

Notice of Meeting:

I hereby give notice that an ordinary meeting of the Infrastructure Services will be held on:

Date: Monday 10 February 2020
Time: 1.00 pm
Venue: Edinburgh Room, Municipal Chambers,
The Octagon, Dunedin

Sue Bidrose
Chief Executive Officer

Infrastructure Services Committee
PUBLIC AGENDA

MEMBERSHIP

Chairperson	Cr Jim O'Malley	
Deputy Chairperson	Cr Jules Radich	
Members	Cr Sophie Barker	Cr David Benson-Pope
	Cr Rachel Elder	Cr Christine Garey
	Cr Doug Hall	Mayor Aaron Hawkins
	Cr Carmen Houlahan	Cr Marie Laufiso
	Cr Mike Lord	Cr Chris Staynes
	Cr Lee Vandervis	Cr Steve Walker
	Cr Andrew Whiley	
Senior Officer	Simon Drew, General Manager Infrastructure Services	
Governance Support Officer	Jenny Lapham	

Jenny Lapham
Governance Support Officer

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Note: *Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.*

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1 PUBLIC FORUM

At the close of the agenda no requests for public forum had been received.

2 APOLOGIES

Apologies have been received from Mayor Aaron Hawkins and Cr Andrew Whiley.

That the Committee:

Accepts the apologies from Mayor Aaron Hawkins and Cr Andrew Whiley.

3 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

DECLARATION OF INTEREST

EXECUTIVE SUMMARY

1. Members are reminded of the need to stand aside from decision-making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
2. Elected members are reminded to update their register of interests as soon as practicable, including amending the register at this meeting if necessary.

RECOMMENDATIONS

That the Committee:

- a) **Notes/Amends** if necessary the Elected Members' Interest Register attached as Attachment A; and
- b) **Confirms/Amends** the proposed management plan for Elected Members' Interests.

Attachments

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Infrastructure Services Committee - Register of Interest - current as at 30 January 2020				
Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Aaron Hawkins	Trustee	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Co-Chair	Young Elected Members' Committee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Thank You Payroll	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	ICLEI Oceania Regional Executive	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Theatre Trust (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Otago Polytech's Research Centre of Excellence	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	LGNZ National Council	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Alexander McMillan Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Cosy Homes Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	LGNZ Policy Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Member	Local Government New Zealand Zone 6 Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.	
Sophie Barker	Employee	Otago Peninsula Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Director	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Property Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Beneficiary	Sans Peur Trust (Larnach Castle)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Trustee	Dunedin Midwinter Carnival	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Dunedin Gas Works Museum Trust (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
David Benson-Pope	Owner	Residential Property Ownership in Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee and Beneficiary	Blind Investment Trusts	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Yellow-eyed Penguin Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Heritage Fund Trust (Council appointment)	Duty to Trust may conflict with duties of Council Office	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Regional Transport Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Commissioner (Community Representative)	District Licensing Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Rachel Elder	Owner	Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Greater South Dunedin Action Group	Decisions may be considered on the future of South Dunedin.	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Host Parent	Otago Girls High School	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Advisor/Support Capacity	Kaffelagic	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tracks and Trails Interest Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Southern Urban Dunedin Community Response Group	Decisions about emergency response recovery may be conflicted	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Café Logic Advisory Group	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Christine Garey	Owner	Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Garey Family Trust - Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Creative Dunedin Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Symphony Orchestra Foundation Board of Trustees (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Theomin Gallery Management Committee (Olveston) (Council appointment)	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Family Member	Employed by Department of Conservation	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand Zone 6 Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Doug Hall	Director/Owner	Hall Brothers Transport Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Crane Hire	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Wood Recyclers Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Dunedin Concrete Crushing Ltd	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Director/Owner	Anzide Properties Ltd - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	The Woodshed 2014 Limited	May contract and provide service to DCC	Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required.
	Owner	Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Farmlands	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Ravensdown Fertiliser	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	PGG Wrightson	Currently no likely conflict	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Silver Fern Farms	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Valley View Development Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Geekfix Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Hall Family Trust, Invercargill	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Milburn Processing Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Donor of the use of a building free of charge to the group	Fire Brigade Restoration Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Financial Donor	Dunedin North Community Patrol	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Donor of the use of a building free of charge to the group	North Dunedin Blokes Shed	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Loan of a four wheel drive truck free of charge to the group for cartage of gravel	Mountainbiking Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Partner	Highland Helicopters	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Supplier	Southweight Truck and Weights for testing Weighbridges Otago & Southland	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Craigieburn Reserve Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Chinese Garden Advisory Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Carmen Houlahan	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Rental Property - North Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Part Owner	Adobe Group Ltd, Wanaka	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Property Investors Association	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Company Owner/Sole Director	Shelf Company - RU There	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Toitu Otago Settlers Museum Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council appointment)	Possible grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Shareholder	Startup Business	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgies Taieri Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Marie Laufiso	Property Owner	Residential Property	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Community Building Trust - Trust Owner of Property 111 Moray Place	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Mental Health Trust	Potential grants applicant which would result in pecuniary interest. Duty to Trust may conflict with duties of Council Office	Do not participate in consideration of grants applications. If the meeting is in confidential, to leave the room.
	Trustee	Brockville Community Support Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Trustee	Corso Ōtepoti Dunedin Trust	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Dunedin Manufacturing Holdings Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	National Secretary	P.A.C.I.F.I.C.A Inc	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Secretary	Arai Te Uru Marae Council	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Green Party of Aotearoa New Zealand	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Age Concern (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Abrahamic Interfaith Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Refugee Steering Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Settlers Association (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Fair Trading Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Deputy Chair	Grants Subcommittee	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Social Well Being Advisory Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Committee Member	Dunedin Multi-Ethnic Council	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Mike Lord	Trustee	ML Lord Family Trust - Owner of Residential Properties - Dunedin	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Rural Support Trust	Duty to Trust may conflict with duties of Council Office	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Federated Farmers Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Fonterra	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Silver Fern Farms	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Federated Farmers	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Mosgiel Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel RSA	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Strath Taieri Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Hereweke Harbour Cone Trust (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	District Licensing Committee (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Jim O'Malley	Owner	Biocentrix Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Mosgiel Association Football Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Ocho Newco Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Ayrmed Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Manufacturing Holdings	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Ice Sports Dunedin Incorporated (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Okia Reserve Management Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Waikouaiti Coast Community Board (Council Appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Jules Radich	Shareholder	Izon Science Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Taurikura Drive Investments Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Golden Block Developments Ltd	Central City Plan may create an interest	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Cambridge Terrace Properties Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Southern Properties (2007) Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Golden Centre Holdings Ltd	Central City Plan may create an interest	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	IBMS Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Raft Holdings Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Otago Business Coaching Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Effectivise Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Athol Street Investments Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Allandale Trustee Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Shareholder	Aberdeen St No2 Ltd	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Acquisitions Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Road Safety Action Plan	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment - alternate)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Saddle Hill Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Chris Staynes	Chairman	Cargill Enterprises	Contractor and service provider to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Director	Wine Freedom	Supplier to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.
	Patron	Otago Model Engineering Society	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Balmacewen Lions Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	Otago Southland Manufacturers Association Trust	Possible co-funder of ED project. Duties to the Trust may conflict with duties of Council	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Deputy Chair	Cancer Society of Otago/Southland	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	Patearoa Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Trustee	CJ and CA Staynes Family Trust - Property Owner - Dunedin and Patearoa	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	George Street Wines Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director/Shareholder	Saddle Hill Investment Trust Limited	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	NZ Association of Amateur Radio and Transmitters	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	Otago Museum Trust Board (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Trustee	Theomin Gallery Trust (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Chairman	Grow Dunedin Partnership (Council appointment)	Duties may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin Shanghai Association (Sister City Society) (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Social Well Being Advisory Group (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Local Government New Zealand Zone 6 Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Lee Vandervis	Director	Lee Vandervis, Antonie Alm-Lequeux and Cook Allan Gibson Trustee Company Ltd - Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Bunchy Properties Ltd - Residential Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Vandervision Audio and Lighting - Hire, Sales and Service Business	May contract and provide service to DCC	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Otago Museum Trust Board (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	District Licensing Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	Dunedin Heritage Fund Trust (Council appointment)	Duties to Trust may conflict with duties of Council Office. Recipient of Council funding	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
Steve Walker	Director	Thankyou Payroll	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	Dunedin Wildlife Hospital Trust	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Chairperson	Thankyou Charitable Trust	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairperson	West Harbour Beautification Trust	Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities	Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.
	Member	Orokonui Ecosanctuary	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Port Chalmers Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep New Zealand Beautiful	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Member	Society of Beer Advocates	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	New Zealand Labour Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Port Chalmers Historical Society	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Owner	Residential Property - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Shareholder	Various publicly listed companies	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Edinburgh Sister City Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Connecting Dunedin (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Member	Te Ao Turoa Partnership (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Keep Dunedin Beautiful (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Tertiary Precinct Planning Group (Council appointment - alternate)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	West Harbour Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Andrew Whiley	Owner/Operator	Whiley Golf Inc and New Zealand Golf Travel Ltd	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Director/Shareholder 22 May 2017	Estate of Grace Limited	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.
	Trustee	Japek (Family Trust) - Property Ownership - Dunedin	Duties to Trust may conflict with duties of Council Office.	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Otago Golf Club	No conflict identified	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Dunedin South Rotary Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Board Member	New Zealand Professional Golfers Assn	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Spokes Person	Pro Gas Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Institute of Directors	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	National Party	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chairman	Volunteering Otago	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Otago Sister City Society (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Dunedin Public Art Gallery Society (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Grow Dunedin Partnership (Council appointment - alternate)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	NZ Masters Games Trust Board (Council appointment)	Potential grants recipient	Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.
	Member	Puketai Residential Centre Liaison Committee (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	Otago Peninsula Community Board (Council appointment)	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.

PART A REPORTS

3 WATERS ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 31 DECEMBER 2019

Department: 3 Waters

EXECUTIVE SUMMARY

- 1 This report updates the Committee on water, wastewater and stormwater operations, maintenance and capital works, including contracted out services.
- 2 Highlights for the two quarters include:
 - a) Ross Creek Reservoir commissioning process is nearly complete.
 - b) Southern Reservoir Spillway renewal is complete.
 - c) Good performance against wastewater discharge resource consents.
 - d) Continued decreasing foul sewer blockage trends.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Three Waters Activity Report for the six months ending 31 December 2019.

BACKGROUND

- 3 The water activity delivers the effective collection, treatment and reticulation of water. The wastewater activity provides the collection, treatment and discharge of water. The stormwater activity encompasses collection and safe disposal. All three activities are managed in a way that protects public health and minimises impact on the environment.

DISCUSSION

Management of Three Waters services

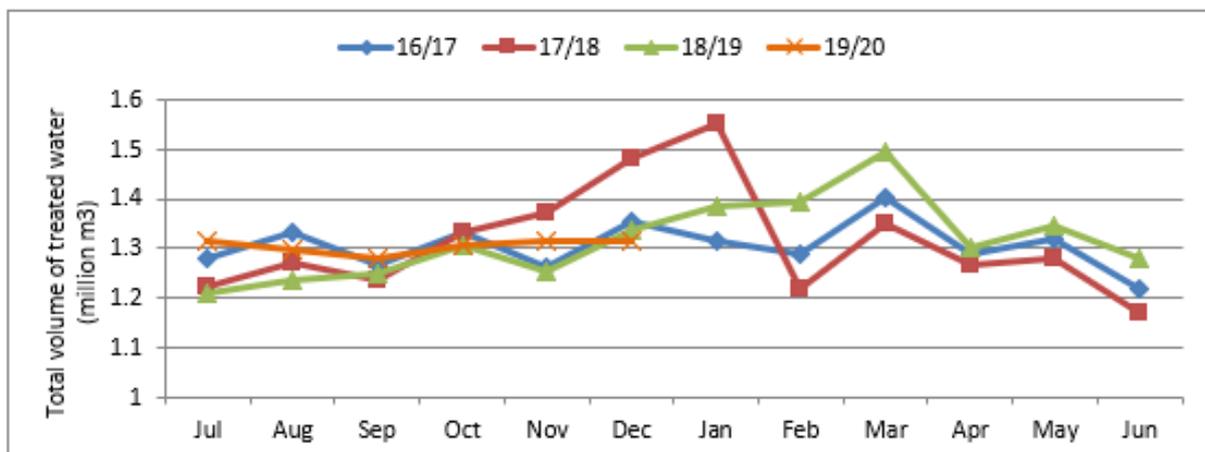
- 4 The collection, treatment, reticulation and disposal of drinking water, wastewater and stormwater are managed directly by Council. The maintenance of the water, wastewater and stormwater pipe networks is contracted to City Care Limited.

