

Notice of Meeting:

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

Date: Monday 3 August 2020
Time: 1.00 pm
Venue: Edinburgh Room, Municipal Chambers,
The Octagon, Dunedin

Sandy Graham
Acting 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

1.1 Public Forum - Sam and Christine Neill

Sam and Christine Neill will be in attendance to request the road outside their house be sealed (547 Allans Beach Road).

1.2 Public Forum - Paul Cully

Mr Paul Cully will be in attendance to speak on mobility parking around the Arthur Street School area.

2 APOLOGIES

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

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 27 July 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.
	Trustee	St Paul's Cathedral Foundation	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Owner	Residential Property Owner - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Member	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
Christine Garey	Trustee	Garey Family Trust - Property Ownership - Dunedin	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Chair	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.
	Chair	Grants Subcommittee (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.
	Member	External family member is a Principal Security Consultant	Major supplier to DCC	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
Doug Hall	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.
	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.

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	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.
	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.
Carmen Houlahan	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.
	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	Mosgiel 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
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.
	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.
	Dunedin Branch Treasurer	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.
	Dunedin Branch delegate to Arai Te Uru Marae Council	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.
	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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.
	Chairperson	Federated Farmers Charitable Trust	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.
	Chairperson	Otago Rural Support Trust	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.
	Member	Hereweka 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	The Auditor General has issued a declaration under section 6(4) of LAMIA allowing Cr Radich to participate on the grounds that it is in the interests of the electors and inhabitants of the area that he be allowed to do so. The declaration applies to the Council meeting on 25 May 2020 and to discussion and deliberations on the Annual Plan 2020/21 up to and including the adoption of the Annual Plan	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
	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	The Auditor General has issued a declaration under section 6(4) of LAMIA allowing Cr Radich to participate on the grounds that it is in the interests of the electors and inhabitants of the area that he be allowed to do so. The declaration applies to the Council meeting on 25 May 2020 and to discussion and deliberations on the Annual Plan 2020/21 up to and including the adoption of the Annual Plan	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Director	Golden Centre Holdings Ltd	The Auditor General has issued a declaration under section 6(4) of LAMIA allowing Cr Radich to participate on the grounds that it is in the interests of the electors and inhabitants of the area that he be allowed to do so. The declaration applies to the Council meeting on 25 May 2020 and to discussion and deliberations on the Annual Plan 2020/21 up to and including the adoption of the Annual Plan	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	Deputy Chair	Cancer Society of Otago/Southland	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	Past President	Patearoa Golf Club	No conflict identified	Seek advice prior to the meeting if actual or perceived conflict of interest arises.
	President	Balmacewen Lions	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.
	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.
Lee Vandervis	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.
	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.
Steve Walker	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.
	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	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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	NZ Sea Lion Trust	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.
	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.

Name	Responsibility (i.e. Chairperson etc)	Declaration of Interests	Nature of Potential Interest	Member's Proposed Management Plan
	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 Otaru 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

PROPERTY SERVICES ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020

Department: Property

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Property Services operations, maintenance and capital works for the two quarters 1 January to 31 March 2020, and 1 April to 30 June 2020.
- 2 Highlights for these quarters include:
 - a) Engaged Community Housing Aotearoa to review DCC's existing Social Housing Policy 1997 and DCC's existing Social Housing Strategy 2010-2020.
 - b) Seismic strengthening work to the Edgar Centre was completed in February 2020, and the building is no longer classified as earthquake prone. All works were completed on time and under budget.
 - c) Refurbishment work in block one at Palmyra housing site was completed and the units re-tenanted. The work included improved insulation, new bathrooms, double glazing, electrical work, and safety improvements. Block two will commence in July 2020 and will be completed later this year, with blocks three and four to follow over 2021 and 2022.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Property Services Activity Report for the two quarters ending 30 June 2020.

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

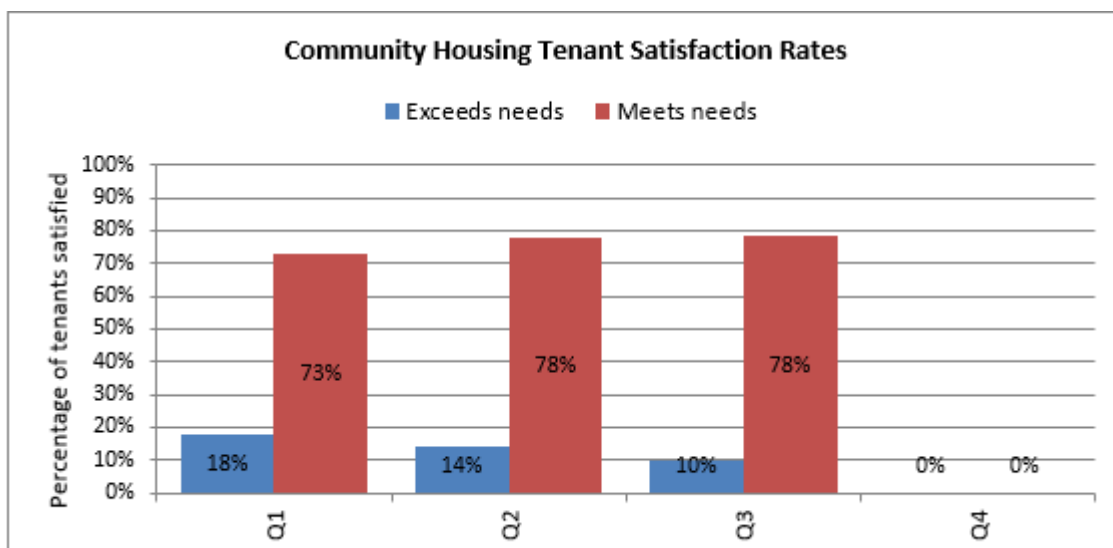
Management of Property Services

- 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.
- 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.
- 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.
- 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.
- The operational portfolio includes property and related land that are required for service administration and delivery purposes by the Council.
- 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

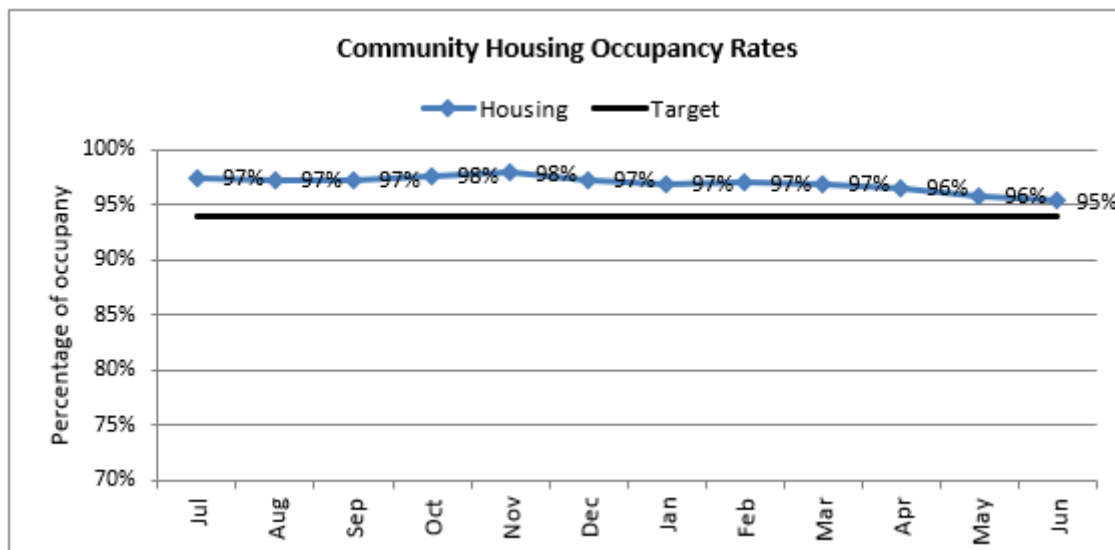
Percentage of tenants satisfied with Council provided rental housing



- 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 January 2020 and 31 March 2020 (Q3), 153 tenants were surveyed and 97% of tenants completed the survey. 92% of those that responded said that their “housing meets or exceeds their needs”.
- 13 No results were recorded between April 2020 and June 2020 (Q4), due to the COVID-19 lockdown. Housing Inspections and visits were cancelled during COVID Level 4 and Level 3, with staff carrying out regular tenant welfare checks by telephone.
- 14 Comments from respondents who indicated the “housing exceeded their needs” were positive about the location of their unit as well as how functional, affordable, warm and dry their unit is.
- 15 8% of tenants indicated their housing did not meet their needs in the period January 2020 – March 2020 (Q3). This was primarily due to disability related needs, such as requiring a shower rather than a bath, or additional hand rails. Staff investigate and follow up all situations where feedback indicates the housing does not meet the tenants’ needs.

Percentage occupancy of Council provided rental housing

- 16 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 over total available time.

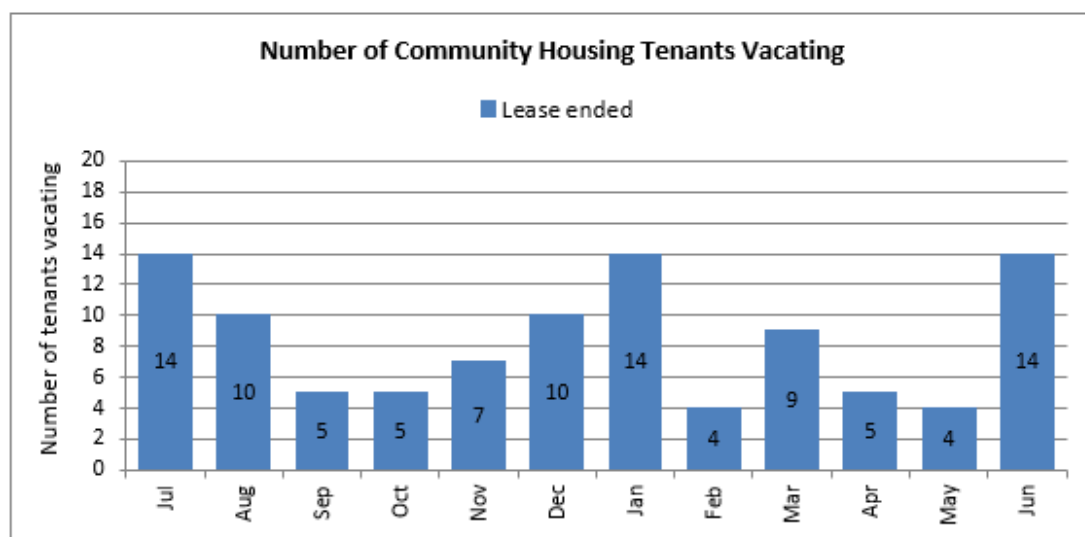


- 17 Occupancy remains high at 95% as at 30 June 2020.
- 18 At 30 June 2020 there were 17 short-term vacant units, of which 6 units were under offer to new tenants and 11 units were in the process of having renovation works completed.
- 19 During COVID-19 lockdown, there was a delay in offering vacant housing units as staff were unable to meet prospective new tenants. This resulted in a backlog of vacant units from April 2020 until June 2020. All vacant units from this period have now been filled.

