



Notice is given of an Engineering and Services Committee Meeting to be held on:

Date: Tuesday, 11 August 2020
Time: Following the Council Meeting
Location: Council Chambers
Fairlie

AGENDA

Engineering and Services Committee Meeting

11 August 2020

Note: This meeting may be digitally recorded by the minute-taker.

Engineering and Services Committee Membership:

Stuart Barwood (Chair)

Emily Bradbury

Murray Cox

James Leslie

Anne Munro

Matt Murphy

Graham Smith

The purpose of local government:

(1) The purpose of local government is—

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

(2) In this Act, good-quality, in relation to local infrastructure, local public services, and performance of regulatory functions, means infrastructure, services, and performance that are—

- (a) efficient; and
- (b) effective; and
- (c) appropriate to present and anticipated future circumstances.

(Local Government Act 2002)

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- 1 OPENING**
- 2 APOLOGIES**
- 3 DECLARATIONS OF INTEREST**
- 4 VISITORS**

5 REPORTS

5.1 MINUTES OF ENGINEERING AND SERVICES COMMITTEE MEETING - 11 FEBRUARY 2020

Author: **Arlene Goss, Governance Advisor**

Authoriser:

Attachments: **1. Minutes of Engineering and Services Committee 11 February 2020** [!\[\]\(5a132f13505a6571904d622757b7a8f0_img.jpg\)](#) 

RECOMMENDATION

That the Minutes of the Engineering and Services Committee Meeting held on Tuesday 11 February 2020 be received and confirmed as an accurate record of the meeting.



Unconfirmed MINUTES

Engineering and Services Committee Meeting

11 February 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
ENGINEERING AND SERVICES COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 11 FEBRUARY 2020 AT 11.27AM**

PRESENT: Cr Stuart Barwood (Chair), Mayor Graham Smith, Deputy Mayor James Leslie, Cr Anne Munro, Cr Murray Cox, Cr Emily Bradbury, Cr Matt Murphy

IN ATTENDANCE: Suzette Van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Simon Mackenzie (GM Operations), Scott McKenzie (Roading Manager), Arlene Goss (Governance Advisor Temp) and one member of the media.

1 OPENING

The chairman opened the meeting.

2 APOLOGIES

There were no apologies.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

There were no visitors.

5 REPORTS

5.1 COMMUNITY FACILITIES AND SERVICES OFFICERS REPORT

COMMITTEE RESOLUTION ENG/2020/1

Moved: Cr Graham Smith

Seconded: Cr Murray Cox

That the information be noted.

CARRIED

Simon Mackenzie spoke to this report. Things are going smoothly in community services.

Discussion took place on the closing of the footbridge on the river walk in Fairlie. Scott McKenzie said the footbridge has been closed due to safety concerns and he has asked a bridge engineer to assess the condition of the bridge. If it needs work it will be looked at. Up to now the bridge and track has been maintained by the Fairlie Lions.

At Tekapo one path has been finished and another large footpath has been approved by the community board as part of the lakefront development.

At Twizel the swimming pool has had a few issues, but they are pretty much solved now. Council is seeking Pool Safe accreditation.

Cr Murphy asked if any discussion had been held on how the Lions wishing well in Tekapo would be funded. This project was a relocation of the old wishing well from another location. Council paid for site works but was not funding the wishing well.

5.2 ROADING REPORT TO JANUARY 2020

Scott McKenzie took his report as read and asked for questions.

Gravel Roads - The Mayor mentioned complaints about a stony road at Ashwick. He asked for an update. Mr McKenzie said some roads had got down to a thin base because there was trouble securing gravel from rivers this year to apply to gravel roads. However the situation at Ashwick has been corrected. The Mayor suggested that communicating with the public about what is happening would help.

Western Carpark extension in Tekapo – Cr Murphy asked why the new path is hot mix, not concrete. Concrete used in lower volume areas. In areas with businesses and housing, ash felt is a lot easier to work with if needing to replace infrastructure underneath the path.

Road to boat ramp at Tekapo – Cr Cox asked when this road would be finished. Mr McKenzie said the original decision was to run a new road below the site line around the lake shore. He is currently putting fill from other sites in that area to build up the ground. This will reduce costs when it comes time to do the road.

Lakeside Drive – The Mayor asked if Tekapo Springs had been asked to help with costs for this road. No. The council road goes past the complex around the bottom of Mount John. Need to formalise the road in future to improve it, and also deal with the stormwater in the area with curb and channel. The chief executive suggested that Mr McKenzie show the councillors the fly over of that area at the next workshop.

At 11:46 am, Cr James Leslie left the meeting and returned two minutes later.

5.3 SOLID WASTE REPORT

Simon Mackenzie spoke to this report. He noted the new name for the Waste Minimisation and Management Services Contract. This will be going out to tender soon, along with two other similar contracts.