- 5 The Council’s water supply service consists of four service areas: metropolitan Dunedin, and the three outlying areas of West Taieri, Outram and the Northern Schemes. These include some areas that are now fed from Mount Grand as well as the areas of Waitati, Warrington, Seacliff and Merton, Waikouaiti and Karitane, that are supplied from the Waikouaiti Water Treatment Plant.
- 6 The water supply network includes 21,000 hectares of water catchment; 1,386 km of pipeline; 28 pumping stations; 63 reservoirs (raw and treated) and 10 treatment plants.
- 7 The Council’s wastewater service consists of seven service areas including metropolitan Dunedin and six outlying areas: Green Island, Mosgiel, Middlemarch, Seacliff, Waikouaiti/Karitane and Warrington. The Metropolitan system takes the east and west harbour communities of Portobello and Port Chalmers respectively and discharges from Tahuna Wastewater Treatment Plant via the long ocean outfall. Green Island Wastewater Treatment Plant takes the treated Mosgiel effluent and discharges this along with wastes from Green Island, Abbotsford and coastal south Dunedin via the ocean outfall at Waldronville.
- 8 The wastewater network comprises 909 km of pipes, 87 reticulation pumping stations, 115 domestic pumping stations and seven treatment plants. The service is provided to approximately 107,000 residents and 106 trade customers.
- 9 The Council’s stormwater service manages the collection and disposal of stormwater to domestic and commercial residents in eight service areas, including metropolitan Dunedin and seven outlying areas: Brighton/Waldronville; Green Island; Mosgiel; Middlemarch; Outram; Port Chalmers; and Waikouaiti/Karitane and Warrington. The stormwater network comprises 372 km of pipes and 11 pumping stations.

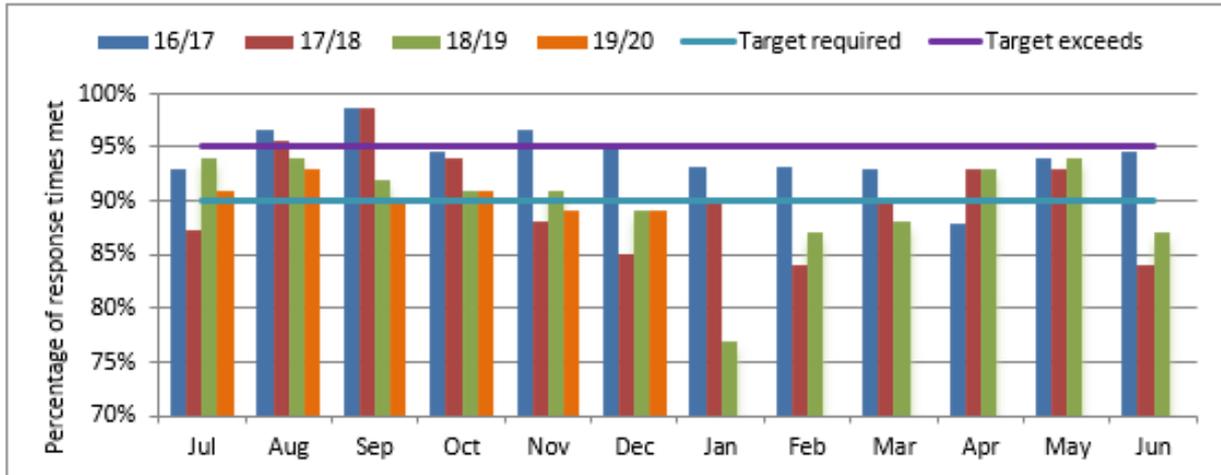
Non-financial performance

Service

- 10 Figure 1: Total treated water network demand in millions m³ (production from all metro treatment plants)



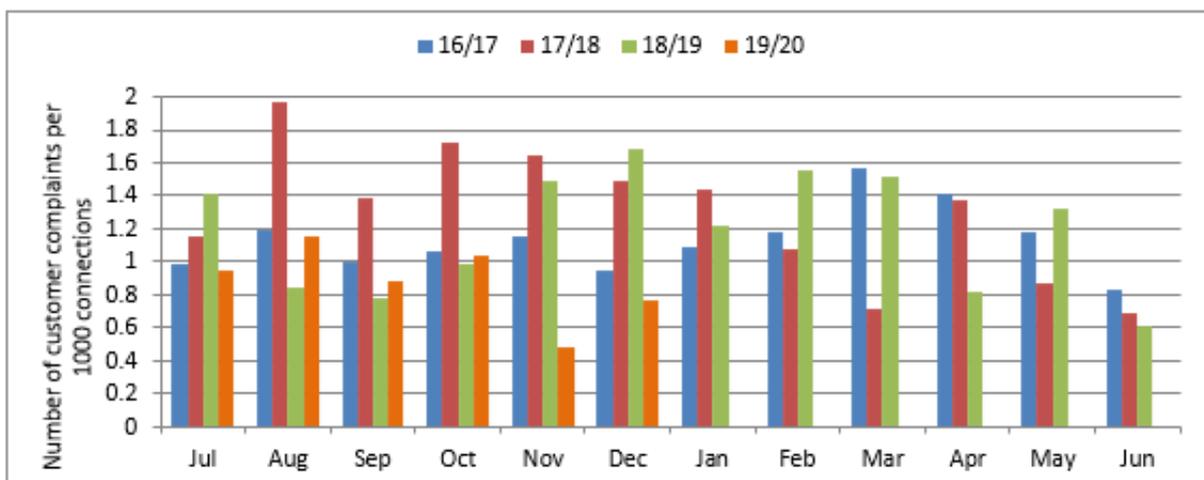
- 11 Treated water consumption across the city has been average for the first two quarters of 2019/20. Moderate weather, the Deep Stream Catchment fire and associate usage behaviours have helped to reduce water demand.
- 12 Figure 2: Percentage response times met ≤24hours for all 3 Waters customer calls



Quarter 1 - Ending 30 September 2019		Response Times Met	
Wastewater	99/110	90%	
Water	456/498	92%	
Stormwater	11/13	85%	
Quarter 2 - Ending 31 December 2019		Response Times Met	
Wastewater	109/119	92%	
Water	509/571	89%	
Stormwater	21/23	91%	

13 In Quarter 1 response times were met within the prescribed percentage of 90% for both wastewater and water. The stormwater response time is slightly below. Quarter 2 response times were met for wastewater and stormwater within the prescribed timeframe of 90%. The water response time for this period was 89%.

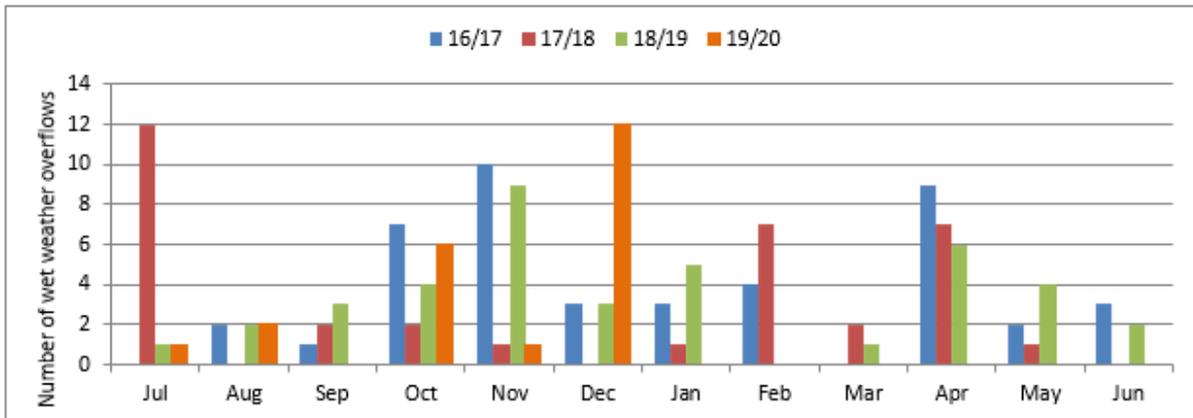
14 Figure 3: Number of customer complaints for drinking water



Customer Complaint Concerning	Number of Complaints (Quarter 1)	Number of Complaints (Quarter 2)
Continuity of supply	105	62
Drinking water clarity	11	4
Drinking water odour	1	2
Drinking water pressure or flow	15	33

Drinking water taste		
Complaints about service	4	7

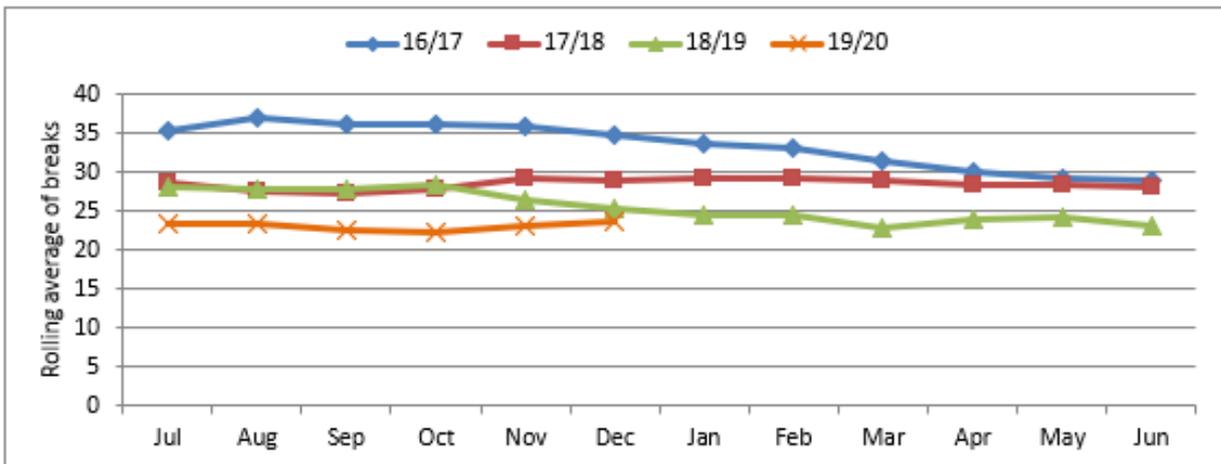
- 15 Drinking water complaint rates for the first two quarters have been lower than average for the first half of the year. Low incidence of frost in the winter and dry weather in the summer have contributed to this trend.
- 16 Figure 4: Number of wet weather wastewater overflows



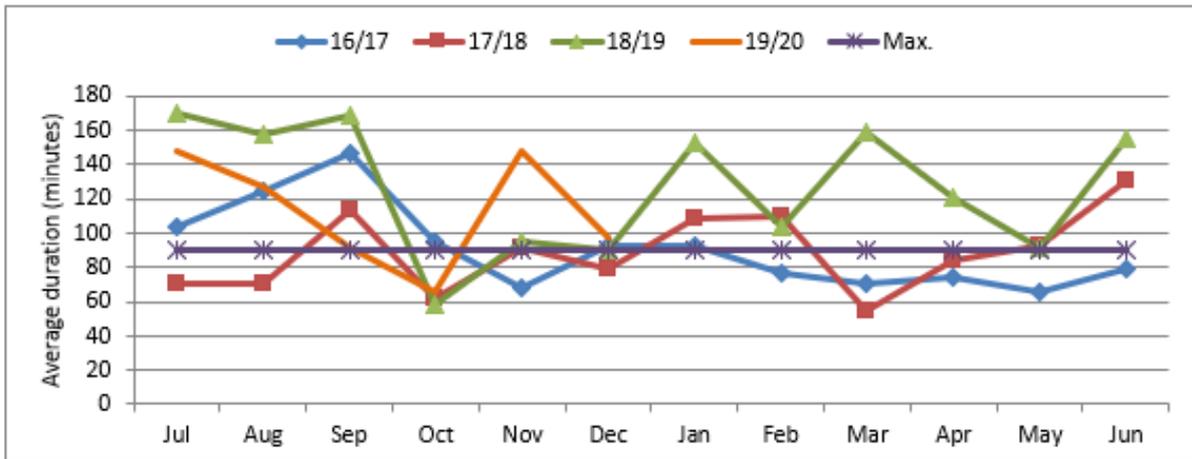
- 17 For Quarter 1 and 2 there were 22 recorded overflows across all sites. Nine were at Kaikorai Valley Road and eight at Lindsay Creek.

