repairs while onsite.
	Reseal sites	Reseal sites have been released for the 2018/19 season. These sites will then be inspected and repairs programmed to get repairs underway before next season.

CUSTOMER SERVICE MANAGER REPORT

We received 69 CRM's for the month of January. This is 19 up on last month. Grading and metalling have generated the highest CRM's this month. This is fairly common for this time of year when the moisture content of the aggregate tends to dry out and lose some of its strength. The vegetation growth has caused several CRM's around site visibility. This has generally been vegetation on rural berms outside the spray width.

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

For January the Management Performance Measures we have scored a 95% compliance. Focus will be put into improving traffic count data as there is still some small issues around some data being sent through.

The Operational Performance results are at 89% compliance. Focus will be put into grading and spot metalling of unsealed roads, vegetation control around town and in surface water channels and to target pothole repairs to bring this score up.

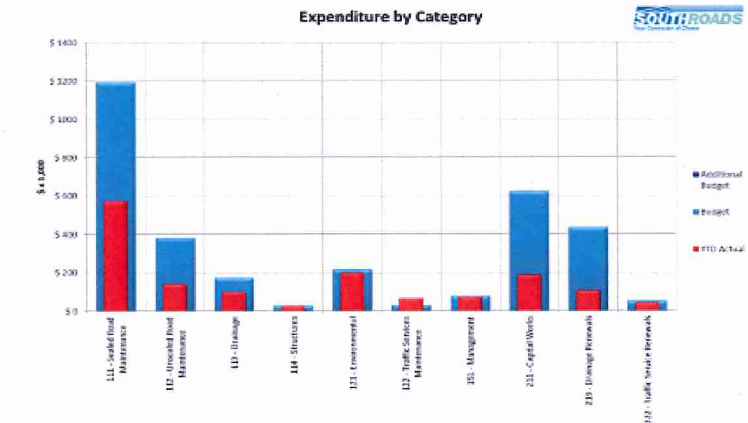
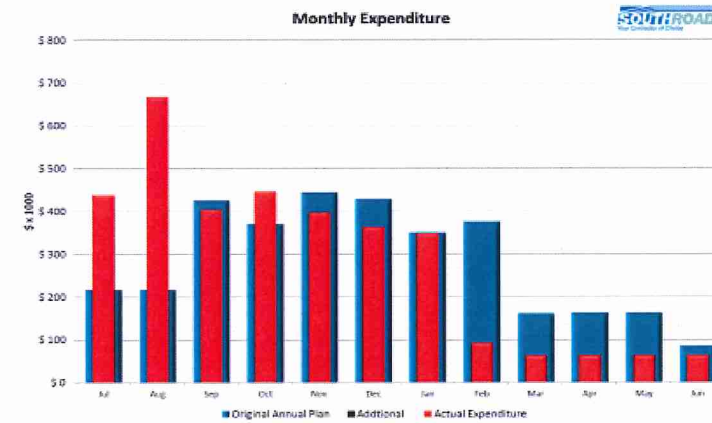
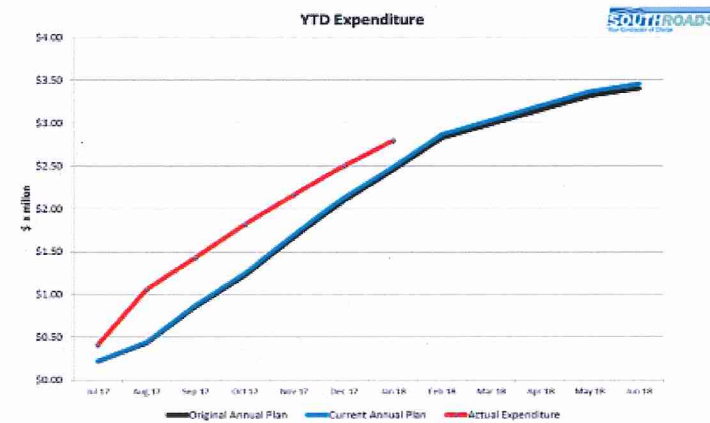
GOLD STAR INITIATIVES.

- ✓ We have implemented the Mobile Roads phone app to complete sump inspections, recording the location of these and providing photos of the asset.