The Mayor noted that in the last month the percentage of waste diverted from landfill has risen. This is a positive trend. He wants to signal this happy position with a media release.

With organics coming on board it will be more positive in future.

Noted that there was no water report on the agenda. Simon Mackenzie said there was still high water use in the district. They have also had to resample some water tests at places including Allandale, Lake Ruataniwha and Opuha Dam.

Currently there are level one water restrictions in Fairlie, looking at level 2. Twizel is at level one with high usage. Mr Mackenzie recommended a water metering programme be considered to help manage water use. Also an education programme. There was a need to signal this in the Long

Engineering and Services Committee Meeting Minutes

11 February 2020

Term Plan and make changes to the District Plan such as the requirement for water tanks and rain collection.

The Meeting closed at 11.56am.

The minutes of this meeting were confirmed at the Engineering and Services Committee Meeting held on 5 May 2020.

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CHAIRPERSON

5.2 ASSET MANAGERS MONTHLY REPORT

Author: Bernie Haar, Engineering Manager

Authoriser: Tim Harty, General Manager Operations

Attachments: Nil

STAFF RECOMMENDATIONS

That the report be received.

BACKGROUND

This report is to update the Assets and Services Committee on the progress on various projects and also the normal operation of the department for the past month.

GENERAL

The Assets Team are well set up in the refurbished office space now and working well in the larger open environment.

The Audit team from Audit NZ have virtually completed the interim audit and staff have been busy providing information for this audit and also to assist with the preparation of the Annual Report.

Coming out of lockdown there were a number of subdivisions that developers were keen to get completed prior to winter and we worked with them to get these completed and signed off. Tussock Bend Stage 5 was the significant of these.

The Landco subdivision that wraps around the Tekapo camp ground has recently got underway after obtaining Engineering Approval from Council for the drainage works. We are currently assessing the plans and specification for the balance of the work associated with this subdivision. When complete this will create approximately 200 sections in that area. Regular site visits will be required by staff to ensure quality assets are constructed and eventually vested with Council.

Engineering approval has been granted for a six lot subdivision off Ohau Road in Twizel.

There are also a number of smaller subdivisions coming through that comment from the team prior to being granted consent by the Planning Team.

Tenders have been received, evaluated and awarded for the delivery of 3 Waters Services contract. This contract required significant staff involvement to take through the process and we are now in the phase of ensure all required quality and health and safety documentation is in place as we transition into the new contract.

The procurement of the contract was underway just prior to Lockdown and this added some complications and delays to the process.

The team also has also a role in managing the Office fit out in Fairlie and Twizel that is getting close to getting underway.

UTILITIES

Project updates:**Twizel – Pukaki Airport**

Paul Smith Earthworks were the successful tenderer. The work is almost completed with just Glen Lyon road section to be completed. The next stage will be to install the pump set and SCADA.

District Pipe Renewal

Paul Smith Earthwork were successful in being awarded the pipe renewal programme for this financial year. The Fairlie section of the work was completed before Covid lock down. The Twizel part of the programme was started before lock down but was shut down during Covid locked down. Work recommenced at Level 3. It has now been completed with only the sealing of the footpaths and a road crossing left to be completed.

Water Quality:

Allandale fail two water sample tests in December. After investigating both events it was found that there no clear reason for the first fail. The second was due to the dosing pump failure. Because of these failures a chlorine analyser has been installed and connected to SCADA to ensure that should the chlorine become low, to the point that water safety cannot be guaranteed, Council's contractor will be notified and get the issue sorted thus preventing any more sample failures.

Budget Breakdown**Water:**

Operation and Maintenance expenditure as at the end of June 2020.

Electricity cost \$84,985 is under budget by \$47,015. This has been achieved by operating the Twizel treatment plant better.

Contractors \$447,400 is over budget by \$67,400. This has been a number of afterhours callouts responding water leaks, blocked drains and the like.

Water quality monitoring \$41,221 is over budget by \$6,221. This has been due to carrying out an increased number of samples to ensure bacterial compliance.

Consent monitoring cost \$501 is under budget by \$2,999

Wastewater:

Operation and Maintenance expenditure as at the end of June 2020.

Electricity cost of \$53,453 is over budget by \$8,353. This has been due to the power companies doing estimated readings. As well as this issue the Twizel Oxidation had low Dissolved Oxygen readings that could lead to reduced treatment with in those ponds. As a consequence temporary aeration has been operating to try and correct those low Dissolved Oxygen levels.

Contractor costs of \$210,054 are over budget by \$10,054. More time was spent by Whitestone at each of the Council' Waste Stabilisation Ponds with operating within guidelines and meeting their respective resource consents. Over the last twelve months there has been a number of sewer main blockages in each of the three main townships that have taken some time to sort.