Value & Efficiency

- 18 Figure 5: Number of water main breaks (12 month rolling average)

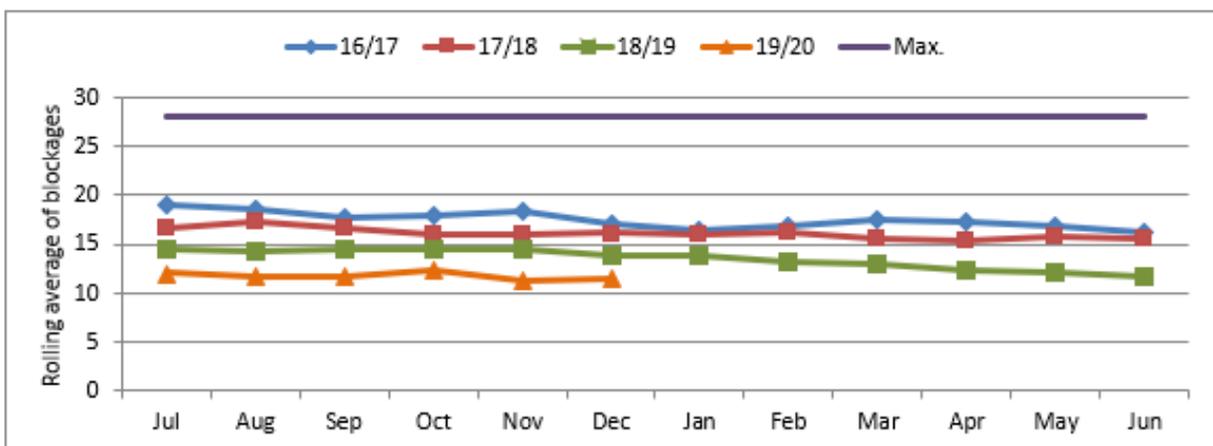


- 19 The watermain failure rate has been tracking downward for the last 3 years. Rates of failure have stabilised in the first half of 2019/20.
- 20 Figure 6: Average duration of unplanned watermain shutdowns in minutes



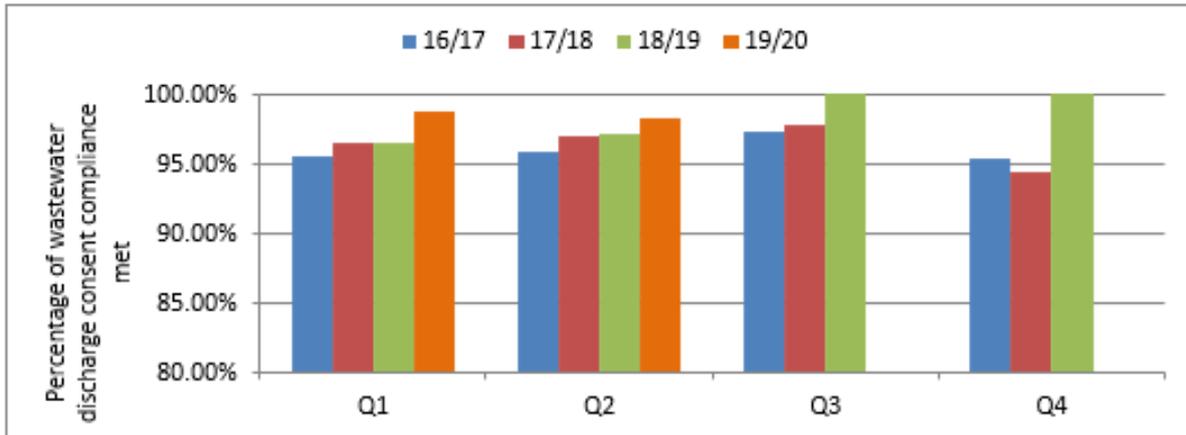
21 The trend of unplanned water shutdowns for Quarter 1 and 2 has been variable. Contractor resource availability and failure severity have contributed to the variable shutdown times.

22 Figure 7: Number of foul sewer blockages (12 month rolling average)



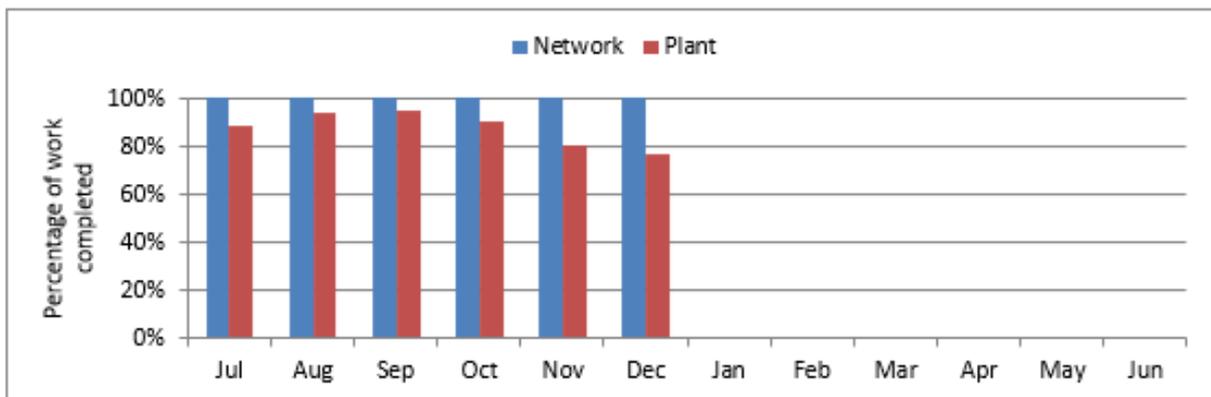
23 The number of foul sewer blockages has continued a reducing trend. It should be noted that recent blockage trends are largely caused by fat and wet wipes. Proactive cleaning of foul sewer pipelines has helped to continue to reduce the overall number of blockages in the foul sewer network.

24 Figure 8: Percentage wastewater discharge consent compliance.



25 Wastewater discharge compliance for Quarter 1 was 98.80%. The compliance for Quarter 2 was 98.30%. Non-compliance was mostly caused by breaches of geomean limits caused by historic failed results, as well as an ongoing breach of a nitrogen limit at Warrington that the plant cannot meet.

26 Figure 9: Percentage planned maintenance completed



27 In Quarter 1 and 2, 2,560 Plant planned maintenance work orders were created with 2,234 completed orders, 329 unfinished orders and nil cancelled orders within the designated timeframes. City Care completed 100% of the 1,754 planned network maintenance work orders for Quarters 1 and 2.

Major initiatives

28 **Reid Avenue and Carlyle Road Stormwater Pump Station (SWPS) Upgrades** – The final design review has highlighted further project construction risks. Work to address these is underway. The flood management bylaw application is with the ORC for approval. The project estimate for costs to completion has risen to \$14M.

29 **Ross Creek Refurbishment Project** – Stage 4 of the recommissioning programme is underway, raising the reservoir to 300mm above full supply level by placing sandbags across the spillway. Final engineering assessments of the art installation are now complete, and fabrication of the stars is underway. The installation is expected to be completed in Winter 2020.

30 **North East Valley 3 Waters Service Renewals** – this project is an estimated \$13M, four stage 3 waters renewals project to address old infrastructure in the North-East Valley and Opoho

areas. Stages one and two are completed. Stage three is underway and is programmed to be completed in April 2020. The final stage is in procurement/RFT preparation for a July 2020 commencement.

- 31 **Seacliff Wastewater Treatment Plant Upgrade** – This project is to renew and upgrade an aged, small community wastewater treatment plant that services the Seacliff Community. Staff are working through the resource consent process and property purchase negotiations. Detailed design will commence once resource consent is confirmed.
- 32 **Carlyle Road Pump Upgrades** – This project is to renew existing pumps at Carlyle Road Stormwater Pump Station. Physical works are currently being tendered with construction expected to begin in February/March.
- 33 **Rural WTP Upgrades** – this project will upgrade existing water treatment processes at Waikouaiti and West Taieri Water Treatment Plants. A containerised filtration unit was purchased and has been delivered to the Waikouaiti Water Treatment Plant. With further mechanical and electrical works to be implemented. Completion of works at Waikouaiti is expected by the end of 2020 with West Taieri projected to be completed by the end of 2021.
- 34 **Centre Street Silver Stream Bank Reinstatement** – This project is to re-establish and armour the Silver Stream bank to protect the sole source of treated water to North Taieri. Physical works are currently being tendered with construction between March – April.
- 35 **Southern Raw Water Reservoir Spillway Remediation Work** – This project is to renew and upgrade the deteriorated spillway at Southern Raw Water Reservoir. Physical works are complete.
- 36 **St Clair – St Kilda Coastal Plan** – This project will involve engaging the Dunedin community to jointly develop a plan for the St Clair – St Kilda coast. The first phase of engagement will be focused on gaining community feedback on “what matters most” (values) – the bits of a place that a person comes to experience and the reasons they come back. The community will be informed of the challenges and opportunities in managing this coast, the history of the coast and the processes that shape it. The first phase of engagement will run from March - May. These community conversations will inform the latter part of our engagement process in June - September, where we will be engaging on “what can be done” (options) to manage this coast now and into the future.

OPTIONS

- 37 As this is an update report, there are no options.

NEXT STEPS

- 38 Areas of focus for the next quarter will be:
 - a) St Clair – St Kilda Coastal Plan community engagement – beginning in March.
 - b) Continued delivery of the 2019/20 capital programme.
 - c) Tendering for the 2020/21 capital programme.
 - d) Continued implementation of 3 Waters Asset Management Improvement Programme.
 - e) Review and subsequent improvement of environmental performance.

SUMMARY OF CONSIDERATIONS			
<i>Fit with purpose of Local Government</i>			
This decision relates to providing local infrastructure that is considered good-quality and cost-effective.			
<i>Fit with strategic framework</i>			
	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
The Three waters activities support the outcomes of a number of strategies.			
<i>Māori Impact Statement</i>			
There are no known impacts for tangata whenua.			
<i>Sustainability</i>			
The 3 Waters activity contributes positively to the interests of the community by ensuring the provision of safe drinking water, and the safe and sustainable disposal of wastewater and stormwater.			
<i>LTP/Annual Plan / Financial Strategy /Infrastructure Strategy</i>			
The 3 Waters Activities are included in the Long Term Plan.			
<i>Financial considerations</i>			
The updates reported are within existing operating and capital budgets.			
<i>Significance</i>			
This decision is considered of low significance under the Significance and Engagement Policy.			
<i>Engagement – external</i>			
As an update report no external engagement has been undertaken.			
<i>Engagement - internal</i>			
As an update report no internal engagement has been undertaken.			
<i>Risks: Legal / Health and Safety etc.</i>			
There are no identified risks.			
<i>Conflict of Interest</i>			
No conflicts have been identified.			
<i>Community Boards</i>			
Any issues are discussed with the appropriate Community Board.			

TRANSPORT ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 31 DECEMBER 2019

Department: Transport

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Transport operations, maintenance, and capital works, including contracted out services.
- 2 Highlights for the period include:
 - a) Physical works to repair the road network following the July 2017 rain event are completed.
 - b) The construction of the Peninsula Connection Project continues with \$10 million spent in the financial year to date. Excellent progress has been made on section 2 between Vauxhall and MacAndrew Bay and section 7 at Turnbolls Bay. Section 4 between Company Bay and Broad Bay is about to commence.
 - c) Renewal programme is on target for full delivery, with \$7m spent in the financial year to date.
 - d) The Transport Maintenance Contract is in negotiation phase with the preferred supplier. The contract is to commence May 2020.
 - e) Additional funding received from NZTA has allowed for the acceleration of further safety improvements in the minor improvements programme.
 - f) Work continues to advance the progress of the major projects covering Our Streets, City to Harbour Bridge Connection, Tertiary Precinct and Shaping Future Dunedin Transport.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Transport Activity Report for the six months ending 31 December 2019.

BACKGROUND

- 3 The Transport activity provides the planning, construction, maintenance, and upgrading of the transport network. The network includes:
 - Roads.
 - Cycle ways.

- Footpaths.
 - Bridges and retaining walls.
 - Street lighting.
 - Traffic signals.
 - Road marking.
- 4 The New Zealand Transport Agency (NZTA), the national road funding authority, provides a financial assistance subsidy for works that meet agreed criteria via the National Land Transport Programme.

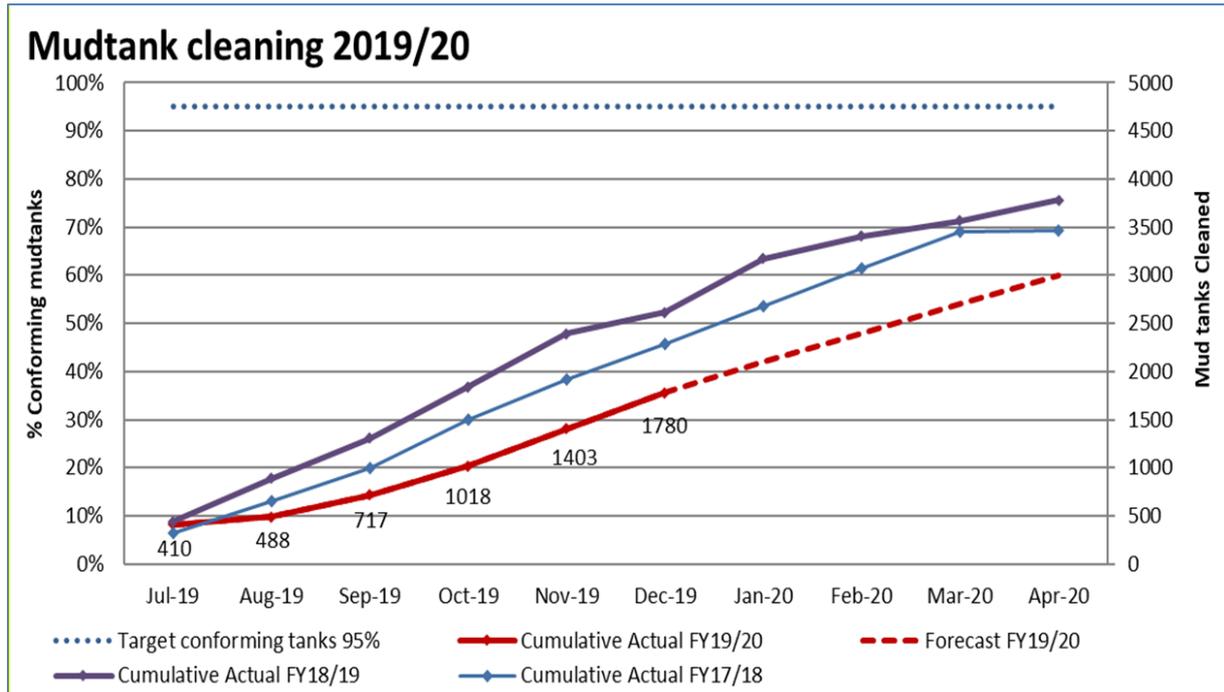
DISCUSSION

Road Maintenance Contract

- 5 The Transport Maintenance Contract was tendered in early 2016 and awarded to Downer on 1 July 2016 for three years to 30 April 2020 and valued at \$45 million.
- 6 A new maintenance contract was tendered for in July 2019. The contract is for a 10-year period to April 2030. At the time of writing this report a preferred supplier had been identified and Council are currently in negotiations.
- 7 A relevant, measurable, and robust performance framework has been developed in monitoring the current contract. This focuses on key areas as follows:
- a) Service Delivery - Adherence to programme, specification, and budget.
 - b) Value for Money – Delivering services efficiently.
 - c) Customer Service – Improved customer experience across all aspects of the contract.
 - d) Safety – Strict adherence to health and safety requirements and pro-active management of health and safety issues.
- 8 These key result areas and corresponding performance measures are being reviewed as part of the procurement of the new maintenance contract. Key result areas under the new maintenance contract will have a stronger focus on sustainability in line with corporate policy of Council becoming carbon neutral by 2030.