- 20 Due to ongoing redevelopment work at the Palmyra housing site, tenants have been relocated. This will affect occupancy rates over the course of the redevelopment.

Number of occupancy changes in community housing

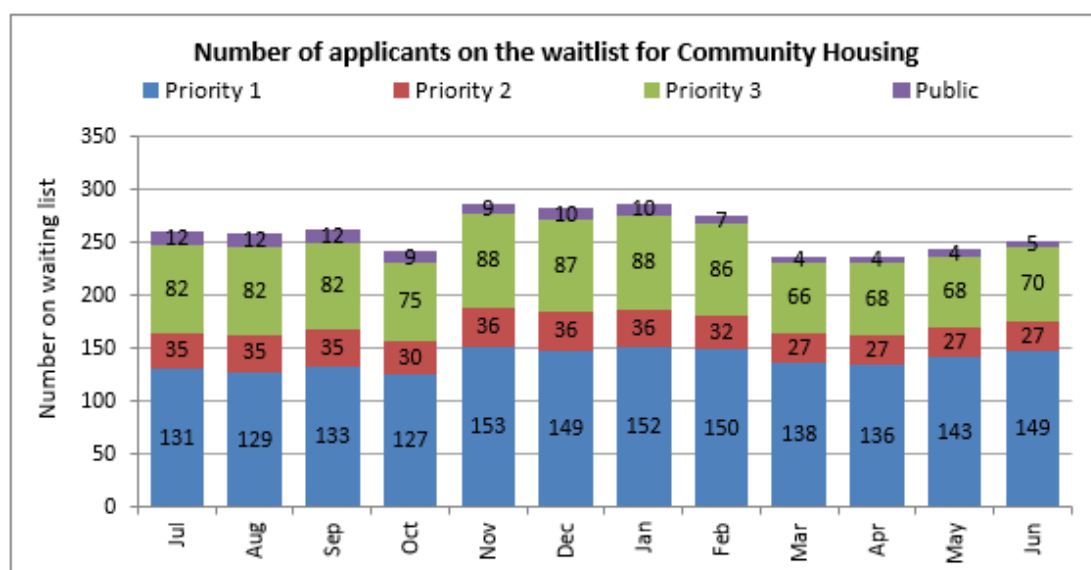
- 21 The number of community housing units that are vacated over time reflects the volume of work for staff when tenancies end; formalising the end of a tenancy, organising changeover work, and settling in new residents.



- 22 Numbers of tenants vacating are in line with previous years and no seasonal trends are identified.
- 23 Evidence indicates most vacancies arise due to the death of a 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

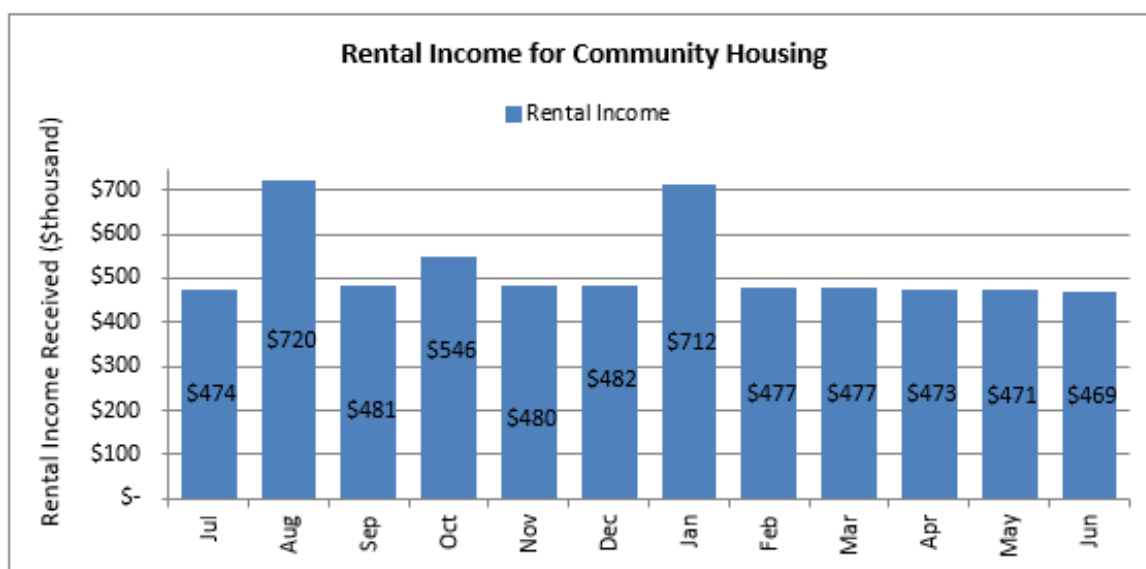
- 24 The waiting list is measured to understand the demand for community housing. This is taken as the number of applicants currently on the waiting list at the end of each calendar month.



- 25 As at 30 June 2020 the waiting list was 251, with 149 of those applicants considered Priority 1 (people over the age of 55, on low income, and below the asset threshold).
- 26 A waitlist review was completed in January 2020 to understand the current circumstances of each applicant and their level of housing need. The review led to a reduction in the number of applicants who still required housing.
- 27 Since this review, the waiting list is continuing to steadily increase. We have taken 64 new applications over the last six months and were able to continue taking applications remotely during COVID-19 lockdown.
- 28 Over half the Priority 1 applicants currently on our waitlist have received an offer of housing at some stage, which they have declined.

Community housing rental income

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

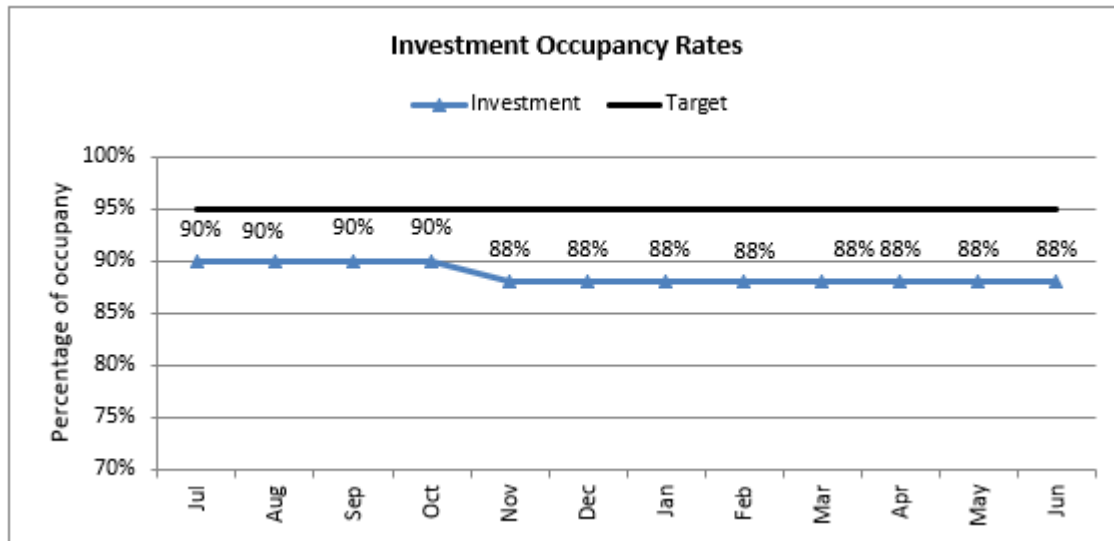


- 29 Rental income for Community Housing typically remains steady as the occupancy rate remains steady. There were additional fortnightly payment cycles in August 2019 and January 2020.

Council investment properties are appropriately managed

Percentage overall occupancy of Council investment properties

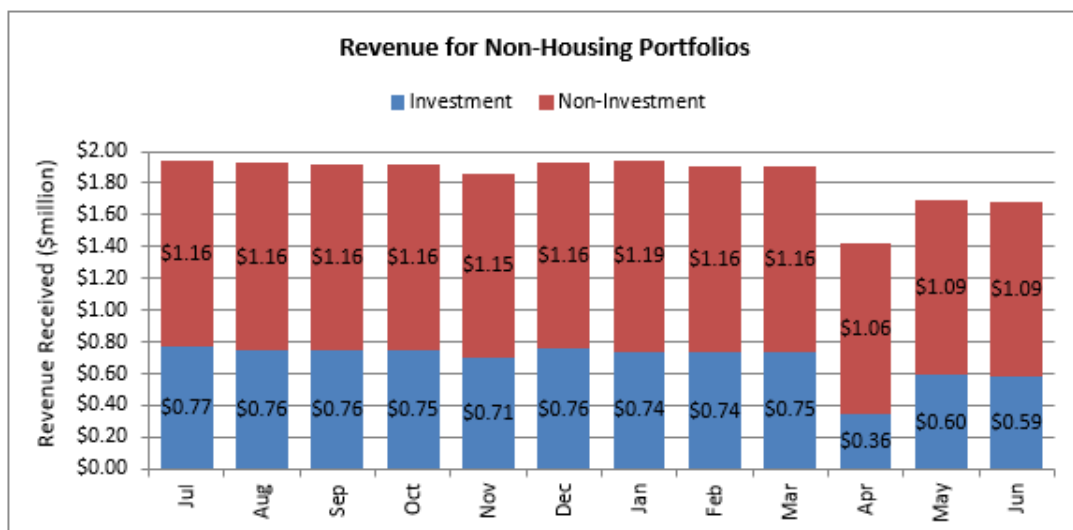
- 30 The investment portfolio managed by Property Services, serves as a non-rates revenue stream. Occupancy rate is measured as a percentage of tenanted lease units over all lease units.