Consent monitoring \$13,204 is under budget by \$11796. The unused budget should go to quality monitoring.

Discharge quality monitoring \$10,356. This used to be included in the consent monitoring.

Storm water:

Operation and Maintenance expenditure as at the end of June 2020.

Contractor costs of \$27,511 are under budget by \$4,031.

Consent monitoring costs of \$4,285 are under budget by \$1574.

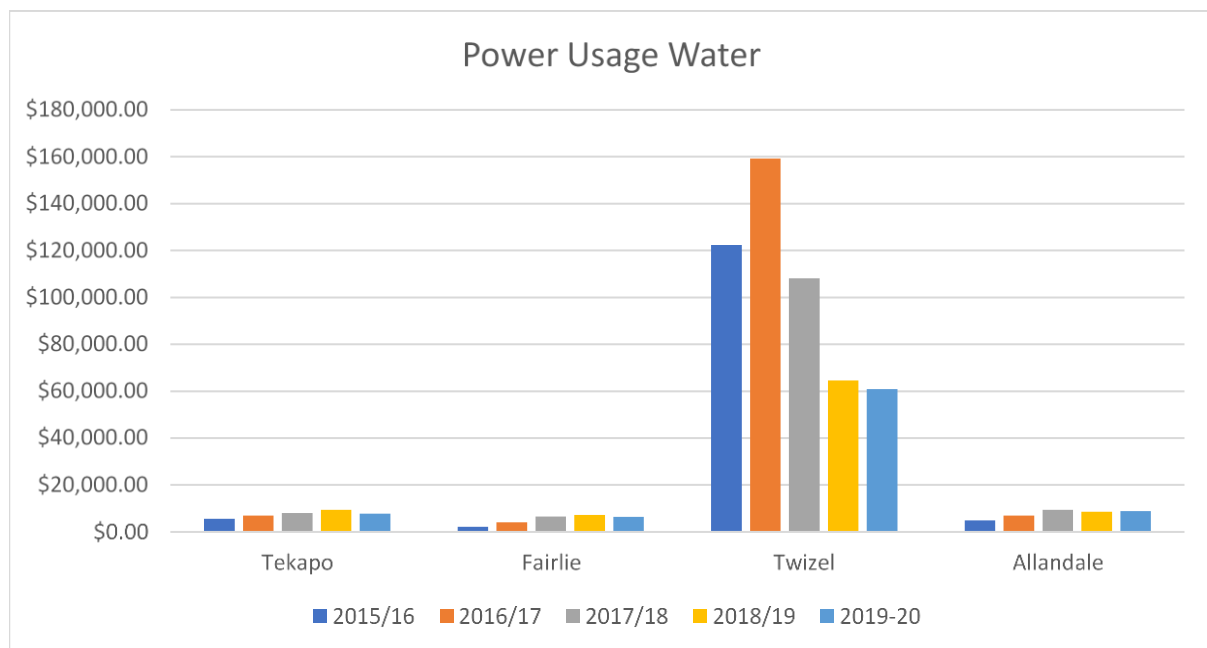
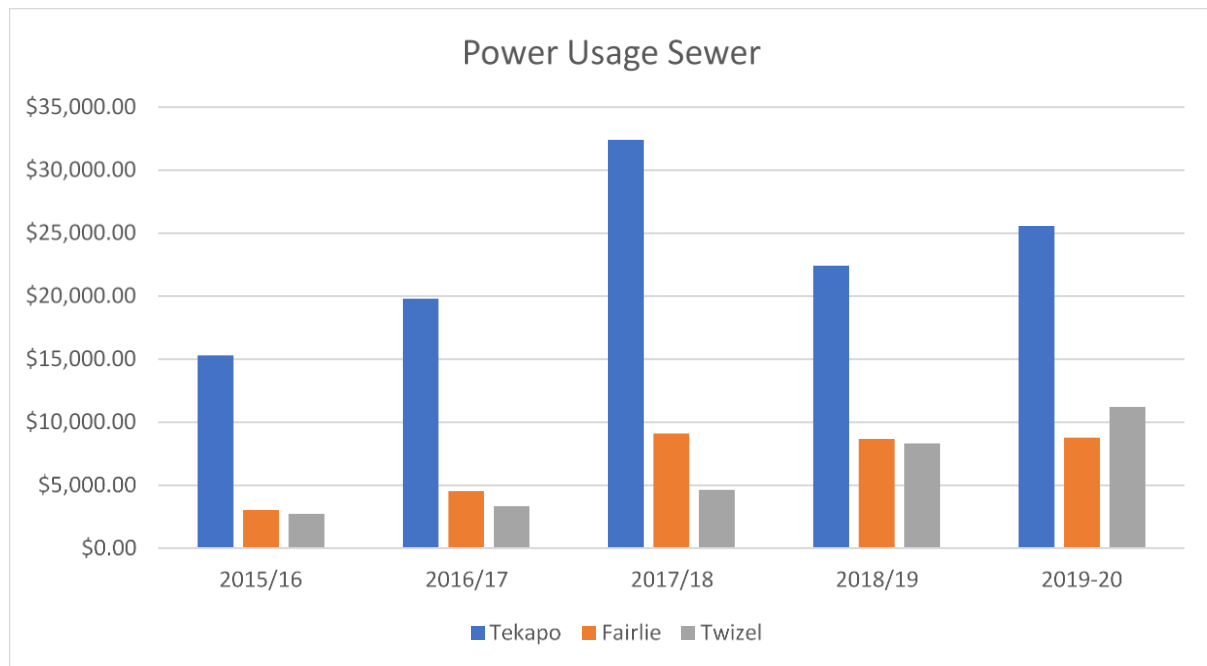
Allandale:

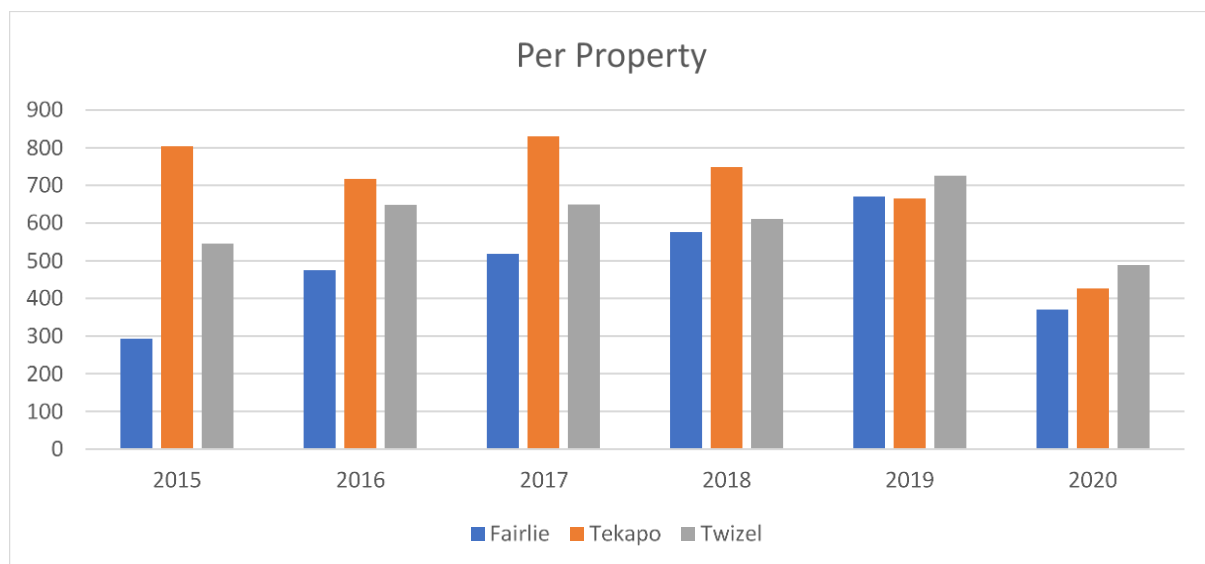
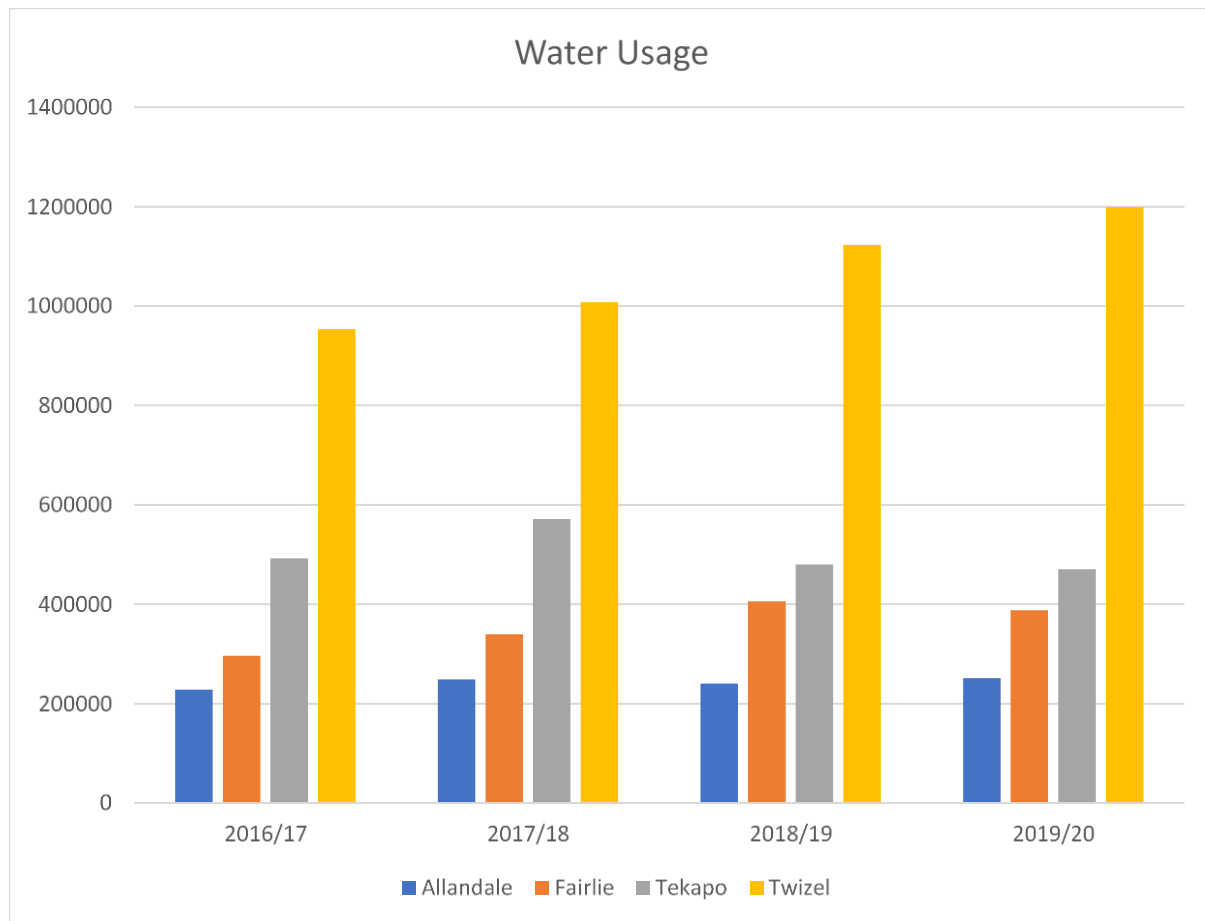
Operation and Maintenance expenditure as at the end of June 2020.