Contract - Service Delivery

- 9 Performance is measured by network audit outcomes, adherence to programme delivery, and compliance with asset data and reporting requirements.
- 10 1,780 mud tanks have been cleaned this financial year to date. Routine cleans were delayed from March 2018 following the discovery of low-level asbestos traces in mud tank waste. Routine works have re-commenced with the contractor averaging 18 tanks per day. It is forecasted that approximately 4,000 tanks, 48% of the network, will be cleaned this financial year. The graphical forecast below is to end of current maintenance contract at 30th April 2020.

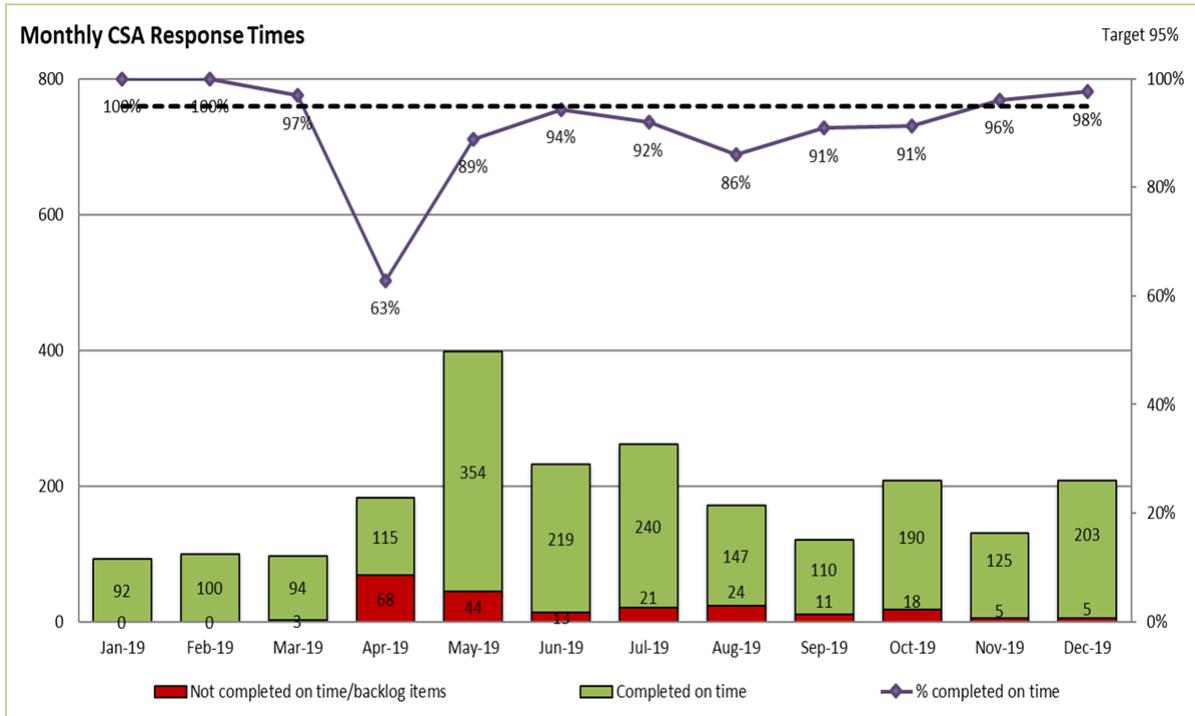


Contract - Value for Money

- 11 Performance is measured by inspection audits for work completed and the quality of claims.
- 12 Results in this area continue to be acceptable. Claims made have been accurate with a robust contract monitoring processes in place to ensure payment is only being made when the work is completed to an acceptable standard. This remains the most effective method of ensuring required specifications are understood and consistently delivered.

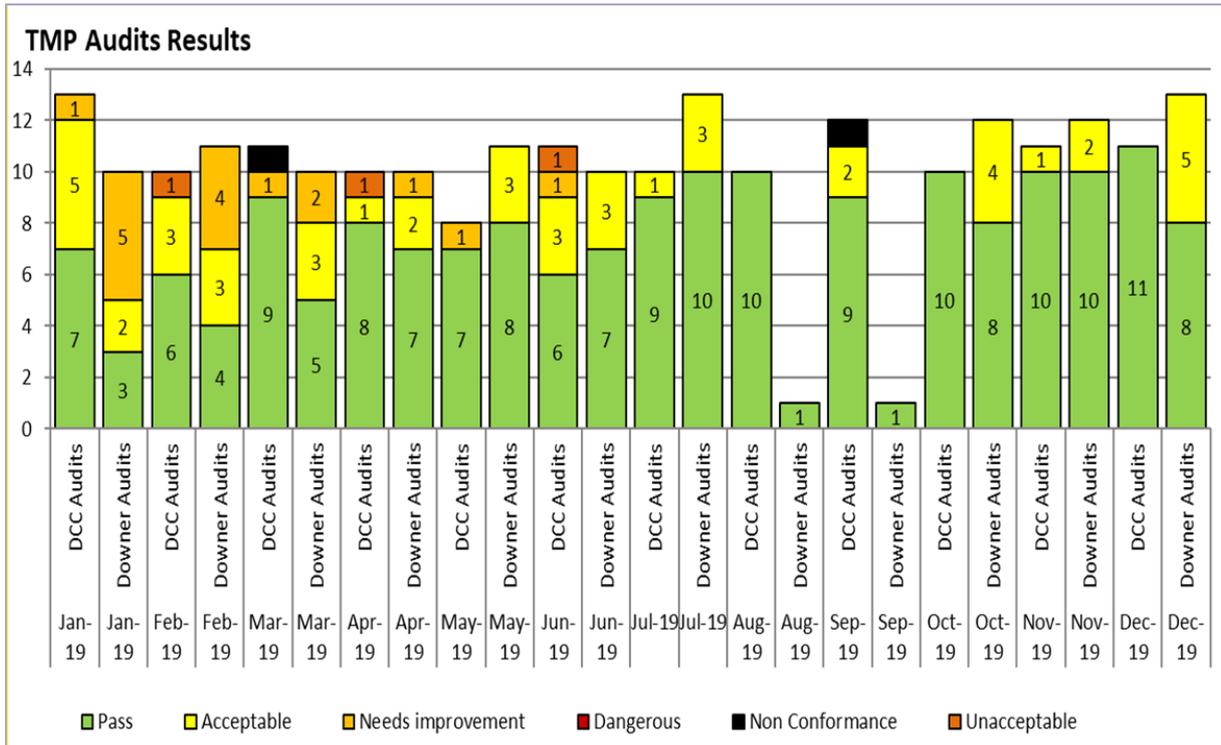
Contract - Customer Service

- 13 Performance is measured by Customer Service Agency (CSA) response times and monitoring back log requests.
- 14 97.6% of CSA requests were programmed or completed on time in December versus a target of 95%. The largest volume of service requests continues to pertain to environmental clean-up issues requesting the clearing of debris and illegal dumping.



Contract - Safety

- 15 Performance is measured through Traffic Management Plan (TMP) audits, Health and Safety audit results, and valid complaints from the community. Results in this area have been acceptable over the two quarters.
- 16 Sites deemed a 'Pass' or 'Acceptable' have few or no issues noted in the audit. A site deemed 'Needs Improvement' will require immediate mitigation to remain active. This is discussed by the auditor and the Traffic Management Controller on site. Any site deemed 'Dangerous' by an audit is immediately shut down.
- 17 Of the 11 TMP audits undertaken by DCC staff in December all sites passed.
- 18 Council has engaged the services of an independent Health and Safety adviser who is undertaking monthly health and safety site inspections. These are conducted in collaboration with Council and Downer staff.
- 19 The process of health and safety auditing is also designed to be a collective learning experience for the operational staff involved by raising awareness and knowledge of potential health and safety risks and appropriate process to mitigate them.
- 20 An independent health and safety report undertaken in December 2019 sited one minor non-conformance pertaining to the timeliness of STMS training records. This is being addressed by the contractor.



Major initiatives

- 21 **Capital Renewals 2019/20** – With a large proportion of renewal work procured and committed within existing contracts, Transport is on target to deliver Kerb renewals, footpath and carriageway reseal programmes. Structural maintenance and retaining wall renewal contracts commenced February 2020 with completion estimated May 2020. NZTA funding constraints are anticipated for 2020/21 which will impact the level of renewals that can be achieved.
- 22 **Peninsula Connection Safety Improvement Project** – Construction on Section 2 between Vauxhall and MacAndrew Bay is on track for completion mid-2020. Section 7 which is the new retaining wall adjacent to the existing retaining wall at Turnbolls Bay is nearing completion and due mid-March 2020. Section 4 between Company Bay and Broad Bay has started with survey and set-out work and construction commencing mid-February 2020.
- 23 **Urban Cycleway Programme** - The rail corridor portion of the urban cycleways project has been expanded to include the St Andrew crossing. Final approvals have been received from Kiwirail for the modified design and new funding secured for the remainder of the project. Final negotiations with the current contractor are nearing completion and work is expected to make a delayed start in March/April depending on resource availability. Completion will be mid to late 2020.
- 24 **Our Streets** - A period of consultation was run during July 2019 seeking feedback on nine arterial roads in Dunedin. Almost 700 submissions were received via social pinpoint and online surveys. The most common feedback related to safer crossing points, cycling and traffic speed management. NZTA have endorsed the project for a Single Stage Business Case. Consultants have been engaged to help develop the Single Stage Business Case and prepare concept designs for consultation.
- 25 **City to Harbour Bridge Connection** - NZTA have advised they will accept a Single Stage Business Case, rather than a two stage (Indicative/Detailed Business Case). This enables additional

- a. Blackhead Road footpath and roundabouts at Blackhead Rd/Tunnel Beach Rd and Blackhead Rd/Emerson St (Enhanced FAR rate of 71%)
- b. Forbury / Bayview / Allandale roundabout
- c. 9 Schools Speed Limit installation incl. speed management.
- d. 6 Schools speed management project
- e. Mobility crossings (2021 package)
- f. Road safety barrier package (2021 package)

Projects deferred to next NLTP

- a. Wharf Street / Roberts Street intersection upgrade
- b. Safety Improvements in Green Island town centre
- c. Footpath improvements in Mosgiel and Brighton

OPTIONS

30 As this is an update report, there are no options.

NEXT STEPS

31 Areas of focus for the next quarter will be:

- Continue with the LED Implementation.
- Continue to advance with the minor safety improvement programme.
- Mobilisation of the new maintenance contract.
- NZTA renewal funding for 2020/21 financial years.
- Prepare for the next NZTA funding round for 2021/23.
- Continue to advance with the major projects.

Signatories

Author:	Simon Smith - Asset and Commercial Business Analyst Merrin Dougherty - Asset and Commercial Manager, Transport
Authoriser:	Simon Drew - General Manager Infrastructure Services

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision relates to providing local infrastructure that is considered good-quality and cost-effective.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Spatial Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Transport network supports a number of objectives across Dunedin City Council’s strategic framework.

Māori Impact Statement

There are no known impacts for tangata whenua

Sustainability

A well developed and maintained transport network will contribute to economic, social and environmental sustainability for Dunedin.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

The Transport activities are included in the LTP.

Financial considerations

There are no financial implications

Significance

This report is assessed as having low significance in terms of the Council’s Significance and Engagement Policy

Engagement – external

There has been no external engagement in the drafting of this report.

Engagement - internal

There has been no internal engagement in the drafting of this report.

Risks: Legal / Health and Safety etc.

There are no identified risks

Conflict of Interest

There are no known conflicts identified.

SUMMARY OF CONSIDERATIONS

Community Boards

Community Boards have an interest in the development and maintenance of the transport network within their area.