- 31 The investment portfolio contains 16 properties, comprised of 50 lease units. 44 of these are currently occupied.
- 32 Three lease units have been vacant since October 2019 on Parry Street to support bookings for film studio use in Dunedin.
- 33 Two lease units at 54 Moray Place are currently advertised for lease following completion of compliance upgrades.
- 34 One vacancy at 211 George Street (Wall Street Mall) is currently advertised for lease.

Revenue of Commercial and Investment Properties

- 35 Revenue is generated from commercial and investment properties through rent payments, operational expense recoveries, and rates.

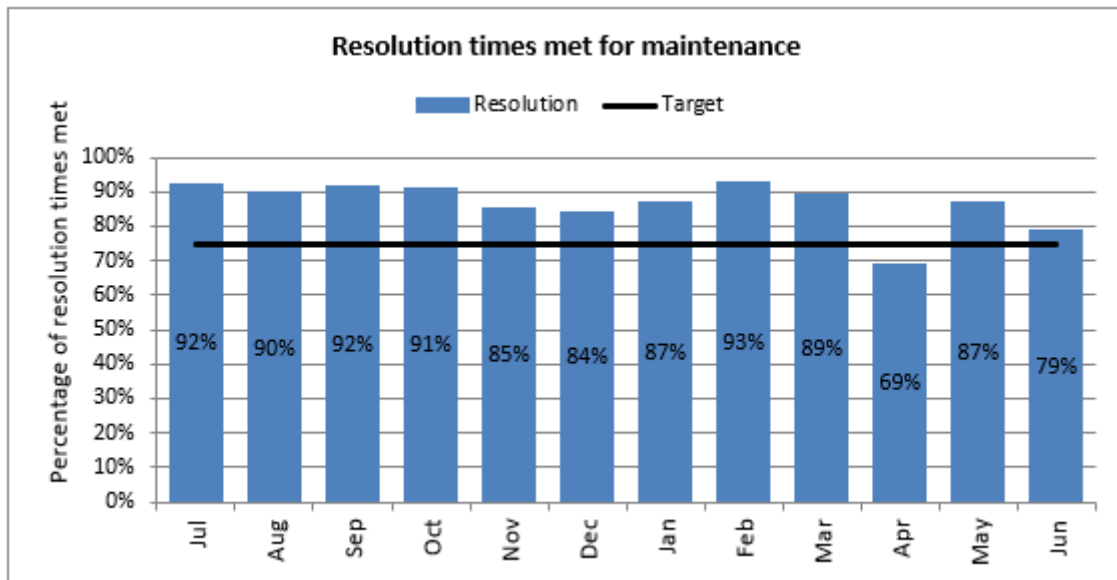


- 36 The impact of COVID-19 has seen a significant drop in revenue for April 2020, followed by a gradual recovery in May and June 2020 as lockdown restrictions eased. COVID-19 has impacted a number of tenants, and staff continue to work with those tenants to provide support where appropriate.

Value and Efficiency

Council operational properties are appropriately managed

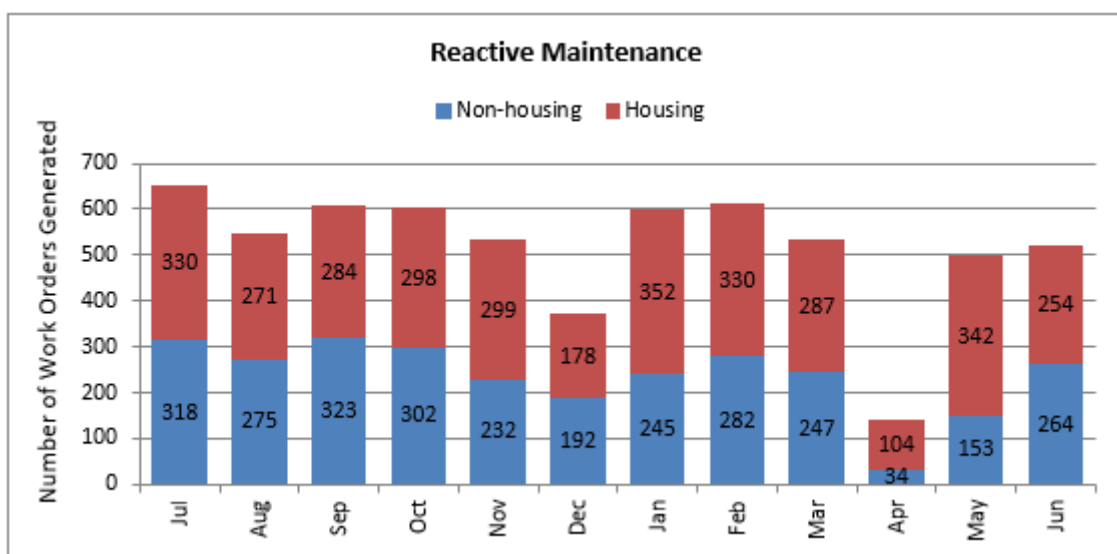
Percentage of service request resolution times met



- 37 Performance dipped in April due to COVID-19 lockdown procedures from late March 2020 through to early June 2020. Other than April, overall work resolution continued to achieve better than target results.

Number of Reactive Work Initiated

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

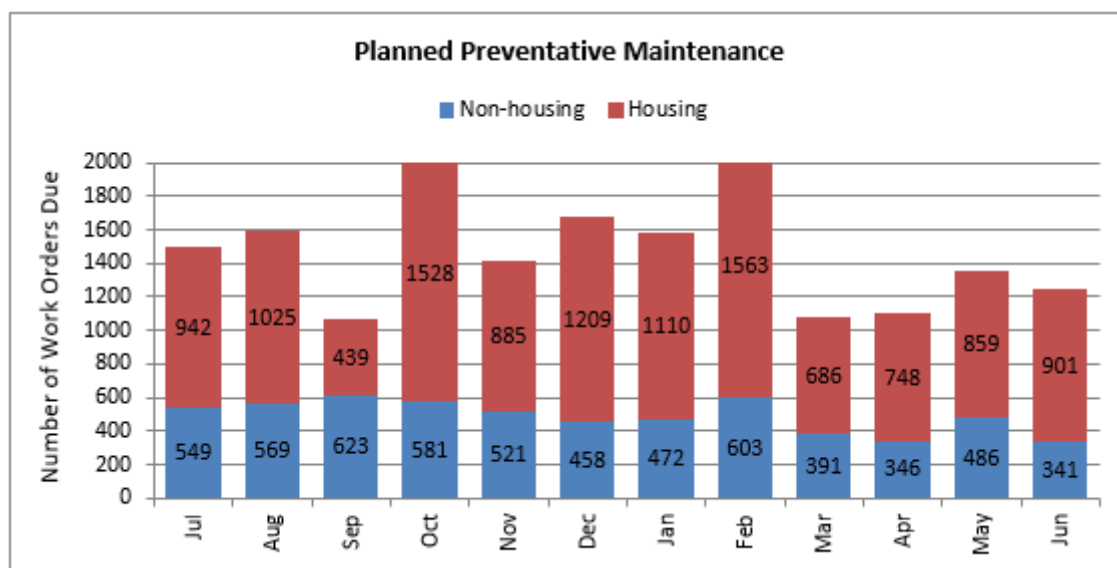


- 39 Due to COVID-19, non-urgent reactive maintenance was deferred in April 2020 to May and June 2020. Urgent reactive work undertaken during lockdown focused on fire safety, the provision of sanitary and heating services.

- 40 The overall volume of reactive work reduced by 9% from the previous year. 6,844 reactive work orders were issued in the 2018/2019 year compared to 6,196 for the 2019/2020 year. Part of that reduction is related to the impact of COVID-19, and part is related to the increase in planned maintenance work (see below).

Number of Planned Preventative Maintenance Work Required

- 41 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.



- 42 The overall number of PPM work orders increased by 12% from the previous year. 15,662 PPM work orders were issued in the 2018/2019 year compared to 17,835 for the 2019/2020 year.
- 43 The increase in PPM was due to the roll-out of further PPM contracts and the transferring of additional assets (e.g., public toilets) to Property Services.
- 44 Six facilities account for just over half of all PPM work for non-housing properties. These are the Dunedin Public Art Gallery, Civic Centre, City Library, Wall Street Mall, Dunedin Railway Station and the Municipal Chambers / Town Hall complex.

Major initiatives

- 45 Major Initiatives completed in the period include;
- Community Housing:** Engaged Community Housing Aotearoa to review DCC's existing Social Housing Policy 1997 and DCC's existing Social Housing Strategy 2010-2020.
 - Edgar Centre:** Seismic strengthening work to the Edgar Centre was completed in February 2020, and the building is no longer classified as earthquake prone. All works were completed on time and under budget.
 - Palmyra:** Refurbishment work in block one at Palmyra housing site was completed and the units re-tenanted. The work included improved insulation, new bathrooms, double glazing, electrical work, and safety improvements. Block two will commence in July 2020

and will be completed later this year, with blocks three and four to follow over 2021 and 2022.