Contractors \$101,335 is over budget by \$38,506. This been due to the number of leaks that have occurred in the scheme this year.

Electricity cost \$4613 is over budget by \$1000. This should be offset by power used by Neil Campbell which he will be invoiced for.

Water quality monitoring costs of \$7,836 are over budget by \$936. This is due to extra sampling being taken to achieve bacterial compliance and also having to retest due to a failures.





ROADING

Covid 19

The COVID 19 pandemic had as significant effect on the roading programme given only essential work was allowed to be completed during Level 4. Staff were able to continue essential activities in terms of inspections grading and pothole filling to ensure hazards were dealt with and to ensure a safe and efficient network was maintained during lockdown and in preparation for any level reduction. All works were completed under the Covid 19 protocols by one staff member in an

allocated piece of machinery. This was critically important to prevent irreparable damage to our roading network especially with the rural farming activity occurring during this time.

Road Rehabilitation

Prior to lock down staff had planned a pavement rehabilitation on Lilybank Road and Lakeside Drive. These works were delayed with the pandemic and lockdown. Whitestone (the Contractor) were able to return to work under level 3 with appropriate restrictions in place which made things difficult meaning further resource and plant was required during this time.

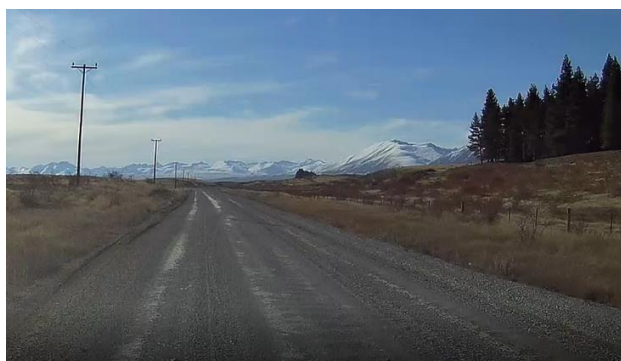
Given favourable weather conditions staying mild and winter conditions remaining at bay the contractor was able to complete the Lilybank Road rehab and get it sealed. With Lakeside Drive works have begun with the majority of the pavement works completed and the drainage well underway. This project was unable to be completed due to being unable to get the pavement dry. Currently the Contractor is holding the pavement until spring where the project will be completed ready for summer. The works are been undertaken under the road maintenance contract.

Gravel Renewal

The full gravel renewal programme on the unsealed roads was completed throughout the district for the 2019/20 financial year. This included a combination of gravel patching, maintenance gravelling and wearing course renewal.