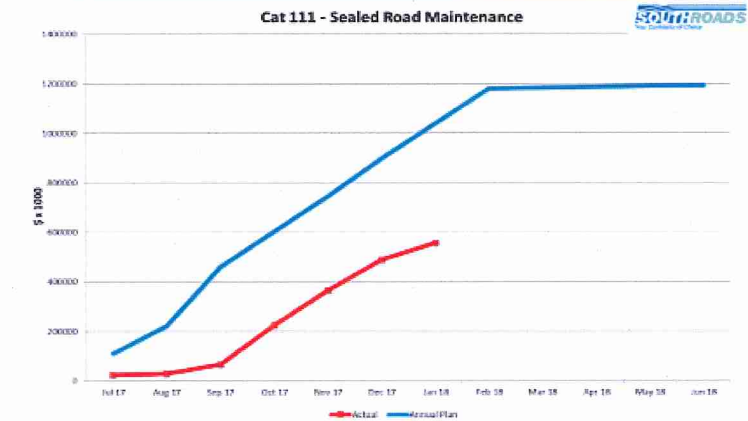
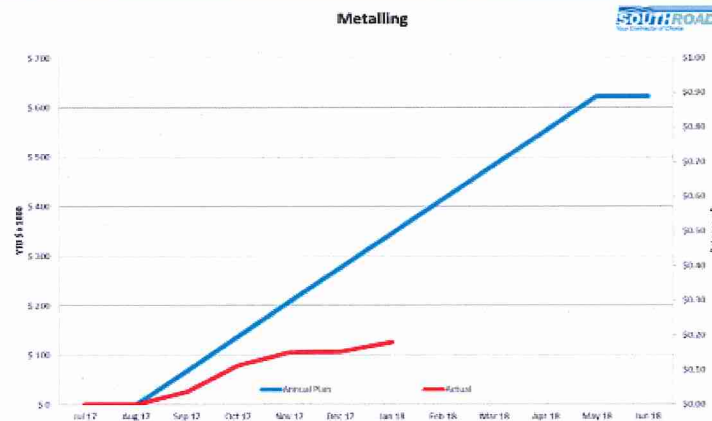
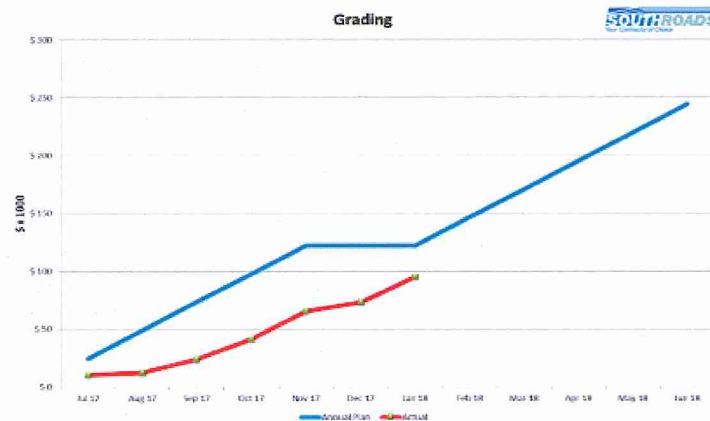
TRAFFIC CRASH/DAMAGE REPORT

1. No traffic crashes reported by the team this month

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/ Over (+ve)	%age Under(-ve)/ Over (+ve)
Original Annual Plan	239541	239541	496330	447645	525579	459901	381218	404827	190870	185853	185853	107157	3864315		
Additional	0	0	0	0	0	0	0	0	0	0	0	0	0		
Current Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	195675	190659	190659	111962	3921979		
YTD Revised Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	195675	190659	190659	111962	3921979		
Actual Expenditure	439006	667704	404407	446666	397268	363432	348614	92276	63329	63329	63329	63329	3412689	-509289	-13%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		
Tasked Forward Work	0	0	0	0	0	0	0	365808	389845	354824	328269	24453	1463200		
Projected Expenditure	439006	667704	404407	446666	397268	363432	348614	458084	453174	418153	391599	87782	4875889	953910	24%

FINANCIAL COMMENTARY

The year completed expenditure is \$3,412,689.00. The claim for the month was \$349,034.00 (including township works) and consisted of mainly programmed works and maintenance activities.