- d) **South Dunedin Library & Community Complex:** The co-design process moved from the discovery phase to concept design stage. Long standing commercial tenants vacated the premises in June 2020.
- e) **School Street:** Work commenced on replacing nine housing units at the School Street site. The units are being replaced with ten completely new units, designed to meet Homestar 8 standard. Resource consent has been granted for site excavation, project is due for completion in early 2021.
- f) **Toitū:** A new roof was installed over various parts of the Toitu Otago Settlers Museum. Commencing in late 2019, parts of the building were scaffolded, and the old roof removed. The project is now complete.
- g) **Mosgiel Library:** A new roof was installed at the Mosgiel Library, along with new lighting, additional insulation, and a new air conditioning system. This work improved the energy efficiency of the building and improved the comfort levels for library users. The work was completed in February 2020.
- h) **COVID-19:** Property Services provided a range of support during the various levels of the COVID-19 pandemic, firstly to help maintain our essential services in a safe way, and secondly to support Council tenants. This included rent relief, welfare support, and applications to central government for projects to help get people back to work.

OPTIONS

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

NEXT STEPS

47 Areas of focus for the next quarter will be:

- a) **Community Housing:** A review of DCC's existing Social Housing Policy 1997 and DCC's existing Social Housing Strategy 2010-2020 is underway and should be reported back to Council by the end of 2020.
- b) **South Dunedin Library & Community Complex:** Concept design is due for completion, once the concept design is approved the project will move into the developed design phase.
- c) **Edgar Centre:** Compliance upgrade works will proceed to construction. This work will include remediating roof leaks and a minor structural improvement to the facility.
- d) **School Street:** Work constructing ten new housing units will continue, and be designed to meet Homestar 8 standard. Project is due for completion in early 2021.
- e) **Palmyra:** Refurbishment work in block two at Palmyra housing site is due to commence and is due for completion by the end of 2020. The work includes improved insulation, new bathrooms, double glazing, electrical work, and safety improvements. Blocks three and four are due to follow over 2021 and 2022.

- f) **Dunedin Public Art Gallery:** Replacement of the atrium roof structure and membrane is due to commence.

Signatories

Author:	David Bainbridge-Zafar - Group Manager Property Services
Authoriser:	Robert West - Acting 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 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 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 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 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.

PARKS AND RECREATION ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020

Department: Parks and Recreation

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Parks and Recreation operations, maintenance and capital works, including contracted out services, for the period 1 January 2020– 30 June 2020.
- 2 Highlights for the quarter include:
 - a) Successful Freedom Camping season with visitor numbers to the city up 20%.
 - b) Te Rauone reserve improvement works planning well progressed.
 - c) Stage 1 of the Mosgiel Pool project tender process completed.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Parks and Recreation Activity Report for the two quarters ending 30 June 2020.

BACKGROUND

- 3 The Parks and Recreation activity provides public access to pools, urban green space, sports fields and facilities, recreation and leisure opportunities and a Botanic Garden of international significance.
- 4 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.
- 5 Moana Pool is open year-round, with additional services including a creche, hydro slides, gym, physiotherapy, massage and a retail shop. Mosgiel Community Pool is open seven months of the year and both the Port Chalmers Community Pool and St Clair Hot Saltwater Pool are open six months of the year. In addition, the Council provides grants for the community pool at Middlesmarch, Moana Pool and a number of school pools.
- 6 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.

- 7 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.

DISCUSSION

- 8 **Freedom Camping:** 2019-20 proved to be another busy season for freedom camping in the city, with a 20% increase of visitors, 20% reduction in complaints and a 43% reduction in Bylaw infringements.
- 9 DCC received funding from MBIE for responsible camping support. This was used to employ three Community Rangers, increase enforcement patrols, increase temporary toilet facilities, and administration support to deal with infringements.
- 10 The Community Rangers were employed to patrol a number of DCC and DOC sites across the city. Rangers operated daily from 8am – 8pm, provided education and advice to campers, and also collected data via questionnaires from campers. The range of areas covered this year increased to include several emerging hotspots. Rangers also utilised improved tools for data collection, improved PPE and improved branding/messaging.
- 11 Enforcement patrols increased this year with an additional vehicle every day during the period November 2019 to April 2020. This allowed for improved responsiveness to complaints without impacting on scheduled patrols. Patrol frequency of remote hotspots doubled with use of the additional vehicle, and this aligned with a reduction in freedom camping complaints at these sites.
- 12 Increased administrative support for monitoring and managing infringements. DCC customer service representatives managed 288 infringements this season and approximately 400 waiver, infringement and general camping inquiries.
- 13 The Thomas Burns Street site finished its trial period and performed very well, accommodating 30% of all freedom campers visiting Dunedin during this period.
- 14 **Truby King Reserve Management Plan:** Is in a final draft stage and documentation is being prepared for Council to approve for the consultation stage of the process. Parks Planning staff have a number of reserve management plans scheduled for review in coming years.
- 15 **Cemeteries:** Staff have been working with consultants to carry out a city-wide cemetery assessment to determine the capacity of Council's existing cemetery land holdings for future burials. The first stage involves four cemeteries, Allanton, Green Park, Dunedin and Waikouaiti.

- 16 Consultants have also completed the geotechnical survey work and have provided maps showing burial zones for each site. The next stage is to overlay infrastructure such as roads and paths to ensure the cemeteries are set out in the most efficient way to access the burial areas.
- 17 **Te Rauone:** Port Otago Ltd has applied for resource consent from the Otago Regional Council to construct the groynes and replenish the beach at Te Rauone. This was publicly notified and submissions closed on Monday 15 June 2020.
- 18 Staff applied for an Archaeological Authority to undertake work on the site, and this has recently been granted.
- 19 Parks staff have been working with Transport staff to finalise designs for a new car parking area directly accessible from the road frontage, which will stop cars from driving on the reserve. Construction of the new car park is expected to get underway very soon.
- 20 Parks and Urban Design staff have been working with Ara Toi staff to procure a reserve gateway art installation and this is currently out for expressions of interest.
- 21 **Playspaces Project** – Trend analysis, provision, condition and functionality assessments have been carried out, and stake holder discussions with children and with disability groups have commenced.
- 22 All marketing information is complete, and the community surveys have been ordered. This will go live on the DCC website from Friday 24 July and run through until Friday 21 August 2020.
- 23 **Tracks Project:** Further progress has been made over the past 6 months, although this has been slowed by Covid 19. The demand and trend analysis have now been completed, and the project team are working on draft signage guidelines, with the Peninsula designated as a pilot project for new signage.
- 24 The project team expect to present a draft Tracks strategic plan to Council by the end of this year which will then go out for community consultation.
- 25 **Sports ground improvements:** A number of sports ground improvements have been completed this reporting period. These include new drainage at Halfway Bush and turf renovations at North ground, Caledonian, Miller Park and Montecillo Park. New training lights have also been installed at North ground.

AQUATICS

- 26 **Fees and charges:** Good progress has been made on the Aquatics Fees and Charges review for Aquatics. It is anticipated this will be completed in time to inform the next Long-Term Plan.
- 27 **Mosgiel Pool:** The process to date has identified the site for the pool, produced a Principal's Requirement document and Stage 1 of the tender process (Registration of Interest (ROI) posted to GETS. Stage 1 of the tender process closed on 28 May 2020 and two respondents have been selected to go forward to Stage 2.
- 28 Stage 2 tenders were released to the successful respondents on 22 July 2020, with the closing date of 23 October 2020 and the evaluation to be fully completed in November.
- 29 **Moana Pool** - A comprehensive master plan report has been completed for Moana Pool. The purpose of the report is to ensure that future development of the pool will be undertaken in a

planned, logical and considered manner, as well as assisting in prioritising existing funding for capital upgrades, and informing capital requirements for the 10 year plan 2021-31. The main focus has been on addressing the siting of a new hydroslide facility, seismic strengthening, improved disability access, and upgraded changing room facilities.

- 30 An upgrade of WIFI at Moana Pool has been completed which has improved internet access to meeting rooms, and also allows access to Bluetooth music and fitness progress monitoring via newly installed gym equipment.
- 31 Moana Pool has successfully tendered for five Swimming New Zealand events over the next two years including National Division2 Championships both years.

BOTANIC GARDEN

- 32 **Information Centre:** Roof work was delayed due to COVID-19. The work was subsequently completed once the country moved to level 3.
- 33 **Aviary:** Contractors have been engaged to price works required to upgrade the enclosure in the large free flight aviary.
- 34 The two-yearly accreditation requirement for the Aviary has been completed with follow up information provided, prior to ZAA, Zoos and Aquaria Australasia making their final decision as to whether they support the Aviary as an Accredited Facility.
- 35 **Botanic Garden strategic planning:** Workshop sessions were held with Botanic Garden Staff and the committee of the Friends of the Botanic Garden prior to Covid 19 lockdown. The strategic planning work has been held up significantly by Covid 19 but will get underway again from August with consultation planned with key stakeholders.
- 36 **General:** The Opoho Road bus turnaround upgrade with the design work and contract administration undertaken by Transport Delivery was completed. This upgrade included a paved link to pedestrian access points from Arden Street to the Botanic Garden entry point on Lovelock Avenue.
- 37 Scheduled hard surface renewals were completed in the upper garden (entrance /exist accessways and the public car park) and lower garden (numerous patch repairs and overlay renewals to sections of the Main Drive and Gt King street accessway).
- 38 The ornamental iron boundary fence on Lovelock Avenue fence was repainted as scheduled and included the ornate cast iron entranceway gates and pillars.
- 39 All public events at the Botanic Garden were cancelled over the COVID-19 lockdown periods. These included Sunday Sounds and Hort Talk, several community group talks by staff and external events such as the Fringe Festival, Wild Dunedin and the New Zealand Science Festival (some of which rescheduled).

CITY SANCTUARY

- 40 The Urban Linkage Steering Committee agreed to rebrand of the Urban Linkage Predator Free Programme. The new name of the programme is "City Sanctuary". It was agreed that City Sanctuary better reflects the purpose and desired outcome of the inner-city predator free programme, which makes up part of Predator Free Dunedin.

- 41 Community engagement for City Sanctuary commenced in North Dunedin during student 'Orientation week'. An information kiosk at "O-week's tent city" attracted significant interest with over 170 students registering their interest in getting involved with the City Sanctuary project. In particular, 115 students signed up to take part in a predator 'chew-card challenge' in their backyard. Chew cards record bite marks of various predators which helps identify the species and abundance of various predators. Participants record the results of their chew-cards with City Sanctuary. This information will inform the trapping programme to be rolled out in North Dunedin.
- 42 Work is continuing on the development of the priority and pilot suburb trapping programmes.
- 43 Social media specifically relating to City Sanctuary reached over 8000 people during the reporting period.