- 5 The Botanic Garden has 19 themed-garden collections and an aviary and is graded as a Garden of International Significance by the NZ Gardens Trust.
- 6 Council manages a wide range of open spaces providing parks and recreation facilities, for both organised and casual use, including playgrounds, sports fields, cemeteries, parks and walkways. The maintenance of these spaces is contracted out, with Council staff overseeing operations including formal and informal lease/use arrangements and the development and implementation of policies and plans relating to parks and recreation.
- 7 Parks and Recreation manage Moana Pool, Mosgiel Community Pool, Port Chalmers Community Pool and St Clair Hot Salt Water Pool. The pools support casual swimming, professional swim coaching and learn to swim programmes.

DISCUSSION

- 8 **Te Umu Kuri (Wellers Rock):** This project originated from a letter to Council from Te Rūnanga ō Ōtākou Incorporated regarding concern about inappropriate use of Te Umu Kuri Wellers Rock and subsequent deterioration of the surface through vehicles eroding the landform. A working party (incorporating PARS and Transport staff, Runanga, Otago Peninsula Community Board, and DoC) have been working closely and have agreed a practical solution. Rocks have recently been positioned on part of the isthmus, with the intention of restricting boat launching to one section and to allow for pedestrian only access to the rest of the isthmus. Work is now progressing on updating and improving signage, and on leasing an adjacent parcel of land for parking to allow people to visit the area without parking on the road reserve.
- 9 **Te Rauone:** Port Otago lodged a resource consent application with the Otago Regional Council (ORC) in early December for groynes and beach restoration work, and DCC staff (PARS and Transport) are working together to ensure work commences on building a new carparking area for the reserve in the first half of 2020. The car park development will be phase 1 of the DCC reserve upgrade, and will ensure vehicles can no longer access the remainder of the reserve
- 10 **Mosgiel Pool:** The project team (comprised of DCC PARS staff, Project Manager, Pool Trust, and Community Board representative) have been working on principles and requirement documents to support the tender process. Work on the tender process has advanced, with initial market briefing planned for next month. ORC resource consent was approved in late January to enable geotechnical ground testing work to be undertaken from February 18th. It is expected that the geotechnical work will enable the site adjacent to the current pool site to be confirmed as the new pool development site.
- 11 **Predator Free Dunedin – Urban Linkage:** Further to the signing of an agreement between Predator Free Dunedin (PDF) and DCC for the implementation of the Urban Linkage programme, 2 FTE Urban Linkage staff have been recruited and commenced work in mid-January 2020. PDF staff have recently moved into the Vergers Cottage, which means PDF staff are now all housed in one facility. This will include DCC Urban Linkage staff.
- 12 **Reserve Management Plans:** Parks Planning team are continuing to review the schedule of Reserve Management Plans reviews and prioritising which order these should be carried out. The intention is to have a rolling schedule of Reserve Management Plan renewals so that they are updated every ten years. Many are currently out of date. The first two reviews are underway. These are for the Botanic Garden and Truby King Reserve.

- 13 **Reserves and Beaches Bylaw** – A group comprised of DCC PARS and Comms and Marketing staff, DoC, and Community Board representative, have been meeting to consider options for increasing compliance with the Reserves and Beaches Bylaw. Initiatives include utilising the joint DCC/DoC Rangers to educate and inform members of the community about the Bylaw, a full page advert taken out in The Star newspaper in November and working on updated signage for beaches and reserve. Other initiatives will be locally determined, and beaches and reserves will be prioritised according in line with the number of complaints and feedback Council staff receive. At Tomahawk beach, work is about to get underway on developing and upgrading car parking and signage to attempt to encourage people not to drive on the beach. At Long Beach, work was recently undertaken to place rocks around a portion of the reserve to protect it from vehicles.
- 14 **Asset Management** – PARS staff have been working hard to develop a PARS Asset management Plan (AMP), and as part of this now have a 4 year conditional audit assessment contract in place to allow for regular assessments of all PARS equipment and facilities (excluding tracks). This information will ensure significantly more accurate asset management planning to support future investment by Council.
- 15 **Play spaces planning** – PARS Senior Planner and the project team have made significant progress on a strategic plan for Playspaces over the period, and will be presenting their work to Community and Culture Committee on 11 February 2020.
- 16 **Tracks planning** – PARS Senior Planner and the project team have made significant progress on a strategic plan for Tracks over the period and have will be presenting their work to Community and culture committee in April.
- 17 **Playground upgrades:** Contractors have recently completed an upgrade of all Condition 5 (1 = best condition 5 = worst condition) play-ground equipment and softfall across the city. Work is now commencing on upgrading all Condition 4 equipment and softfall, and this will be completed by 30 June 2020.
- 18 **Sports and Active Recreation Facility project** – Work is about to commence on this important project which is a key component of the DCCs Parks and Recreation Strategy 2017-27. This project will focus on developing a strategic approach to provision of Sportsfields and active recreation facilities and identifies gaps in provision for the DCC. The project will also provide a clear framework to guide the development of sport and active recreational facilities over the same period focusing on improving the quality, the experience, and establishing levels of provision. The project team is currently forming and will include DCC PARS and Events staff, Sport Otago, Edgar Centre Manager, and Well South.

AQUATICS

- 19 Work on the Moana Master Plan project has progressed well in the last six months, and PARS staff have been working with BECA to develop a report that will support decision making on capital projects included in the current 10 year plan e.g. Hydroslide replacement, double glazing, and to inform the next 10 year plan.
- 20 Work commenced in January 2020 to look at a review of Aquatics Fees and Charges. These have not been comprehensively reviewed for many years and will involve discussions with all of the organisations and community groups that utilise the pool. The work is scheduled for completion to advise in the 10 year.

BOTANIC GARDENS

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This report relates to providing local infrastructure and it is considered good quality and cost effective.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Māori Impact Statement

There are no known impacts for tangata whenua.

Sustainability

The Parks and Recreation activity promotes the social and environmental interest of the community by providing venues and support for sporting and leisure activities, and also provides gardens and open green space that promote the environmental and social interests of the community.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

The Parks and Recreation activity is included in the Long-Term Plan.

Financial considerations

The updates reported are within the existing operating and capital budgets.

Significance

This decision is considered of low significance under the Significance and Engagement Policy.

Engagement – external

As this is an update report, and several government and community organisations, and individuals, are involved in some of the key projects described.

Engagement - internal

As this is an update report, and DCC staff from various departments are involved in some of the key projects described.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no known conflicts of interest.

SUMMARY OF CONSIDERATIONS

Community Boards

Matters are discussed with the appropriate Community Board.

WASTE AND ENVIRONMENTAL SOLUTIONS ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 31 DECEMBER 2019

Department: Waste and Environmental Solutions

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Waste and Environmental Solutions operations, maintenance and capital works, including contracted services.
- 2 Highlights for the two quarters include:
 - Successful partnering between Waste Management and the Waste and Environmental Solutions team has resulted in ongoing improvements at the Green Island landfill, including improved landfill gas collection, increased diversion at the transfer station, installation of new litter fences and odour suppression units, installation of additional leachate control pipework, and improvements to the tipping face access road.
 - Phase Two of the Waste Futures project has progressed on schedule, and a draft economic case with recommended options for public engagement on a future waste collection system was completed and reported to Infrastructure Services and Networks Committee (ISCOM) on 5 August 2019.
 - Technical investigations of the designated Smooth Hill site have confirmed it is suitable for development as a class one waste disposal facility.
 - Technical investigations at the Green Island waste disposal facility have confirmed that the site could remain in operation until 2025/26 if required.
 - A kerbside recycling inspection programme was conducted from September to December 2019, with a total of 3,543 recycling bins inspected at least once.
 - A DCC submission on a Ministry for the Environment Consultation; *Proposed priority products and priority product stewardship scheme guidelines*, was approved by Council on 1 October 2019.

RECOMMENDATIONS

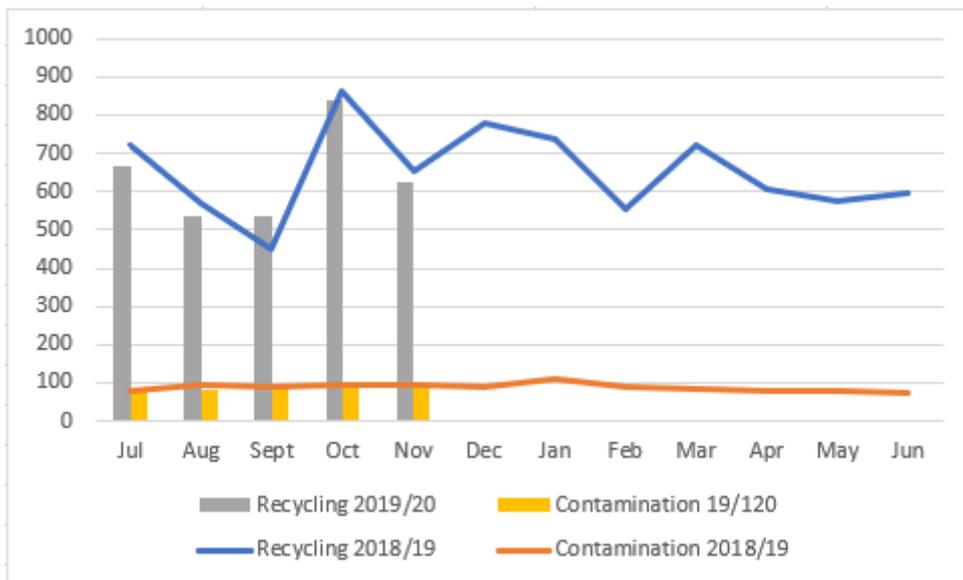
That the Committee:

- a) **Notes** the Waste and Environmental Solutions Activity Report for the six months ending 31 December 2019.

Non-financial performance

Value and Efficiency

- 9 The LTP performance measures for quantity and quality of diverted material collected via DCC's collection service is for >2% annual growth in diverted material sold.
- 10 From June to November 2019 a total of 3799.19 tonnes were diverted (the figure for Dec 19 will not be available until early February). This total was equal to the same period in 2018, when a total of 3799.60 tonnes was diverted. Contamination has decreased by 7% from 544.01 tonnes in 2018, to 506.80 tonnes for the same period in 2019.



Major initiatives

- 11 **Waste Minimisation and Management Plan and Waste Assessment** - The first Draft WMMP (2020) was presented to Infrastructure Services and Networks Committee in October 2018. The document has been further refined by the WMMP Steering Committee and will be presented to the Planning and Environment Committee alongside the 2018 Waste Assessment on 11 February 2020 for inclusion in the 2020/21 Annual Plan process.
- 12 **Waste Minimisation Grants** – Following on from the March round of Waste Minimisation Innovation and Development Grants, it was noted that there was a poor response from commercial businesses. Staff responded to this with targeted engagement and promotion of this grant i.e. connecting with EDU, Start-up Dunedin, Otago Polytechnic, Chamber of commerce and others with an interest in waste minimisation. The outcome of this engagement was;
- Waste Jam event - Staff meet with Start-up Dunedin and organised an event aimed at lifting commercial interest in waste minimisation and resource recovery ahead of the release of DCC's Waste Minimisation Grant Package in September 2019. The event was held over 48-hours to rapidly explore ideas, projects, initiatives, and events that encourage, promote, or administer waste minimisation activities. Both the University of Otago and Otago Polytechnic co-sponsored the event. Twelve business concepts were developed over the course of the event.

- In August 2019 the Community and Culture Committee approved additional funding of \$30,000 to the Waste Minimisation Project/Initiatives Grant (increased from \$30,000 to \$60,000), and \$30,000 to the Waste Minimisation Innovation and Development (Commercial) Grant (increased from \$40,000 to \$70,000), to be funded by the Waste Levy Funds returned to Council from the Ministry for the Environment.
 - Seven commercial waste minimisation applications were received in the September 2019 grant funding round, up from two in the initial March funding round.
 - Following assessment in September, \$23,220 was approved for six Community Project applications, and \$76,780 was approved for six Commercial applications. To the end of December, \$2,500 has been awarded for small waste minimisation projects of \$500 or less.
- 13 **DCC Submission on Product Stewardship** - A DCC submission on a Ministry for the Environment Consultation; *Proposed priority products and priority product stewardship scheme guidelines*, was approved by Council on 1 October 2019. Council was in support of the product stewardship submission with minor amendments. Ministry for the Environment staff are now progressing through stage two of the process i.e. the priority product scheme detail.
- 14 **Plastic Free July** - Staff co-ordinated with 21 organisations on a programme of events for residents of Dunedin to participate in Plastic Free July. The programme consisted of 26 events including a mix of film screenings, workshops, a panel discussion, environmental market day, and a Plastic Free Lunches programme for schools. In total, 758 people attended these Plastic Free July events. Attendance averaged 76% and received resounding positive feedback.
- 15 **Green Island Landfill and Transfer Station Management** – The Landfill Gas collection system has undergone a programme of significant improvements, particularly in the expansion of the gas-field network on the landfill. The focus of work in this area is now documenting gas destruction for minimising our Emissions Trading Scheme (ETS) costs, and an application for a new Unique Emissions Factor has been prepared for submission to the Environmental Protection Agency (EPA).
- 16 **City Recycling Facilities** – Two new facilities are being constructed for the student area to supplement the kerbside recycling service. This is being supported by the University of Otago and Otago Polytechnic, and Polytechnic students have created the initial concept designs. One facility will be located next to the Marsh Study Centre on Castle Street, and the other on the corner of St David Street and Forth Street.
- 17 An additional Facility is in construction to be located on surplus land owned by the Countdown Dunedin Central Supermarket in Moray Place.
- 18 Smart recycling and rubbish bins are being trialled as part of a national campaign to reduce litter. Four sets of bins have been installed near the Great King Street Bus Hub, and six sets of bins have been installed in the Warehouse Precinct, as part of the national *Let's Put Litter in its Place* campaign. Smart technology can be fitted to the bins that alerts the contractor to empty the bins as required. The design helps to reduce contamination and improve use. The bins have been trialled in other parts of the country where they have demonstrated a significant reduction in contamination levels, and we are seeing similar results in Dunedin. Based on these results this new design will be adopted as standard as existing bins come due for replacement.
- 19 **Composting Made Easy** – four public workshops were undertaken in the spring period including one conducted for Syrian migrants living in the Mosgiel area.