WDC 642 Summary Report February 2018

PERFORMANCE

EFFECTIVENESS	CRM's	Structures	Monthly	-
		Culverts/Side drains	Monthly	43
		Fallen Trees	Monthly	5
		Flooding Roads/Footpaths	Monthly	27
		Frost and Ice Response	Monthly	-
		Grading/Metalling	Monthly	48
		Kerb and Channel	Monthly	6
		Road Litter	Monthly	5
		Signs Missing/Damaged	Monthly	11
		Roadside Vegetation	Monthly	6
		Safety Road Condition	Monthly	2
		Sealed Road Failures	Monthly	7
		Potholes	Monthly	9
		Snow Clearing	Monthly	-

PEOPLE / CULTURE	TEAM SAFETY		Month	YTD
		Medical Treatment Intervention - #	Monthly	0
		Lost Time Injury - #	Monthly	0
		Near Miss/IOF	Monthly	13
		Incidents	Monthly	8
		Safety Audits/Tours completed	Monthly	8
				36

Welcome to the February report, this month we have witnessed summer signing out with some pretty intense weather, skipping autumn and jumping straight into the depths of winter.

The February event mainly resulted to damage to our unsealed network with the water scouring roads and the material blocking culverts. We have completed a network inspection identifying the damage and programed the outstanding repairs to get underway in March

The siteworks crew have been busy working on Towey Street replacing kerb and channel on both sides of the street. Both sides now have the new kerb in and the reinstatement of the road and driveways are well underway.

The footpath crews have been working on footpath repairs in the South Hill, Oamaru area and are shifting into Weston.

The drainage crews have been completing drainage renewals on Ardgowan Rd and are due to shift into the Ngapara/Fiveforks area to complete digout repairs and side drainage.

The Maintenance Metalling programme is well underway and they have been focusing on the very rural road project working out of Robbs Crossing. Our extraction consent for Palmerston has been approved and the first site meeting has been held. We expect gear to be on site in March and crushing to commence later in the month.

The premix crew has been completing edge break and levelling work throughout the district. Focussing on the South Hill area.

Our graders have been busy working on their monthly beats. The North grader has made its way around the Oamaru plains before heading back up country to sort out some flood damage. The South grader has made its way back from the other end of the district and has been completing some very rural roads work while up Macraes before heading back into the Maheno/Kakanui area.

Delta has been flat up trying to keep up with the vegetation growth we have had throughout the district. They have started another round of urban spraying in the townships and have been focusing on spraying pest plants. They have completed an audit of vegetation overhanging roads and are programming a round of trimming.

The signs programme has had another busy month with staff completing programmed work and renewing a lot of old signs.

The stabi crew has completed some repairs on Ardgowan Rd before shifting back to Weston – Ngapara Rd to complete these repairs.

PROGRESS

Item	Completed	Comments
Stabi's	398.3m ²	10,719.3m ² YTD
Maintenance Metaling (20,000m ³)	1,690.6 m ³	10,838.6m ³ YTD
Grading (280km target)	135.4km (MTD)	1,292.5km (YTD)
Road Sweeping	18 (MTD)	291 (YTD)
Signs	Cleaned 5 (MTD) Straightened 7 (MTD)	267 (YTD) 235 (YTD)
Roadside Litter Collection	8 (MTD)	167 (YTD)
Wilding Trees	3 (MTD)	143 (YTD)
Traffic Counts (300 per year)	28 (MTD)	262 (YTD) 87.3%

Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Qty
Culvert Inspections (240/month)	289	1,833	1,047 (36.4%)
Bridge Inspections (15/month)	3	39	141 (78%)