Works also included further rock treatment on Lilybank Road which is aimed at recycling the gravel material that has become deficient in fines from traffic wear. The material adds the fines back into the material through on road blending and resulting in a bound material which deals with two maintenance issues at the same time. To date this treatment has performed very well handling the stresses and speeds caused on Lilybank Road during winter with the ski field traffic, farm operations along with hunters and trampers exploring back country New Zealand. It is proposed that similar treatments like this be undertaken in future as it mitigates the effects of high traffic numbers and is a stop gap measure. It does not remove the need to begin a seal extension programme on these high use rural unsealed roads to improve resilience.

Lillybank Road Before treatment.



After treatment



Wheel stops

Wheel stops have been installed in the Tekapo town centre. This is to prevent vehicles parking on the walkway in front of the vehicles and allow further room for pedestrian use. This will replace the current bollards which use to serve this purpose and will be removed as part of these works. It also allows for snow clearance from footpaths with machinery which will be more efficient for future events. This will reduce the carriage width somewhat on Rapuwai Lane which is the Main street in Tekapo township (running parallel to the State Highway). Given the speed limit of 30km/h this isn't seen as an issue and controls each park instead of intermittent bollards along the length.

2019/2020 Budget

The roading budget for the previous financial year was \$3.3m dollars which as at the 30th June we have spent the budget including some deficit from the previous year. We are very happy with the result given we lost a month of productive work due to the pandemic and there were limitations and restrictions for the following months leading up to mid May when sealing and winter restricts the activities that can be undertaken.

Drainage

A number of drainage works have been undertaken replacing culverts which had developed faults and/ or their design life had expired. There were also a number of culverts that required extension due to the ends being too close to the traffic lane and also a number of new assets have been included to provide better resilience in the network where there is ongoing road scour/wash out and faults that occur periodically.

Maintenance has been carried out numerous surface water channel works around the district as well. This has been completed in conjunction with other maintenance and renewal activities. Lochaber Road has formed a significant part of the surface water drainage completed to reduce the effects of flooding on the road surface and pavement given almost a total absence of drainage previously

Drainage is an important area with climate change and Councils adaptability to these issues to improve resilience of the transport system. It is proposed that an increase in the drainage maintenance and renewal activity in this long term plan (LTP) to upsize assets and mitigate the effects in events allowing reducing damage and allowing earlier recovery.

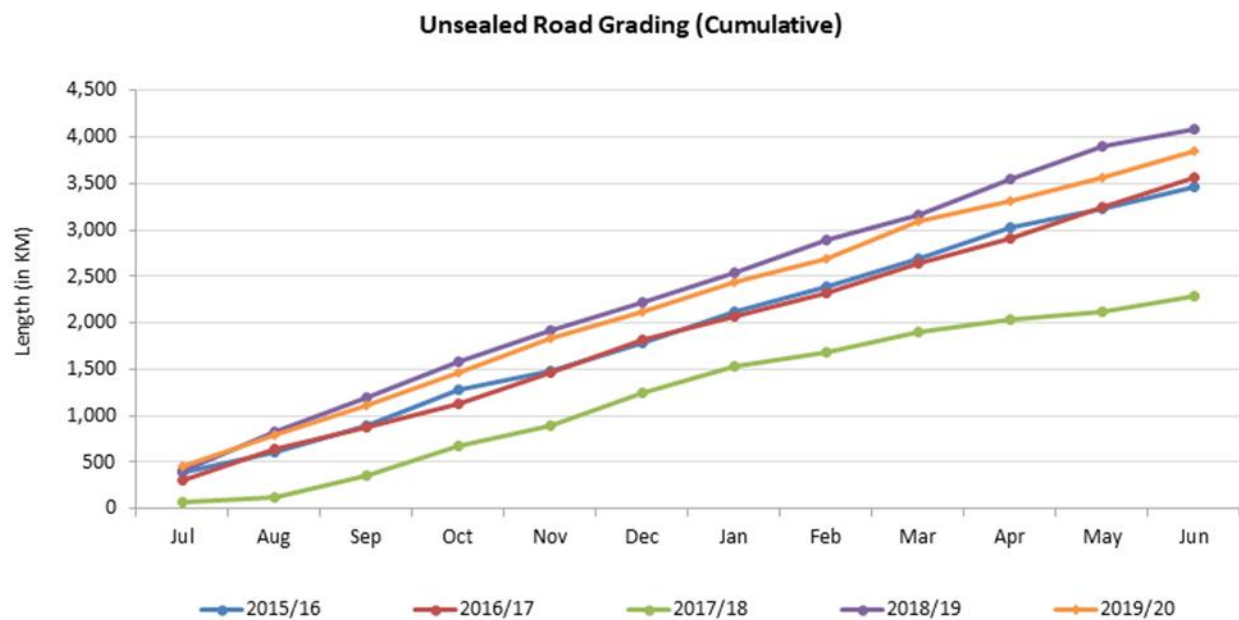
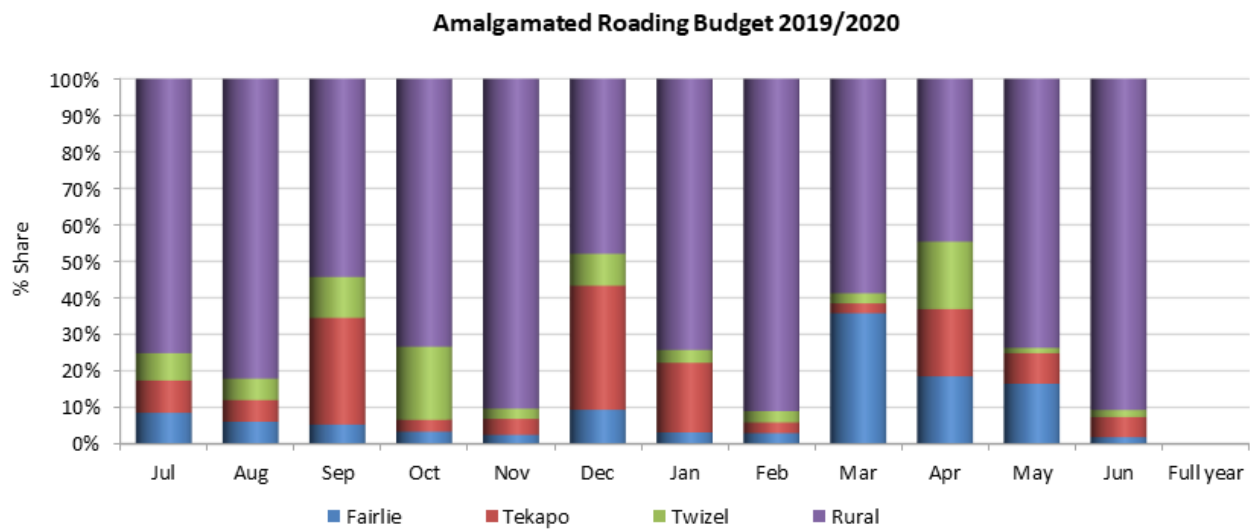
Structures Maintenance