- 20 **Sustainable Living in the Community** – a free workshop comprising of several different sustainable living topic options was developed and discussed with some community groups to gauge their interest. To date, we have two suburbs interested in hosting this DCC event for the wider neighbourhood. The one-day event will include; composting at home, community resilience topics (civil defence, healthy homes, food resilience), and sustainable living events. The two events are scheduled for Autumn 2020.
- 21 **WasteMINZ Kerbside Waste and Recycling Audits – National/District** - Dunedin is participating in a national kerbside waste and recycling audit which aims to identify customer behaviour related to various types of kerbside collection models (Council and Commercial; bins, bags, and crate collections). The audit also looks at the types of recyclable products being collected and levels of contamination (non-recyclables) entering the recycling collection system. It will also measure the lost opportunity i.e. recyclables disposed in general waste bags and bins. This information will be used to identify effective recycling systems and to improve public communication around recycling and waste collection services. The final national report is expected to be delivered in mid-February 2020.
- 22 **Kerbside Recycling Audits** - A kerbside recycling inspection programme was conducted from September to December 2019, with a total of 3543 recycling bins inspected at least once, 1999 bins inspected twice, and 828 bins inspected three times. The audit included the delivery of education material aimed at improving the quality of recyclable material. Unlike previous audits, this inspection programme showed little change from the first to the third inspection and the contamination rate showed only minor improvement. The education and communication material will be revised prior to the next scheduled audit.
- 23 **Recycling Bin latches** – An investigation of how we can reduce Yellow lidded recycling bin content from been spilled in adverse weather events (such as high winds) has resulted in a trial of lid latches that will be conducted from January onwards. Communication material has been prepared, and 850 properties in areas prone to high winds have been identified and will have latches fitted to their bins during normal recycling collections.
- 24 **E-Waste and Household Battery recycling** – There continues to be a significant increase in some of the targeted e-waste categories since the introduction of subsidised collections rates at the Green Island Rummage store. TVs received for the ten months to the end of September totalled 245 compared to a total of 88 for the 2017/18 year.
- 25 **Bike Refurbishment programme** – Up to the end of December 2019, 287 bicycles have been refurbished and gifted back to the community via the Malcam Charitable Trust. The number of bikes dropped off to Rummage still exceeds the amount able to be refurbished. Consideration of alternatives will be investigated.
- 26 **Rummage store improvement plan** – A Request for Quotes for refurbishment works on the Rummage store building has been developed. These works involve improved weather tightness, lighting, shelving, painting, and replacement of bird deterrent wire on the roof. The successful contractor will commence works in April with an aim to complete by the end of May 2020.
- 27 **Waste Futures Project** – The establishment of the Waste Futures project was reported to Council on 26 June 2018. Progress reports were presented to ISCOM on 15 October 2018 and 11 February 2019, and to Council on 30 April 2019. A further report recommending options for public engagement on kerbside waste and recycling collections was presented to ISCOM on 5 August 2019.

- 28 Phase One of the project has been completed. This Phase focused on the Strategic Case and Programme Business Case (PBC) for a future waste and diverted materials system for Dunedin. It also included feasibility studies for operating Green Island landfill until an alternative landfill is available, and investigated the technical feasibility of a new landfill facility at the designated Smooth Hill site.
- 29 Phase Two of the Waste Futures project has five interlinked Workstreams as outlined in the 30 April 2019 report to Council. This work is progressing on schedule, and a draft economic case with recommended options for a future waste collection system has been completed.
- 30 Workstream 1 included a Detailed Business Case to confirm options, levels of service, and procurement models for future kerbside collections and diverted materials systems. The report to Infrastructure Services and Networks Committee on 5 August 2019 recommended options for kerbside waste and recycling collections and resulted in the following Council resolution:

Moved (Cr Christine Garey/Cr Andrew Whiley):

That the Committee:

- a) **Approves** the two kerbside collection options for community feedback:
- i) a wheelie bin for rubbish collection in addition to the existing recycling system; and
 - ii) a wheelie bin for rubbish collection, plus another wheelie bin for organics collection, in addition to the existing recycling system.
- b) **Notes** the preliminary community engagement process, to seek feedback on options, will occur during the 2020/21 Annual Plan process.
- c) **Notes** that the results from this preliminary community engagement process will be used to inform options for full consultation in 2021 as part of the 10 Year Plan.

Motion carried (INF/2019/033)

- 31 Workstream 2 included the investigation of options to preserve or extend the capacity of Green Island landfill, plus develop contingency plans for managing waste if Green Island landfill capacity is exhausted before Smooth Hill landfill is operational. The short-listed options are now in the process of being implemented and it is expected that the Green Island waste disposal facility could remain in operation until 2025/26 if required.
- 32 Workstream 3 included detailed work to confirm the suitability of the designated Smooth Hill site for a Class 1 waste disposal facility. Technical site investigations and the gathering of all necessary information to complete a detailed Assessment of Environmental Effects (AEE).
- 33 The proposed Smooth Hill site was originally recommended as a replacement for the Green Island landfill in the early 1990's after extensive evaluation of 32 potential sites, and subsequently approved by Council for detailed investigations on 4 February 1992. Public consultation was carried out in March 1992, and again in November 1992 through to February 1993, with the final recommendation approved by Council on 21 April 1993. The notice of requirement for the site designation was first notified on 24 July 1995, and then re-notified on 19 July 1999, with the District Plan becoming operative on 19 April 2004, including all designations.

- 34 Site investigations are now substantively complete and has confirmed the suitability of the Smooth Hill site. An AEE is now being prepared for lodgement alongside the consent applications in April / May 2020. The consenting process will be publicly notified and is expected to take 18 – 24 months to complete.
- 35 In order to enable the development of the Smooth Hill site as a Class 1 waste disposal facility it will be necessary to negotiate with landowners adjoining the site itself, and in particular McLarens Gully Road, for the purchase of additional parcels of land. McLarens Gully Road will require re-alignment and widening, including modifications to the intersection with State Highway 1, in order to create a suitable approach road and entranceway into the Smooth Hill site. These negotiations are scheduled to begin in February 2020.

Capital projects

- 36 Projects include:
- Green Island Landfill - Improvements to Final Cap, Transfer Station and Rummage Store, Leachate collection system, Gas Collection system, and traffic flow
 - Green Island Landfill – Construction of new tipping face access road
 - Green Island Landfill – Installation of second weighbridge and new security system
 - Waikouaiti Landfill – Final capping
 - Waikouaiti Transfer Station – redevelopment
 - Middlemarch Transfer Station - redevelopment
 - Additional City Recycling Facilities

OPTIONS

- 37 As this is an update report, no options are provided.

NEXT STEPS

- 38 Areas of focus for the next quarter will be:
- Procurement for a re-aligned access road onto the active Green Island landfill face which will unlock the next 2 stages of landfill. This will also deal with the Asbestos soils area, as well as improving our management of leachate and landfill gas in this area
 - Detailed planning, design, and procurement for installation of a second weighbridge at Green Island Landfill, including associated weighbridge software, improvements to traffic flow, and improvements to site security
 - Progressing phase two of the Waste Futures project to fully develop the detailed business case on options for DCC's future waste services operating model for inclusion in the 10-year plan 2021-31
 - Implementation of options for the preservation of capacity at Green Island landfill will continue

- Detailed design and procurement for the final capping of the Waikouaiti landfill and improvements to the Waikouaiti Transfer Station, Resource Recovery Centre and Closed Landfill, in collaboration with the local community
- Working closely with the University of Otago and Otago Polytechnic to install recycling drop off facilities in the student area to supplement kerbside recycling services
- Working closely with Countdown Dunedin Central Supermarket to install an additional city recycling drop off facility
- Incremental improvements to the Green Island Landfill gas collection system will continue.

Signatories

Author:	Chris Henderson - Group Manager Waste and Environmental Solutions
Authoriser:	Simon Drew - General Manager Infrastructure Services

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This report relates to providing local infrastructure that is considered good-quality and cost-effective.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Arts and Culture Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Waste and Environmental Solutions activity supports the outcomes of a number of strategies.

Māori Impact Statement

There are no known impacts for tangata whenua.

Sustainability

The Waste and Environmental Solutions activity contributes positively to the environmental interests of the community through refuse and recycling collection at the kerbside and public places, educating and promoting environmentally sustainable behaviour and managing landfill and transfer station facilities.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

The Waste and Environmental Solutions activity is included in the Long-Term Plan.

Financial considerations

The updates reported are within existing operating and capital budgets.

Significance

This decision is considered of low significance under the Significance and Engagement Policy.

Engagement – external

As an update report no external engagement has been undertaken.

PROPERTY SERVICES ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 31 DECEMBER 2019

Department: Property

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Property Services operations, maintenance and capital works for the two quarters 01 July 2019 to 31 December 2019.
- 2 Highlights for these quarters include:
 - a) Palmyra redevelopment is confirmed and commencing in February 2020.
 - b) Wall Street Mall management outsourced to Colliers International is confirmed with a start date 01 October 2019.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Property Services Activity Report for the six months ending 31 December 2019.

BACKGROUND

- 3 Property Services aims to provide 'community good' through effective management of property assets for the city of Dunedin. Property Services manages five property portfolios; community housing; investment property; commercial property; operational property; and community property. There is also a separate endowment property portfolio.
- 4 The Property Services activity also includes:
 - Land and lease management,
 - Facilities and asset management,
 - Project management, and
 - Tenancy management.

DISCUSSION

Management of Property Services

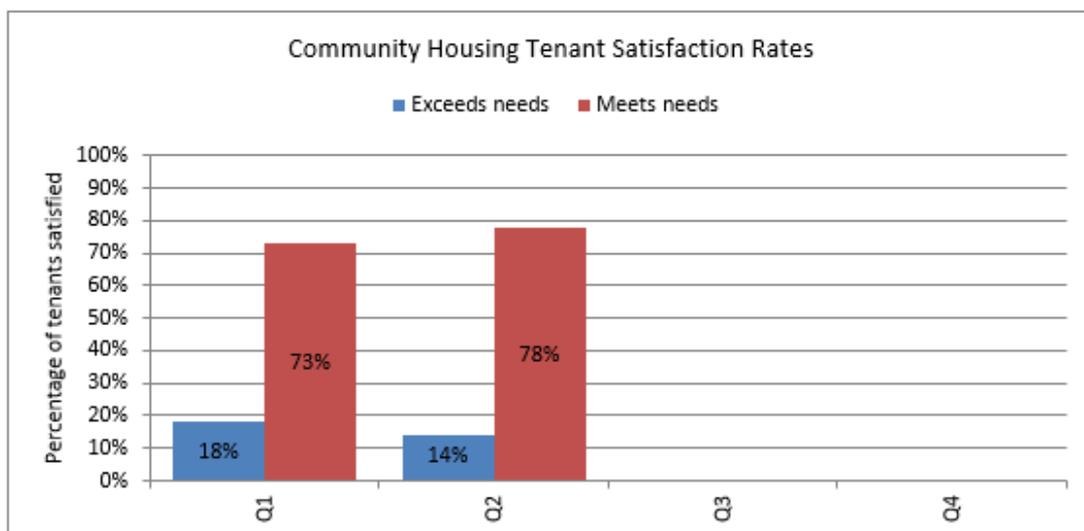
- 5 The Property Services group is responsible for a wide range of Council-owned properties. The group manages land and tenancy, acquisition and disposal of properties to meet the Council’s needs, facilities and asset management, and management of housing.
- 6 The community housing portfolio provides affordable housing primarily targeted at those on low incomes, aged 55 and older. In addition to the community housing units, this portfolio includes a small number of residential properties that have been acquired by the Council in relation to its operational activities.
- 7 The investment portfolio includes a small number of commercial properties that are owned for the purposes of generating a financial return. They are listed as “investments” for accounting purposes only.
- 8 The commercial portfolio includes a number of commercial properties that are owned for the purposes of generating a financial return. They are managed in the same way as the investment portfolio and treated differently for accounting purposes only.
- 9 The operational portfolio includes property and related land that are required for service administration and delivery purposes by the Council.
- 10 The community portfolio includes a range of properties that are held for community benefit, but not directly used in the delivery of council services – for example, the Dunedin Railway Station, Regent Theatre, and community halls.