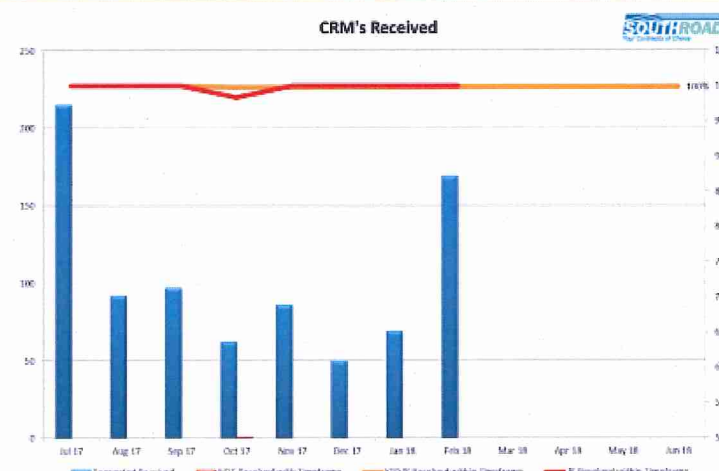
RISK & STRATEGY UPDATES

	Identified Risks	Update
Roads	Henburn Road	This road has had a fair beating with traffic and the different weather extremes over the last few months. It will need some maintenance over the next while to keep up with the increased traffic volumes.
	Coal Pit Road	Saturated material should be programmed to be removed before winter.
	Waianakarua Rd	Coastal erosion work has been completed. This section of road will be monitored for any other movements.
	Horse Range Rd	Road narrowed to one lane. This has had the culvert pipe re-connected and rock replaced and will be monitored for any subsidence.
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
Strategic	RAMM Data	Pocket RAMM devices are being used to capture data in the field and programme repairs while onsite.
	Reseal sites	Reseal sites have been released for the 2018/19 season. These sites will then be inspected and repairs programmed to get repairs underway before next season.

CUSTOMER SERVICE MANAGER REPORT

We received 169 CRM's for the month of February. This is 100 up on last month. The flood in February has caused this spike with culverts/side drains and metalling/grading having the biggest increase in CRM's

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

For February the Management Performance Measures we have scored a 95% compliance. Focus will be put into improving traffic count data as there is still some small issues around some data being sent through.

The Operational Performance results are at 89% compliance. Focus will be put into grading and spot metaling of unsealed roads, vegetation control around town and in surface water channels and to target pothole repairs to bring this score up.

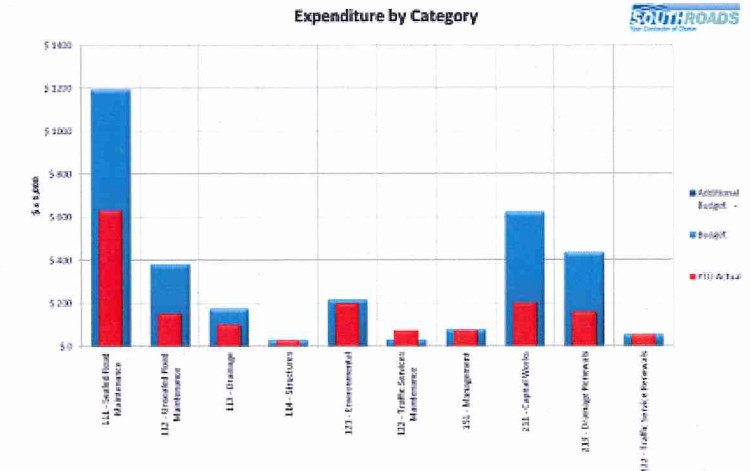
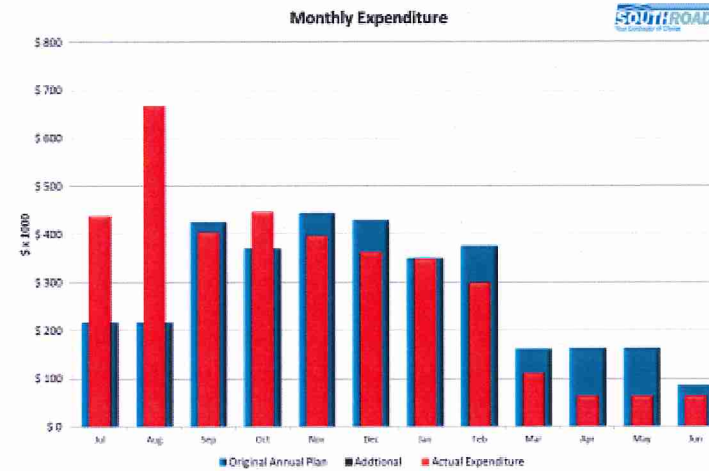
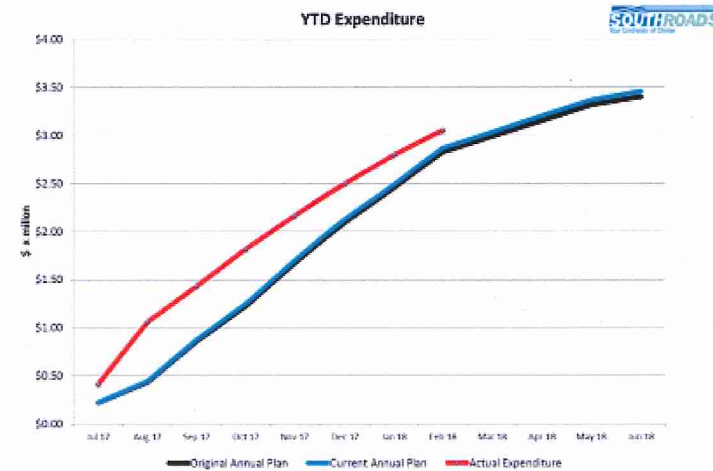
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- ✓ We have implemented the Mobile Roads phone app to complete sump inspections, recording the location of these and providing photos of the asset.