Structures Maintenance continues with recommendation and completion of the annual bridge inspection programme around the district. There continues to be damage around the structures mainly around the abutments and waterways. As a result of the larger less frequent weather events it causes greater, higher, more turbulent and damaging flows in the rivers, creeks and streams. It is also important that the waterways remain with sufficient capacity and that gravel build up is avoided to prevent and reduce the cause of this damage.

Fibre rollout Twizel

The fibre rollout is almost complete in Twizel as part of the UFB2 upgrade managed by Chorus. There are a few issues to work through prior to the final walkover, inspection and fault identification for remediation. Once this is complete Council will take over the works on expiry of the maintenance period stipulated by the Utilities Code and Councils side agreement with the Contractor Broad spectrum.

The oversight by Council staff on this project to try to keep the contractors adhering to the required standards has been a real challenge and taken up a lot of staff resource.



CONCLUSION

To update the Assets and Services Committee on the progress on various projects and also the normal operation of the department for the past month.

5.3 COMMUNITY FACILITIES AND SERVICES OFFICER REPORT

Author: Charlotte Borrell, Community Facilities and Services Officer

Authoriser: Tim Harty, General Manager Operations

Attachments: Nil

Council Role:

- ☐ **Advocacy** When Council or Committee advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ **Executive** The substantial direction setting and oversight role of the Council or Committee e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ **Legislative** Includes adopting District Plans and plan changes, bylaws and policies.
- ☐ **Review** When Council or Committee reviews decisions made by officers.
- ☐ **Quasi-judicial** When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice, e.g. resource consent or planning applications or objections, consents or other permits/licences (e.g. under Health Act, Dog Control Act) and other decisions that may be appealable to the Court including the Environment Court.
- ☐ **Not applicable** (Not applicable to Community Boards).

STAFF RECOMMENDATIONS

That the report be received.

BACKGROUND

To provide Council with an overview of activities in the Community Facilities, district wide

DISTRICT WIDE ACTIVITIES

Mackenzie District Township Maintenance Contract has been awarded to Whitestone Contracting Limited and preparations are underway for handover from the current contract with a start date of 1 September 2020.

Staff have commissioned a District Wide review and audit of levels of risk with Community Facilities. The audit took place over the week 13th July and the results of the review are pending.

Early understanding is that there is a heightened level of risks with Councils Swimming facilities and this is being addressed as a matter of urgency. The report will be finalised and a summary report shared with Council through the appropriate reporting process, as soon as practicable.