Service and Satisfaction

The housing provided by the Council meets the needs of the community housing tenants

Percentage of tenants satisfied with Council provided rental housing

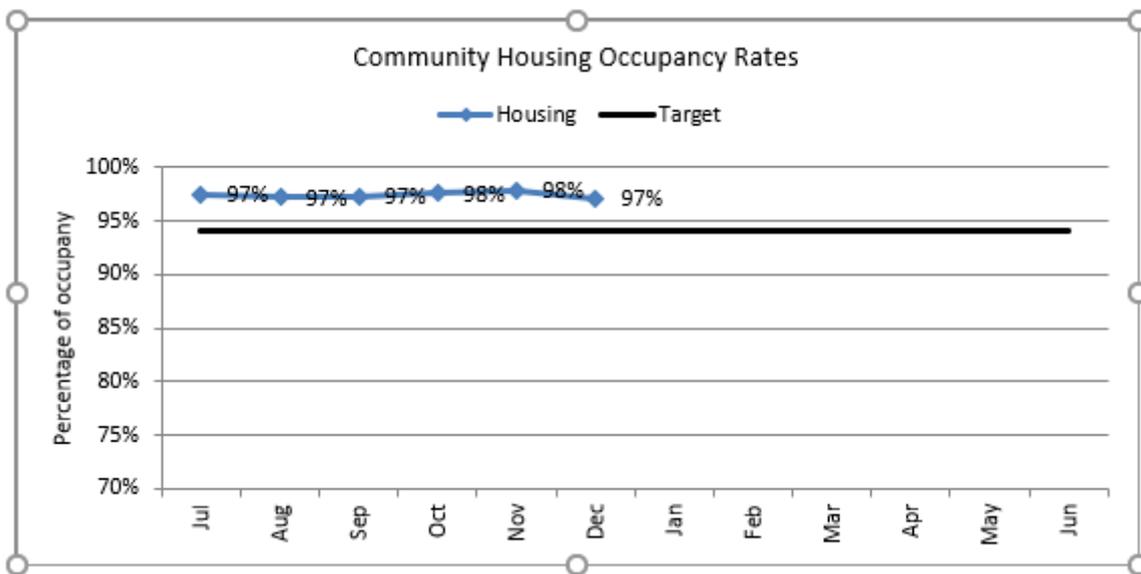
- 11 Every resident is visited annually and as part of the process they are surveyed on how well their housing meets their needs. In this survey, tenants are asked to rate how well the housing meets their needs and are invited to provide comments.



- 12 Between 1 October 2019 and 30 December 2019 (Quarter 2) 137 tenants were surveyed and 96% of our tenants completed the survey. Of those that responded, 92% of our tenants said the “housing meets or exceeds their needs”.
- 13 Comments from respondents who indicated the “housing exceeded their needs” were very positive about the location of their unit as well as how functional, affordable and warm and dry their unit is.
- 14 4% of our tenants indicated their housing did not meet their needs. This was primarily due to disability related needs, such as requiring a shower rather than a bath or additional hand rails. Our Tenancy Managers investigate and follow up all situations where feedback indicates the housing does not meet the tenants’ needs and 4% of tenant’s did not complete the survey.

Percentage occupancy of Council provided rental housing

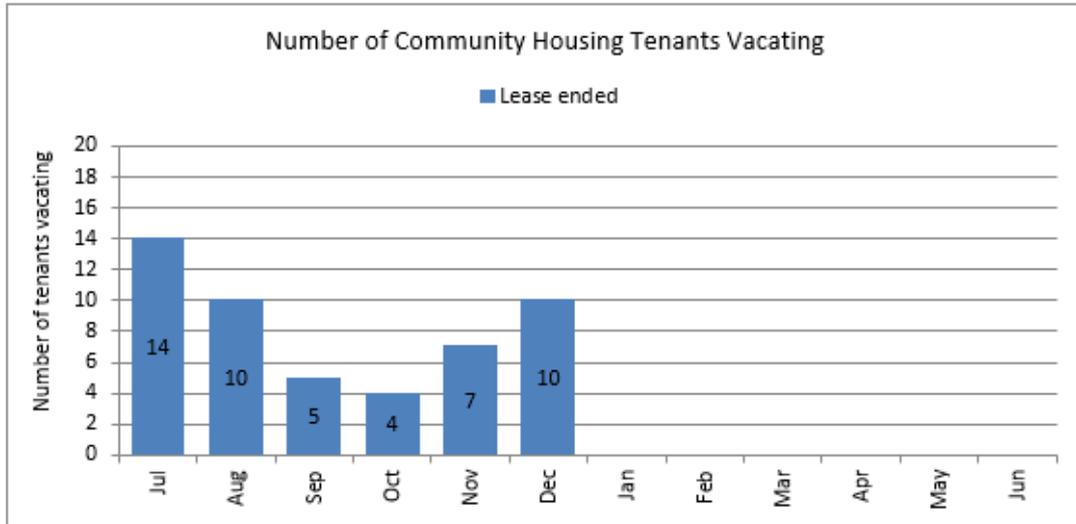
- 15 To ensure the community housing portfolio is meeting demand, and turnover time between tenancies is minimal, occupancy rate is measured as a percentage of occupied time versus available time.



- 16 Occupancy remains high at 97% as at 30 December 2019. There are currently 17 vacant units, of which three units are under offer to new tenants and three units are in the process of having renovation works completed.
- 17 The Housing Team have completed temporarily relocating eight tenants who reside in block one in our Palmyra public housing complex, while substantial redevelopment work is completed at this site in February 2020. This will affect our occupancy rates slightly over the upcoming months.

Number of occupancy changes in community housing

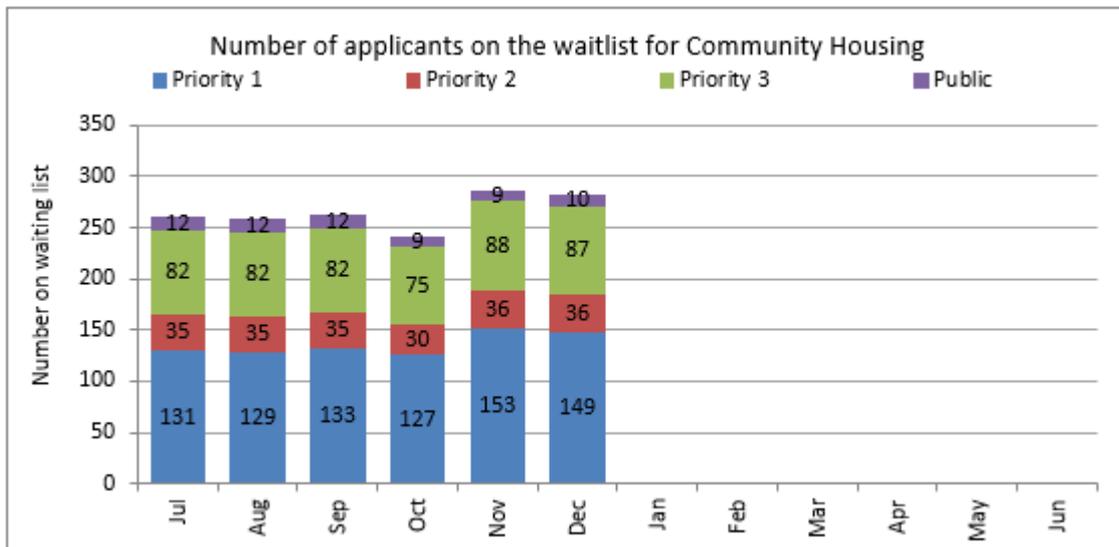
- 18 The number of community housing units that are vacated over time reflects the volume of work for the Tenancy Managers when tenancies end; formalising the end of a tenancy, organising changeover work, and settling in new residents.



- 19 Numbers of tenants vacating are in line with previous years and no seasonal trends are identified.
- 20 The housing team have recently started recording the reasons why our tenants vacate. Evidence indicates most vacancies arise due to a death of the tenant or the tenant going in to care. Also, more recently a number of tenants have vacated due to transferring to another DCC unit. This is a result of substantial redevelopment work e.g. at our Palmyra complex.

Waiting list for community housing

- 21 The waiting list is measured to understand the demand for community housing. This is taken as the number of applicants currently on the waiting list at the end of each calendar month.

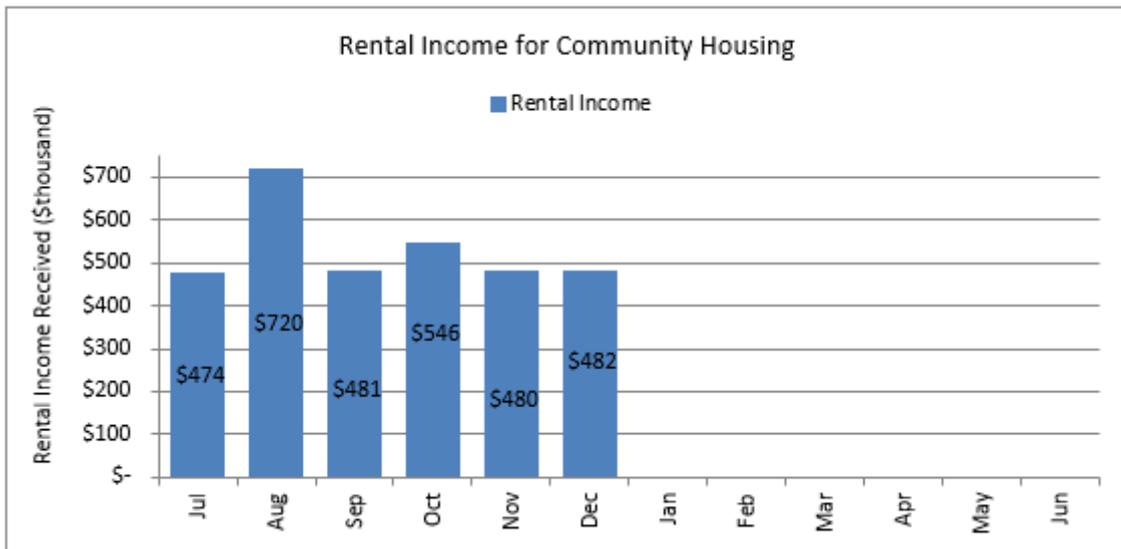


- 22 As at 30 December 2019 the waiting list was 282.
- 23 The waiting list has been steadily increasing as more applicants are added to the waiting list than are able to be placed each month. We have taken 42 new applications over the last quarter and been able to house 10 new applicants over this period of time.

- 24 Almost 30% of the applicants currently on our waitlist have received an offer of housing at some stage, which they have declined. The Housing Team have started recording all offers of housing current and historic, including those offers which are declined. This will to allow us to better understand the reasons for declined offers and also assist our future thinking. We have also started a thorough review of our waitlist, in order to better understand our applicants’ current circumstances and their level of housing need.

Community housing rental income

- 25 Community housing tenants pay rents according to the published schedule that relates to the size of the unit.



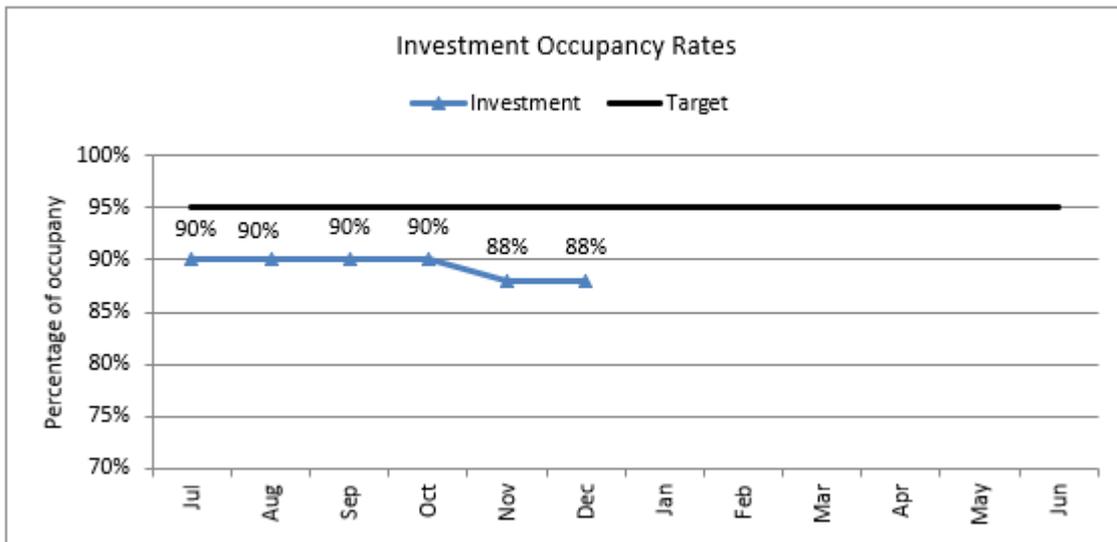
- 26 Rental income for Community Housing typically remains steady as the occupancy rate remains steady. There were three fortnightly payment cycles in August 2019.

- 27 Rental income for October includes the sale of 113 Harbour Terrace.