VOLUNTEER PROGRAMME

- 44 **Green Hut Track Group:** Weekly working party (pre and post Covid lockdown) to complete track drainage, weed eating, clearing and step cutting around the following tracks: Tunnels, McRaes, Racemans and Powder Ridge, Lake Whare loop, Smithies, and Lower Swine Spur. Completed Eucalypt track down as far as the Waikouaiti Stream Junction with Possum Hut / Waikouaiti South Track. Completed Green Hut Track as far as Green Hill.
- 45 Track widening and drainage work in the Silverpeaks track network area. Clearing and trimming gorse, flax, loose branches and long grass.
- 46 **Opoho School:** have adopted Brackens View for regular clean-up, weeding, planting, and educational visits.
- 47 **Save the Otago Peninsula (STOP):** have weeded and conducted pest plant and animal control during this part of the year
- 48 **XY and WEA Walking Groups:** have restored the Cutten track which links to the Drummond sculpture on the southern lower Cutten peak.
- 49 **Monticello Ridge:** Checking the area and collecting 32 trees from Ribbonwood Nursery.
- 50 **Kellas Street Reserve:** Clearing Muehlenbeckia and Hawthorne and Trapping (Rats / Possum).
- 51 **Tomahawk Smalls Beachcare Trust:** Helping with Nursery duties, weeding, potting, watering.

OPTIONS

- 52 As this is an administrative report, there are no options.

NEXT STEPS

- 53 Areas of focus for the next quarter will be:
 - a) Freedom Camping – MBIE have communicated to Council that there will be no funding round for responsible camping initiatives in 2020-21. However, Council has allocated funding in the 2020-21 budget to enable Community Ranger and Enforcement Patrols to

continue, and an agreement between DCC and DOC has recently been signed for Community Rangers.

- b) Freedom Camping – report to Council on 2019-20 season end statistics and summary of camper questionnaire findings
- c) Freedom Camping Bylaw review - community consultation to commence in August
- d) Playspaces review – community feedback received from the engagement process will be written up and will be incorporated in to a draft Strategic Plan.
- e) Tracks – Continued condition assessments will be carried out on our tracks, in particular cycle tracks and urban resident tracks. This will be incorporated in to the Strategic Plan
- f) Truby King Reserve Management plan – Draft will be presented to the Planning and Environment Committee on 4 August 2020. Public consultation will occur between 10 August and 13 October 2020.
- g) Development of the 2021-31 Long Term Plan
- h) Te Rauone project - ongoing work
- i) Moana Pool – developing detailed design concepts for hydroslide replacement
- j) Mosgiel Pool - Principal's Requirements have been completed to support tender process and the business case appears to support the scope of the proposed facility (both current populations and projected through to 2043). Project costings will be established in early November in preparation for Council presentation in early December.

Signatories

Author:	Kelly Thompson - Personal Assistant to Group Manager Scott MacLean - Acting Group Manager Parks and Recreation
Authoriser:	Robert West - Acting General Manager City 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 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, no external engagement has been undertaken.

Engagement - internal

As this is an update report, no internal engagement has been undertaken.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

Matters are discussed with the appropriate Community Board.

3 WATERS ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020

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) Good performance against wastewater discharge resource consents.
 - c) Continued decreasing foul sewer blockage trends.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Three Waters Activity Report for the six months ending 30 June 2020.

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 impacts on the environment.

DISCUSSION

Management of Three Waters services

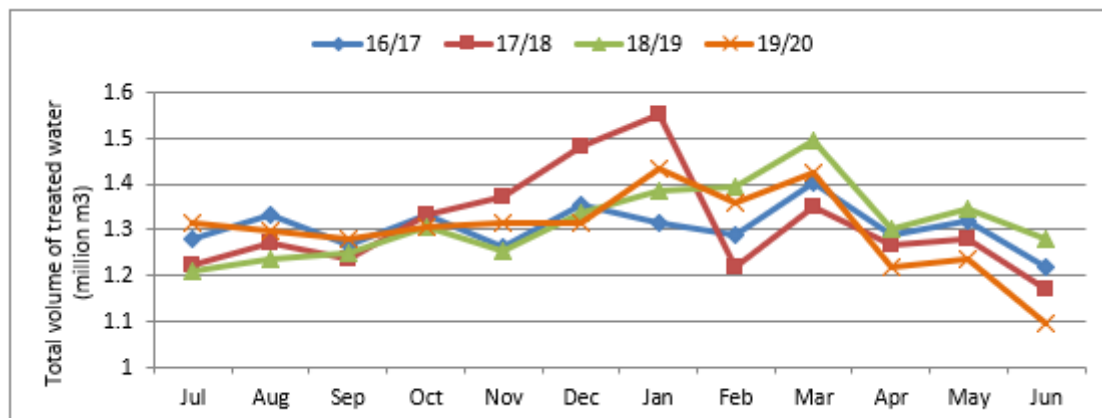
- 4 The collection, treatment, reticulation and disposal of drinking water, wastewater and stormwater are managed directly by Council. The maintenance of the water, wastewater and stormwater pipe networks is contracted to City Care Limited.
- 5 The Council's water supply service consists of four service 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, Middelmarsh, 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; Middelmarsh; Outram; Port Chalmers; and Waikouaiti/Karitane and Warrington. The stormwater network comprises 372 km of pipes and 11 pumping stations.

Non-financial performance

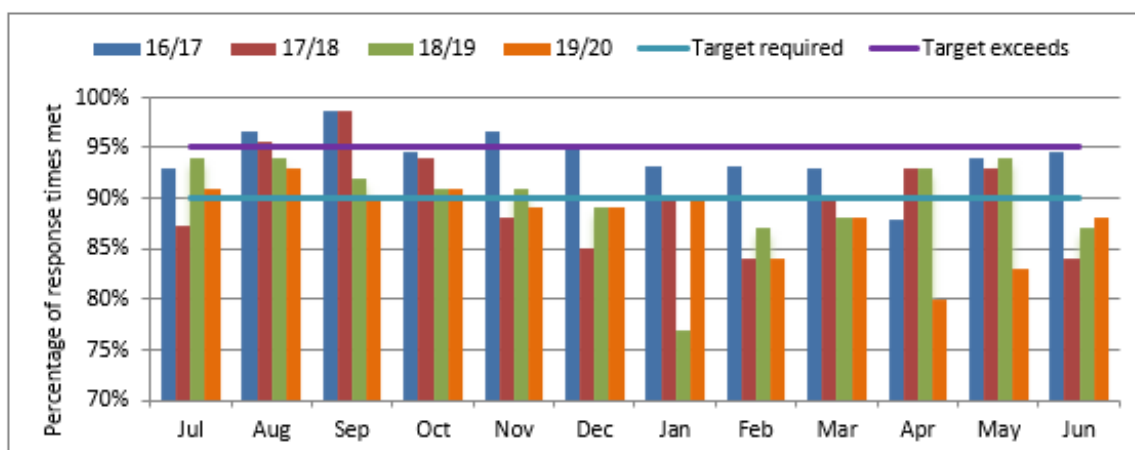
Service

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



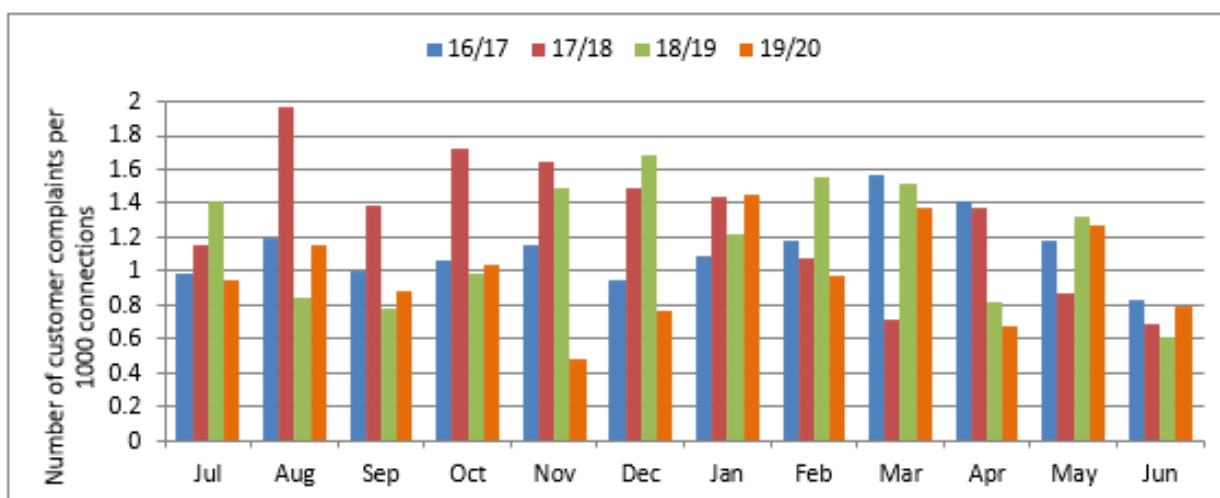
- 11 Treated water consumption across the city was below average in Quarters 3 and 4 for 2019/20, but the full year consumption is similar to previous years.

12 Figure 2: Percentage response times met ≤24hours for all 3 Waters customer calls



13 In Quarter 3 response times were just below the prescribed percentage of 90% for both wastewater and water. The stormwater response time met the prescribed percentage. Quarter 4 response times were all slightly below the prescribed timeframe of 90%. This result was impacted by a change in work practices through the Covid-19 lockdown to meet Government alert level and additional health and safety requirements.