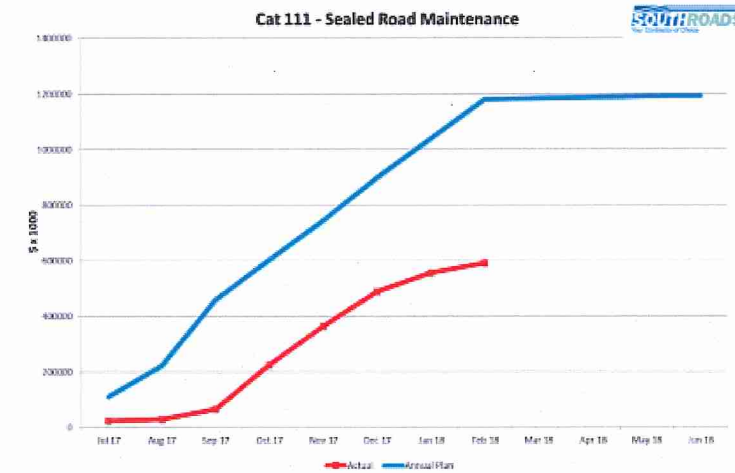
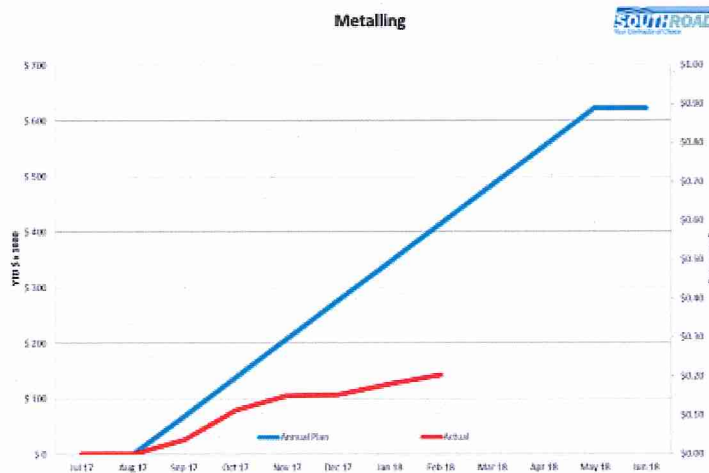
TRAFFIC CRASH/DAMAGE REPORT

1. No traffic crashes reported by the team this month

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/Over (+ve)	%age Under(-ve)/Over (+ve)
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Additional	0	0	0	0	0	0	0	0	0	0	0	0	0		
Current Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	195675	190659	190659	111962	3921979		
YTD Revised Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	0	0	0	0	3233024		
Actual Expenditure	439006	667704	404407	446666	397268	363432	348614	299857	111000	63329	63329	63329	3667941	-254038	-6%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		
Tasked Forward Work	0	0	0	0	0	0	0	0	417533	522779	368281	73073	1381667		
Projected Expenditure	439006	667704	404407	446666	397268	363432	348614	299857	528533	586108	431611	136402	5049608	1127629	29%

FINANCIAL COMMENTARY

The year completed expenditure is \$3,366,954.00. The claim for the month was \$300,277.31 (including township works) and consisted of mainly programmed works and maintenance activities.