Council investment properties are appropriately managed

Percentage overall occupancy of Council investment properties

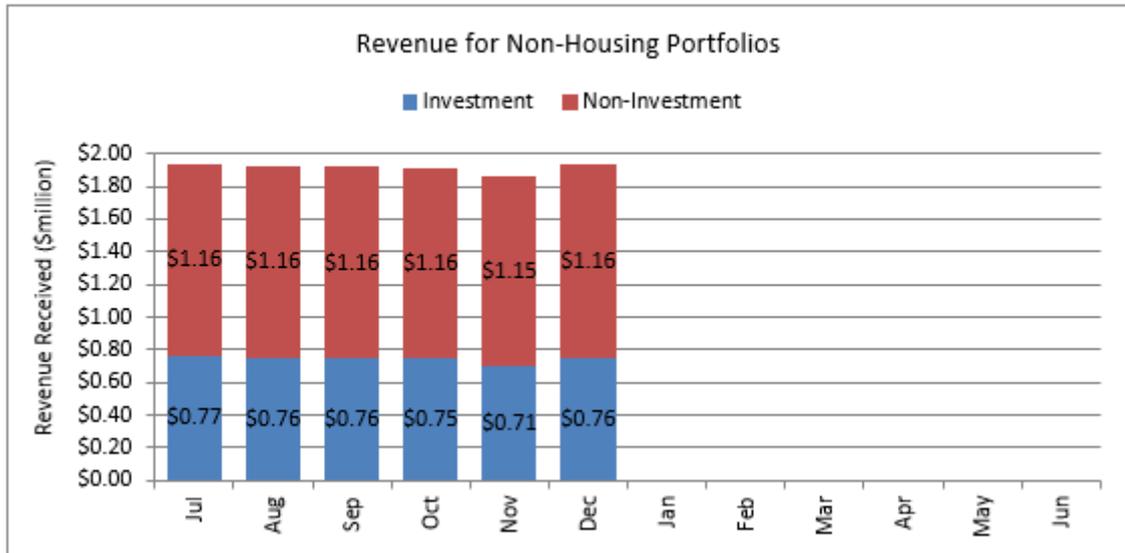
- 28 The investment portfolio managed by Property Services, serves as a non-rates revenue stream. Occupancy rate is measured as a percentage of tenanted units versus available lease units.



- 29 The investment portfolio contains 16 properties, broken down in to 50 lease units. 44 of these are currently occupied.
- 30 Three lease units have been vacant since October 2019 on Parry Street, though short-term agreements are in place for two of the units until a long term tenant is found.
- 31 Two lease units at 54 Moray Place are currently advertised for lease following completion of compliance upgrades. Active enquiry is currently being fielded.
- 32 There is one additional vacancy at 211 George Street (Wall Street) currently advertised for lease.
- 33 Ten leases are due to expire in the 12-month period to 31 December 2020, these will be managed proactively to minimise vacancy where tenants do not elect to either renew (where rights of renewal exist) or enter into a new lease term.
- 34 Of note, Bunnings Limited has confirmed the six-year renewal effective 14 December 2019 for Council’s Porirua property. Lease negotiations are progressing.

Revenue of Non-Housing Properties

- 35 Revenue is generated from non-housing properties through rent payments, OPEX recoveries, and rates.

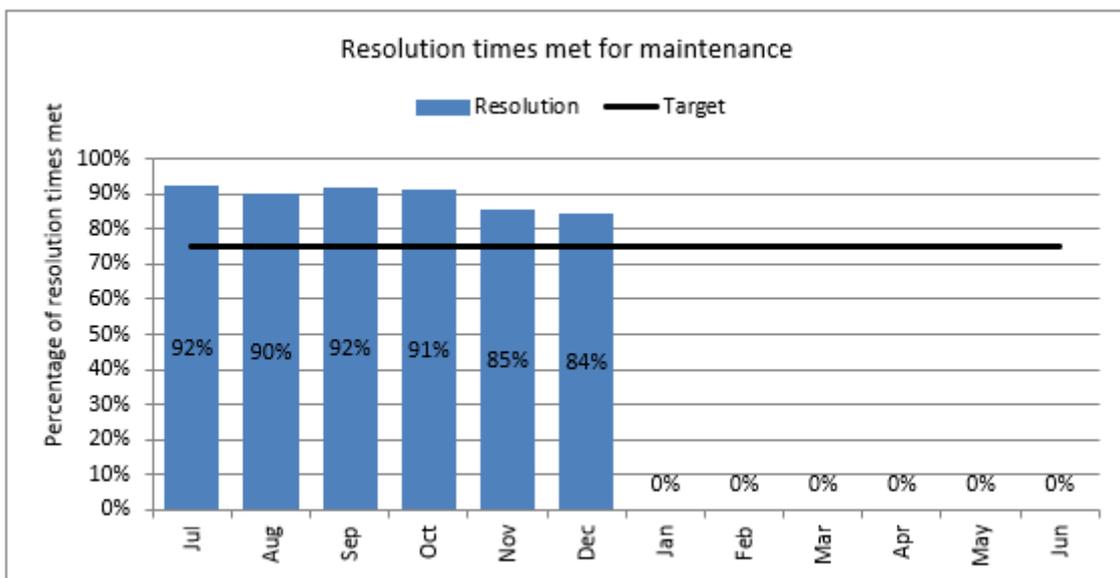


- 36 Following an increase in OPEX recoveries from 1 July 2019 upon commencement of the new financial year, Non-Housing Revenue has remained steady.
- 37 Non-Housing Investment portfolio revenue reflects a change of tenant at 20 Parry Street, November 2019.

Value and Efficiency

Council operational properties are appropriately managed

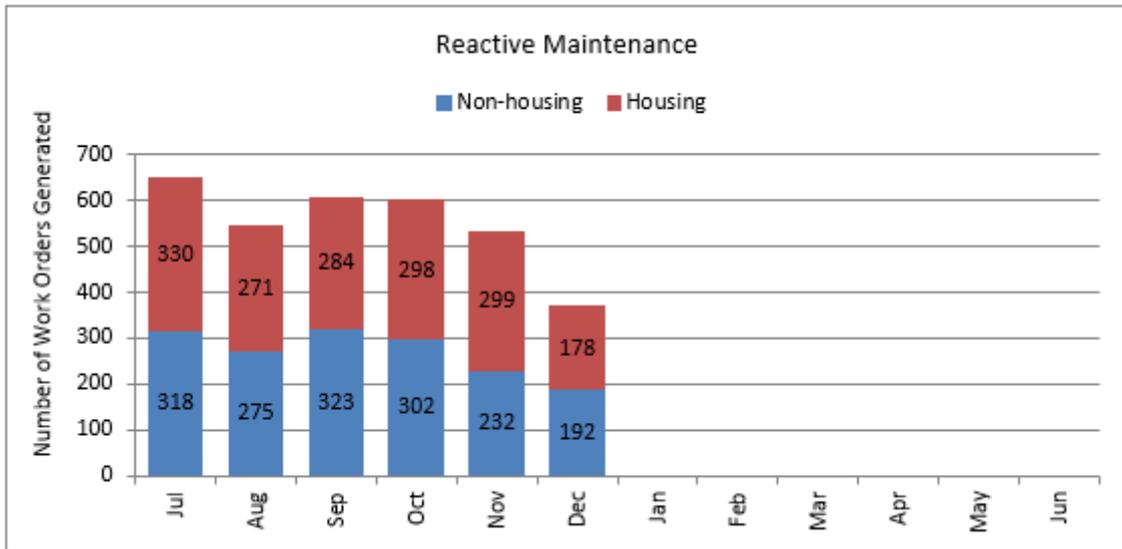
Percentage of service request resolution times met



- 38 Completion of scheduled work continues to achieve higher than target performance.
- 39 Almost 4,000 scheduled work orders were due for completion during the quarter. Around two-thirds of scheduled work orders relate to the Community Housing portfolio.

Number of Reactive Work Initiated

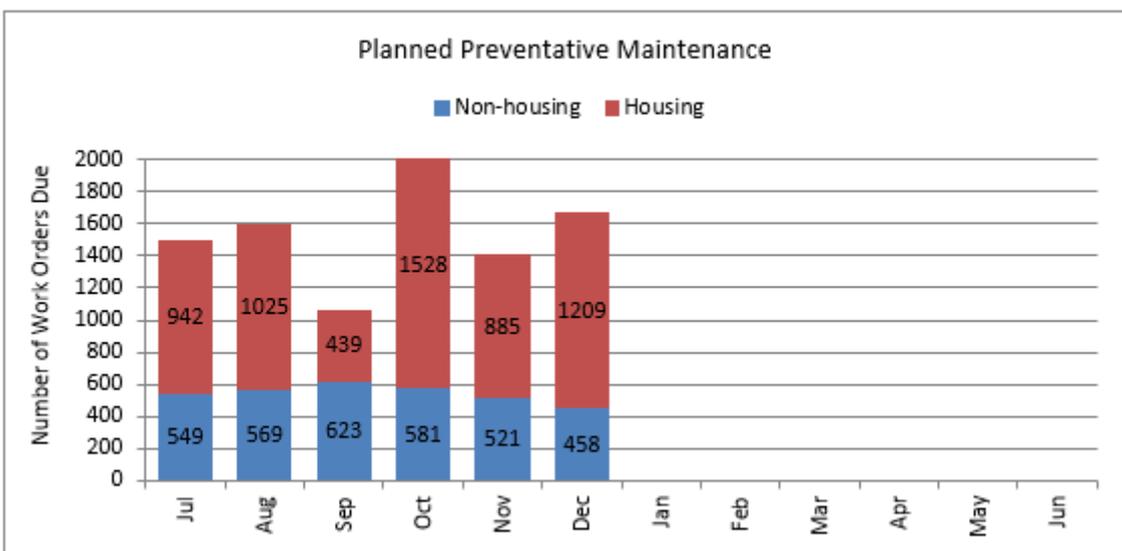
- 40 Property Services offer reactive maintenance service to managed properties. The level of reactive work required is measured by the total number of reactive work orders initiated in a given month.



- 41 Reactive maintenance work volumes reduced by 5% year-on-year during the Oct-Dec period, continuing the trend from the first quarter.
- 42 December reactive work volumes demonstrate seasonal reductions due to the Christmas holiday period.

Number of Planned Preventative Maintenance Work Required

- 43 Property Services carry out regular planned preventative maintenance (PPM) to managed properties to maintain the service life of assets. The level of PPM work required is measured by the total number of PPM work orders due in a given month.



- 44 For the Community Housing portfolio, the number of PPM work orders raised is directly related to the number of housing properties to be maintained to the required standard.

- a) **South Dunedin Library & Community Complex:** Continue with the co-design process, going from discovery phase to concept stage. Investigations will commence in the existing buildings, looking at asbestos and compliance upgrades. Design team will focus on concept design, project will be staged over a number of years, the staging plan is in development and should be completed by the end of the quarter.
- b) **Edgar Centre:** Structural strengthening to the More FM Arena will be complete by the end of February. The Edgar Centre will no longer be classed as Earthquake prone.
- c) **Edgar Centre:** The design team will be assessing the differential settlement issues at the Edgar Centre with the aim to identify the preferred solution to resolve or mitigate those issues. The feasibility study will be due in mid-February 2020, with any design works for the preferred solution to follow.
- d) **School Street:** The soil asbestos will be removed mid-February 2020 with the remaining flats demolished and site cleared. Foundation works will commence and building of the new housing units and flats will start. With delays due to asbestos works construction to be complete in the second quarter of 2020/21 financial year.
- e) **Palmyra:** Construction work will commence in February 2020 and will be completed by December 2020 for the first two blocks.
- f) **Railway station:** 1st stage design completed and tender out for the exterior repair work to a main contractor, work scheduled to commence in March / April 2020.
- g) **Mosgiel Library:** New roof, air condition and services, this project will be complete early February 2020.
- h) **Tarpits –** Submerged redundant tar waste tank. A consultant has been engaged to assist DCC Property Services to develop tender documents to engage contractors to remediate the tank and its contents.

Signatories

Author:	David Bainbridge - Group Manager Property Services
Authoriser:	Sandy Graham - General Manager City Services

Attachments

There are no attachments for this report.

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision promotes the social well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economic Development Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Arts and Culture Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 Waters Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Spatial Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Integrated Transport Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks and Recreation Strategy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other strategic projects/policies/plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Property Services activities support the outcomes of a number of strategies.

Māori Impact Statement

There are no known impacts for tangata whenua.

Sustainability

The Property Services team actively contributes positively to the interest of the community by providing and maintaining property required for a wide range of community, housing, Council operations, arts and culture, sport, and heritage service purposes.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

Property Services activities are included in the 10-year plan.

Financial considerations

The updates reported are within existing operating and capital budgets.

Significance

This decision is considered of low significance under the Significance and Engagement Policy.

Engagement – external

As an update report, external engagement is not applicable.

Engagement - internal

As an update report, internal engagement is not applicable.

Risks: Legal / Health and Safety etc.

There are no legal or health and safety risks.

Conflict of Interest

There are no conflicts of interest.

SUMMARY OF CONSIDERATIONS

Community Boards

Any implications for Community Board areas will be discussed with them directly.

ITEMS FOR CONSIDERATION BY THE CHAIR