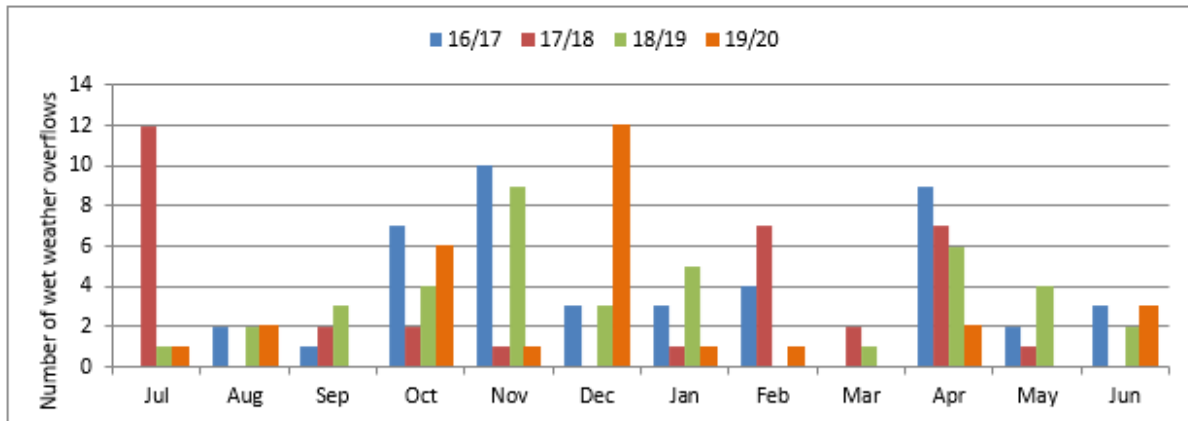
14 Figure 3: Number of customer complaints for drinking water



Customer Complaint Concerning	Number of Complaints (Quarter 3)	Number of Complaints (Quarter 4)
Continuity of supply	101	76
Drinking water clarity	33	11
Drinking water odour	3	2
Drinking water pressure or flow	31	32
Drinking water taste		
Complaints about service	6	5

15 Drinking water complaint rates have been largely consistent with previous years.

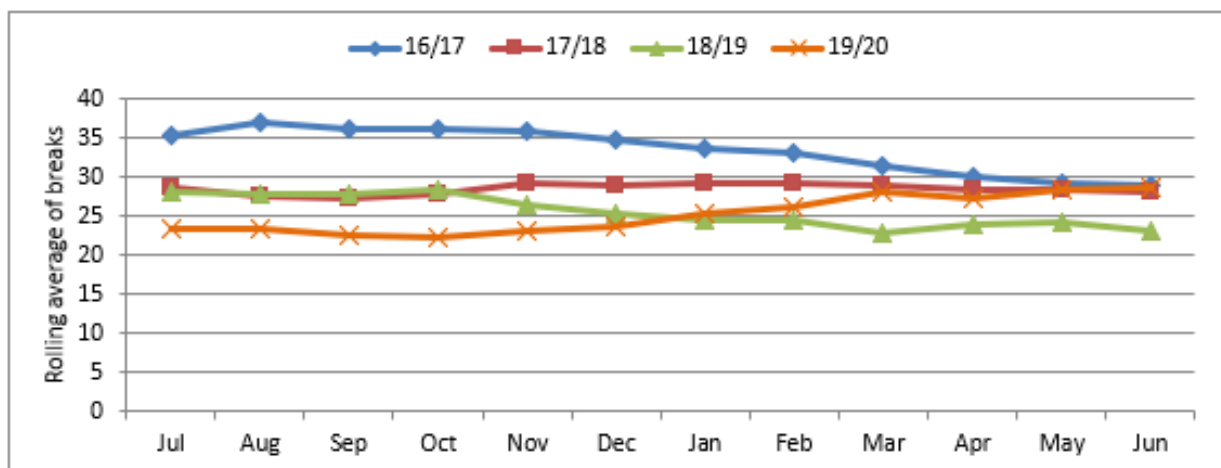
16 Figure 4: Number of wet weather wastewater overflows



17 For Quarter 3 and 4 there were seven recorded overflows across all sites. Four of these overflows were to the Kaikorai Stream.

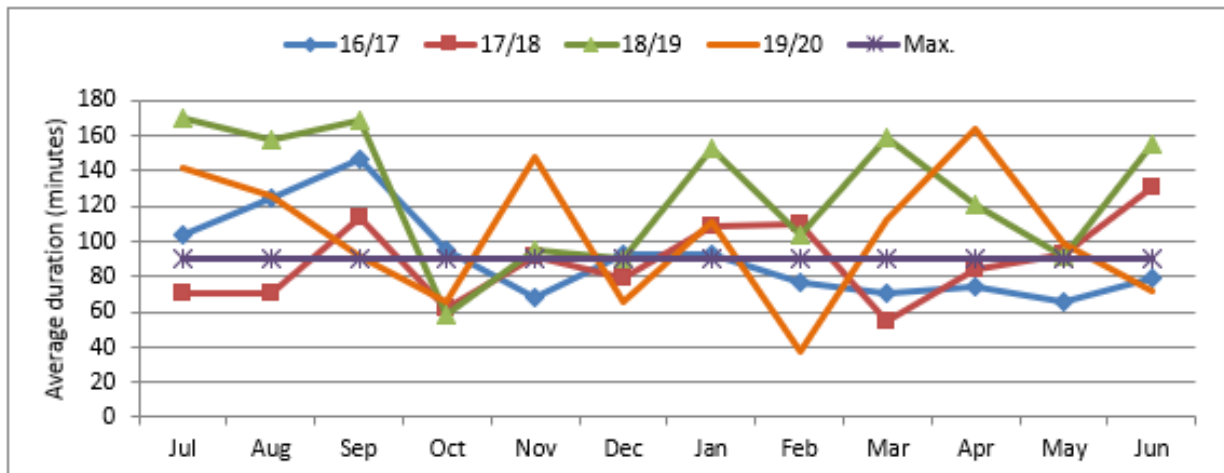
Value & Efficiency

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



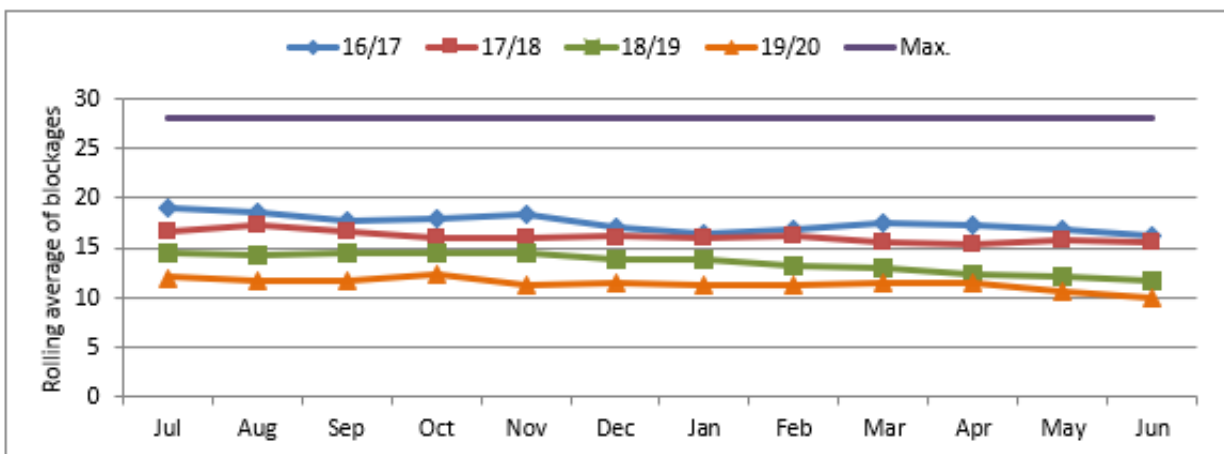
19 The watermain failure rate is comparable to previous years during Quarters 3 and 4. There has been a slight increase over the lockdown period possibly due to more pressure on the water network in the suburbs and the more recent frosty period.

20 Figure 6: Average duration of unplanned watermain shutdowns in minutes



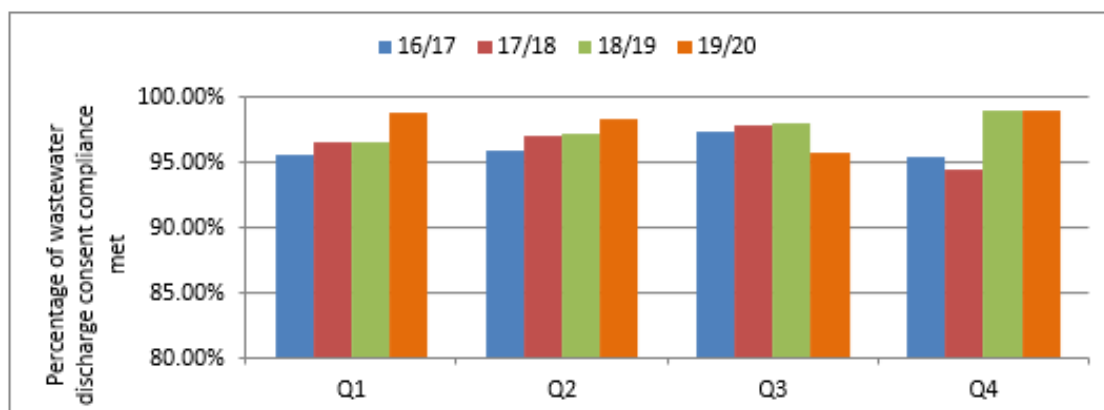
21 The trend of unplanned water shutdowns for Quarters 3 and 4 has been variable. The accuracy of reporting of the shutdowns has been tightened up with the contractor, giving more realistic shutdown timeframes. During longer shut down times a water truck is provided to supply affected households.