FAIRLIE

The Fairlie Domain playground project has been completed with the last pieces of play equipment installed at the end of lockdown.



A new culvert has been installed to replace the bridge on the Opihi River Walkway (at the end of the camp ground and Domain) which was closed due to having passed its useful life, also there had been some incidents and the condition of the structure was deteriorating. Handrails are programmed for installation early August, along with a slight realignment of the track to improve the northern approach.

**TAKAPO**

The concrete footpath linking the existing footpath at the Boat Club to near the Genesis works site is in the tender process and work will be undertaken when weather conditions allow.

The Community Board have been focussed on the lakefront playground area and a number of safety and aesthetic improvements have been completed as township projects.





Tekapo playground upgrades and boardwalks, picnic table with shade sails (in summer)

TWIZEL

The Twizel Events Centre has had an access upgrade with all doors now individually controlled from a central system. This improves Councils ability to monitor and charge for all usage and to ensure that users have a clean, safe, secure environment in which to hold events and store equipment. Customer Services manage the access system via electronic key fobs.

CEMETERIES

Cemeteries and capacity were a focus during the Covid-19 lockdown period (fortunately not required). As a result of this, and previous customer requests for provision of ashes plots in the Albury and Burkes Pass Cemeteries ash plots have been constructed. Fairlie Cemetery beams constructed during lockdown. A seat has also been installed at the Albury Cemetery and users have provided positive feedback of enjoying visiting loved ones and looking south over the hills.



Albury Ashes Plots and seat



Burkes Pass Ashes Plots



Fairlie Beams

ALPS2OCEAN CYCLE TRAIL

It is now the off season and trail maintenance and preparation for the 2020/21 season is underway and will be completed prior to spring.

East Pukaki Stage 1

- The MDC land use consent is awaiting advice from the peer review advice from the landscape planner for Council prior to completion and issue.
- The ECAN consent for the three separate land use consents and the one discharge consent has been re-lodged and accepted on the 23 July for processing. Based on the standard timeframe it should be issued by the end of August.
- The overall detailed costing for Stage 1 will be revised and a bid made to MBIE for funding this section once the consents are completed and issued.

Recent MBIE funding applications in the following areas have been successful:

- Flood Damage \$20,754 excl GST (Mackenzie District portion is \$9,776)
- OPEX (Operational Expenditure) \$45,000 per financial year for 2020, 2021, 2022 (shared between Mackenzie and Waitaki Districts. Conditions apply)
- Safety Enhancements \$33,721 excl GST (various improvements through Mackenzie and Waitaki Districts)

5.4 COMMUNITY AND WASTE SERVICES UPDATE

Author: Angie Taylor, Community Services and Solid Waste Officer

Authoriser: Tim Harty, General Manager Operations

Attachments: Nil

STAFF RECOMMENDATIONS

That the information be noted.

BACKGROUND

To provide an overview of Solid Waste operations.

Waste volumes and Covid-19

Residual waste volumes experienced a decrease over the Covid-19 Levels 4 and 3, however outside this period, these volumes are tracking as per trends over the past two years. Recycling volumes also saw a downturn due to Covid-19 and this reflects through to waste diversion levels.

Restrictions encountered during Covid-19 created challenging times for most aspects of life and waste services were not excluded from this. Waste was identified as an essential service, however multiple and ongoing changes were made to allow waste services to continue operating during this time. These changes included postponing all kerbside yellow bin recycling, increasing residual kerbside collections, introducing alternative disposal options, closing Resource Recovery Parks and then limiting access for a period.

During these changes the public proved to be largely receptive and supportive. It became apparent that even during testing times, that being able to “put your wheelie bin out”, created a sense of normality that was appreciated by the public.

Almost all districts were unable to carry out standard recycling processes during Level 3-4, however there were a number of approaches to service changes that were adopted and some districts are still continuing to work on restoring good recycling habits. By placing all yellow bin collections on hold during this time, Mackenzie also placed their good recycling behaviours on hold and following the restart of recycling, a high level of recycling quality has been maintained. This has proved to be highly beneficial to the district and residents should be proud of their recycling efforts.

Due to our current glass recycling systems and with the support of our waste contractor, Mackenzie was able to continue to collect glass during all levels of Covid-19. This glass was stored as per standard practice and transported for recycling when this was able to occur again. This generated a saving for the Council, as this heavy material would have otherwise incurred cost for transport and disposal to landfill. It also enabled residents to continue to recycle glass and maintain this recycling behaviour.

Plastic recycling changes

Pressures from plastic recycling markets are being experienced throughout the country. Our recycling facility has advised that only plastics 1, 2 and 5 will be accepted shortly. An advertising campaign advising of these changes will be launched soon.