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



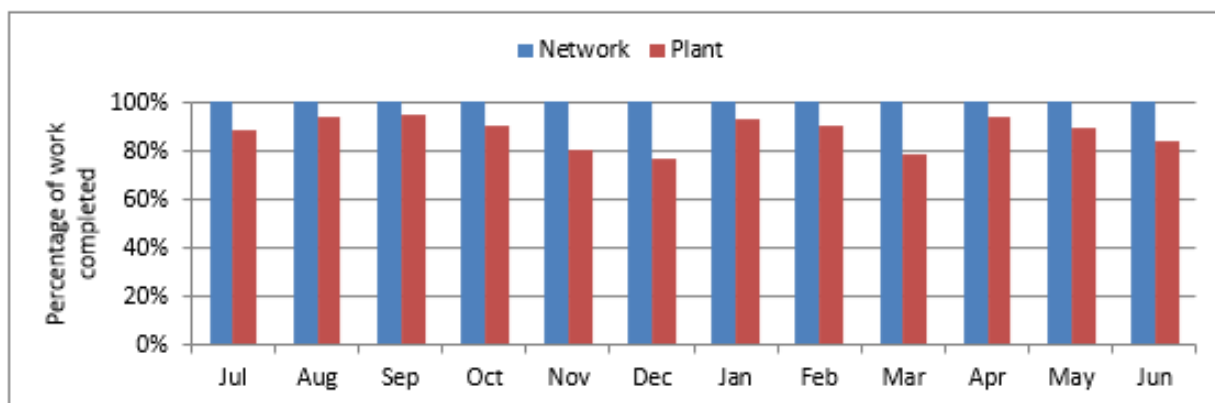
23 The number of foul sewer blockages has continued a reducing trend. It should be noted that recent blockage trends are largely caused by fat and wet wipes. Proactive cleaning of foul sewer pipelines has helped to continue to reduce the overall number of blockages in the foul sewer network.

24 Figure 8: Percentage wastewater discharge consent compliance.



25 Wastewater discharge compliance for Quarter 3 was 95.75% and Quarter 4 was 99.01%. Non-compliance was mostly caused by breaches of mean limits caused by historically high results, as well as an ongoing breach of a nitrogen limit at Warrington that the WWTP cannot meet. High rainfall resulted in 10 breaches of the discharge volume limit at Tahuna WWTP due to stormwater infiltration into the wastewater network. Environmental enterococci samples sometimes exceeded the recreational guideline, however this is thought to be due to other environmental factors as the results did not align with high results from the treatment plant discharge.

26 Figure 9: Percentage planned maintenance completed



27 In Quarters 3 and 4, 2,479 Plant planned maintenance work orders were created with 2,182 completed orders, 258 unfinished orders and 40 cancelled orders within the designated timeframes. City Care completed 100% of the 1776 planned network maintenance work orders for Quarters 3 and 4.

Major initiatives

28 **Reid Avenue and Carlyle Road Stormwater Pump Station (SWPS) Upgrades** –. The design phase of the Reid Ave station highlighted that a station upgrade may not be the most cost-effective option for flood prevention. To ensure the project achieves effective flood mitigation the pump station upgrade will be put on hold and further options will be considered. The new work plan aims to investigate Mosgiel wide initiatives and deliver some minor upgrades by the end of 2021.

- 29 **Ross Creek Refurbishment Project** – Final stage of recommissioning was successfully completed in December 2019. An application for final Building Consent Code of Compliance Certificate was made on 31 July. Fabrication of artwork continues with installation planned for Spring 2020 (delayed due to Covid19 lockdown).
- 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 August 2020. The final stage is in design preparation for an August/September 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 with ORC and property purchase negotiations. Detailed design will commence once the resource consent is confirmed. At present this is programmed to commence in September 2020 with construction expected to be completed October 2021.
- 32 **Rural Water Treatment Plants Upgrades** – This project will upgrade existing water treatment processes at Waikouaiti and West Taieri Water Treatment Plants. A temporary containerised water treatment plant was purchased and has been commissioned at the Waikouaiti Water Treatment Plant to allow the Waikouaiti Water Treatment Plant to be upgraded off line. Following completion of the Waikouaiti upgrade, the containerised plant will be relocated to West Taieri WTP.
- 33 **Water Course Programme** - there are currently 42 sites on the watercourse list, which is an increase from the 19 originally scheduled in February 2019. Long term solutions for the four highest priority sites are being actively pursued including Bath Street, Motu Street, Wills Street, and Cannington Road. Urgent work at two additional sites at Moa Street/St Leonards Drive and Careys Bay Hotel was also started in early 2020.
- 34 **St Clair – St Kilda Coastal Plan** – The engagement process for this project is now well underway with rich feedback being received online and face-to-face with the community. Many more accessible engagement opportunities are planned for the coming months. The discussions and feedback that stem from this engagement will inform the development of a sustainable plan for managing this valued coastline, with the plan being presented to Council in early 2021. Several technical work items that relate to this project are now also underway, including work focused on the Kettle Park landfill and another piece designed to help better understand the natural coastal system – to inform future management options.

OPTIONS

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

NEXT STEPS

36 Areas of focus for the next quarter will be:

- a) Continued St Clair – St Kilda Coastal Plan community engagement.
- b) Initiating delivery of the 2020/21 capital programme.
- c) Continued implementation of 3 Waters Asset Management Improvement Programme.
- d) Initiate a work programme to respond to the Central Government 3 Waters Review.
- e) Preparing and implementing changes to comply with minor changes to the Drinking Water Standards.

Signatories

Author:	Tom Dyer - Group Manager 3 Waters
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 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.

Māori Impact Statement

There are no known impacts for tangata whenua.

Sustainability

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.

LTP/Annual Plan / Financial Strategy /Infrastructure Strategy

The 3 Waters Activities are 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.

Engagement - internal

As an update report no internal engagement has been undertaken.

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

No conflicts have been identified.

Community Boards

Any issues are discussed with the appropriate Community Board.

WASTE AND ENVIRONMENTAL SOLUTIONS ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020

Department: Waste and Environmental Solutions

EXECUTIVE SUMMARY

- 1 This report updates the Committee on Waste and Environmental Solutions plans and policies, operations, maintenance and capital works, including contracted services.
- 2 Highlights for the two quarters include:
 - The Covid-19 lock-down had a significant impact on the services managed by the Waste and Environmental Solutions team; however, waste collection and disposal services were successfully maintained throughout the lockdown without incident.
 - The ongoing improvements to landfill gas collection at Green Island landfill has resulted in a reduction in the Emission Trading Scheme (ETS) Unique Emissions Factor (UEF) from 1.19 to 0.91, resulting in a reduction of approximately \$571,000 in Council's ETS liability.
 - Operational improvements at the Green Island landfill, including the installation of new litter fences and odour suppression units, installation of additional leachate control pipework, and improvements to the tipping face access road have been completed.
 - The Waste Minimisation and Management Plan 2020 (WMMP2020) and Waste Assessment 2018 were adopted by Council on 25 May 2020 following an extended public consultation period during the 2020/21 Annual Plan. 306 submissions were received with 80% in support of the amended WMMP.
 - Phase Two of the Waste Futures project has progressed on schedule, and public engagement on two alternative kerbside collection models was carried out alongside the 2020/21 Annual Plan.
 - 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 landfill have confirmed that the site could remain in operation for an additional three to five years if required.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Waste and Environmental Solutions Activity Report for the six months ending 30 June 2020.

BACKGROUND

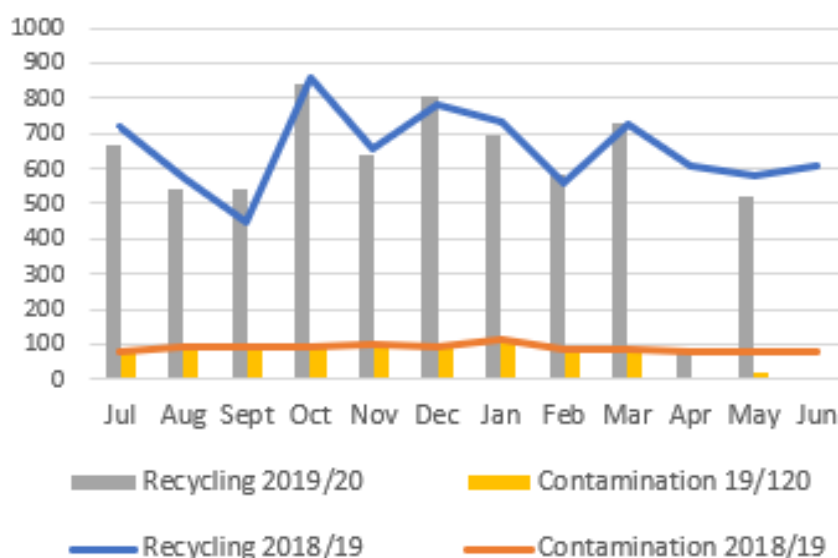
- 3 The Waste and Environmental Solutions activity provides for effective refuse and recyclables collection, resource recovery, and residual disposal in a way that protects public health and minimises impact on the environment.
- 4 The Waste and Environmental Solutions activity includes:
 - Planning and policy functions in line with Part 4 of the Waste Minimisation Act 2008: “Responsibilities of territorial authorities in relation to waste management and minimisation”.
 - Administration of Waste Minimisation Grants: Small Project Grants, Community Project/Initiative Grant, and Waste Minimisation Innovation and Development (Commercial) Grant.
 - Kerbside collection of waste and recycling for most urban and city residents and small businesses.
 - Disposal Facilities (landfill and transfer station) for waste and Resource Recovery Centre (recycling and reuse store) are provided at Council’s Green Island site. The Waikouaiti site has both a transfer station for waste disposal and recycling facilities. Middlesmarch has a transfer station and a hosted community recycling drop-off centre. Waste collected at the community transfer stations is then transferred to Green Island Landfill for disposal. Recycling is sent to the Material Recovery Centre for sorting and transportation to recycling markets.
 - Public place recycling infrastructure and servicing is provided on the streets in the CBD and Tertiary Precinct, and several satellite locations in the district.
 - Monitoring the state of the Council’s one active and five closed landfills in accordance with the conditions of consents.
 - Monitoring the usage, capacity, and condition of public place waste and recycling infrastructure, CAA cardboard collection services, and kerbside collection services.
 - Education programmes promoting “rethinking, reducing, reusing, and recycling”, cleaner production and sustainable business practice.
 - Auditing and enforcement activities aimed at increasing the quality or quantity of recovered materials.

DISCUSSION

- 5 Kerbside collection services (refuse and recyclables) are carried out by Enviroway Ltd. in urban Dunedin. Kerbside collection services in Middlesmarch are carried out by a sub-contractor to Enviroway Ltd.
- 6 The management and operation of the Green Island landfill is carried out by Waste Management Ltd. The Transfer Stations and resource recovery centres at Waikouaiti and Middlesmarch are also managed by Waste Management Ltd.
- 7 The monitoring and reporting for Council's one active and five closed landfills are carried out by GHD Ltd.
- 8 The emptying of street litter bins, including recycling bins and refuse and recycling collection services in the CBD and Tertiary Precinct, and the collection of illegally dumped rubbish, are contracted to McCallum Street Sweeping Services Ltd.

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 December 2019 to May 2020 a total of 3413.41 tonnes was diverted (the figure for June will not be available until early August). This represents a reduction of 14.23% based on the same period in 2019, when a total of 3979.85 tonnes was diverted. Contamination has decreased by 24.31% from 523.55 tonnes in 2019, to 396.25 tonnes for the same period in 2020.
- 11 Kerbside Recycling was suspended during April 2020 and the first three weeks of May 2020 due to Covid-19 lockdown. Suspension of the service had a direct impact on the reduction of both diverted material and contamination.



Major initiatives

- 12 **Waste Minimisation and Management Plan 2020** - The Draft Waste Minimisation and Management Plan 2020 (WMMP2020) and Waste Assessment 2018 were presented to the Planning and Environment Committee on 11 February 2020 and received approval to proceed through public consultation alongside the 2020/21 Annual Plan.
- 13 With the onset of the COVID-19 lockdown, the public consultation period was extended from 12 March 2020 to 24 April 2020 to ensure the public had opportunity to participate in the consultation process and lessen the disruption caused by the lockdown. 306 submissions were received with 80% of submitters in support of the Proposed WMMP 2020.
- 14 The Waste Minimisation and Management Plan 2020 (WMMP2020) and Waste Assessment 2018 were adopted by Council on 25 May 2020.
- 15 **Waste Minimisation Grants** – Following assessment in March 2020, \$30,000 was approved for 10 Community Project grant applications. To the end of June, \$3,000 has been awarded for small waste minimisation projects of \$500 or less.
- 16 **Green Island Landfill and Transfer Station Management** – The Landfill Gas collection system continues to be improved and expanded as the landfill progresses. The ongoing improvements have resulted in a reduction in the Emission Trading Scheme (ETS) Unique Emissions Factor (UEF) from 1.19 to 0.91, resulting in a reduction of approximately \$571,000 in Council's ETS liability. However, this will be off-set by recent changes to the ETS which will increase the purchase cost of future carbon credits.
- 17 The new landfill tipping face access road has been completed which will unlock airspace for the next two stages of Landfill. The installation of a second weighbridge and improvements to the layout of the resource recovery area have been decoupled due to the delays associated with ordering a weighbridge from overseas during Covid-19. The improvements to the layout of the resource recovery area and Rummage Store have progressed on schedule.
- 18 **City Recycling Facilities** – Two new facilities have been opened for use. The first facility is hosted by Countdown on Moray Place and is intended for residents living in the CBD. The second facility is hosted by the Otago Polytechnic on Forth Street and is intended to supplement the kerbside recycling service in the Tertiary Precinct. A third facility to supplement kerbside recycling in the Tertiary Precinct is due to open on 27 July 2020 and will be located next to the Marsh Study Centre on Castle Street.
- 19 **Glass Recycling in the Tertiary Precinct** – Funding from the Glass Packaging Forum was received for the purchase of two additional Glass 'Bintainers' to provide additional capacity for glass recycling in the Tertiary Precinct. Two sites have been identified and agreed with the University of Otago and DCC Parks and Recreation.
- 20 **Rural Diversion Days** – In response to an initiative to provide more diversion opportunities for rural communities, the Outram community held their first 'Hawk and Hurl' event on 15 February in conjunction with the rural skip days. This was arranged by the Mosgiel-Taieri Community board, with support from the Outram Lions Club. The Community board is keen to run the event again next year, and the Portobello Lions Club is planning to run a similar event in October this year. A 'How To' guide has been designed and published to support groups who would like to hold a Hawk and Hurl event but are not sure how to do so.

- 21 **Rural Recycling** – A trial rural recycling collection service was started in Momona but had to be suspended during the Covid-19 lockdown. The trial will be restarted in August and will run for three months.
- 22 **Internal Waste Minimisation Initiatives** – In order to improve the DCC’s sustainability performance, several sustainability initiatives are being introduced to the DCC. A Waste Audit was conducted in February to identify areas to focus on. Some initiatives have already been put in place including recycling bins installed across the Waste Water Treatment Plants, the Civic Centre, and the Dunedin Public Art Gallery, and a cup library which will be reinstalled after being suspended during Covid-19.
- 23 **Combined Community Focussed Composting and Sustainable Living Workshop** - A pilot of a combined facilitated free workshop was held in March in the Green Island community. The full day event combined composting at home education plus sustainable living topics including: consumer choice and waste minimisation, energy and water conservation, and healthy home tips. The feedback was very positive, and we will continue to offer this format to other community hubs and groups. A similar workshop planned for the Corstorphine Community Hub was postponed due to the Covid 19 lockdown.
- 24 **Waste Free Parenting Workshop** – A workshop was held in March with Kate Meads facilitating. The attendance was smaller than usual which can be attributed to conflicts with other activities happening in Dunedin in March, and therefore subsequent dates will be rescheduled.
- 25 **Changes to Kerbside Collection Acceptance Criteria** – Ongoing difficulties with finding markets for some recyclable materials, combined with increasingly stringent limits on allowable contamination, have resulted in changes to the materials accepted in the kerbside recycling service. An education campaign and advisory material has been developed to inform the public of the changes.
- 26 **KiwiHarvest Surplus Food Collection** - The initial two year contract with KiwiHarvest for the collection and distribution of surplus food from the CBD area concluded on 30 June 2020. Over the two-year period, KiwiHarvest carried out 5,387 collections from 36 inner city businesses. The total food collected over the period was 135,673 kg. The food collection service provided approximately 54,954 meal equivalents to those in need and avoided 135,673 tonnes of food waste to landfill.
- 27 KiwiHarvest have now been engaged for another two-year period which includes expanding the service to areas outside of the CBD. This will enable increased collection of surplus food that would have otherwise been disposed of to landfill. The food will continue to be distributed to where it is needed in the community.
- 28 **WasteMINZ Kerbside Waste and Recycling Audits – National/District** - Dunedin participated in a national kerbside waste and recycling audit which aimed to identify customer behaviour related to various types of kerbside collection models (Council and Commercial; bins, bags, and crate collections etc.). The audit also looked at the types of recyclable products being collected and levels of contamination (i.e. non-recyclables) entering the recycling collection system. It also measured the lost opportunity i.e. the amount of recyclables disposed of in general waste bags and bins. This information has been used to inform a study into a nationwide standardised kerbside collection model.
- 29 DCC Waste and Environmental Solutions management and staff have been engaged in discussions with the Ministry for the Environment and WasteMINZ regarding a Standardised

Kerbside collection model. A Dunedin WasteMINZ Networking Event was held on 12 March, with representatives from Dunedin, Clutha, Queenstown, and Southland Councils, commercial operators, consultants, academics, and community waste minimisation champions.

- 30 **Kerbside Recycling Audits** - A planned inspection programme for March had to be postponed due to the Covid-19 lockdown. It is planned to recommence inspections in August using a revised method to target a greater number of recycling bins and identify the minority of residents who misuse or abuse the kerbside recycling collection service. The kerbside audit and education programme has been proven to result in good behaviour change.
- 31 **Recycling Bin Latches** – Over eight hundred latches were attached to yellow lidded bins on streets which regularly have bins tip over on windy days. A flyer was left at the respective properties explaining the trial and requesting registration for feedback. Feedback was only received from twelve properties; however, the feedback suggested the trial was very successful. Latches will be fitted as standard on any future kerbside bins.
- 32 **Bike Refurbishment Programme** – As of June 2020, 338 bikes have been refurbished and gifted back to into the community in the two years since the programme began. The Malcam Trust has determined that they can refurbish and distribute 150 bikes per year. Waste and Environmental Services are investigating an option that may permit the sale of some adult bikes through the Rummage store. This will help divert some of the estimated 500 bikes received at Green Island annually.
- 33 **Rummage Store Improvement Plan** – This work was to commence at Easter 2020 but due to Covid-19 lockdown was postponed. Work began during level 3 and is due to be completed by mid-July 2020.
- 34 **Waste Futures Project** – Phase One of the project has been completed. This Phase focused on the Strategic Case and Programme Business Case 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.
- 35 Phase Two of the Waste Futures project is now almost complete, and the outcomes of this phase will be presented to Council in August 2020.
- 36 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)

- 37 Engagement on the two options was undertaken from 12 March to 24 April 2020 alongside the 2020/21 Annual Plan. The results of this engagement will be presented to Council in August 2020.
- 38 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 technical investigations have confirmed that the site could remain in operation for an additional three to five years if required.
- 39 Workstream 3 included detailed work to confirm the suitability of the designated Smooth Hill site for a Class 1 waste disposal facility, including technical site investigations and the gathering of all necessary information to complete a detailed Assessment of Environmental Effects (AEE). Site investigations are now substantively complete and have confirmed the suitability of the Smooth Hill site.

Capital projects

- 40 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 – 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

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

NEXT STEPS

- 42 Areas of focus for the next quarter will be:
- 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 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

- Continued 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
- 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

Tangata whenua will be involved in key Waste Future projects.

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 update Activity Report is considered of low significance under the Significance and Engagement Policy.

Engagement – external

As an update report no external engagement has been undertaken.

Engagement - internal

As an update report no internal engagement has been undertaken.

Risks: Legal / Health and Safety etc.

There are no identified risks.

Conflict of Interest

There are no identified conflicts of interest.

Community Boards

Any issues are discussed with the appropriate Community Board.

TRANSPORT ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020

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) The construction of the Peninsula Connection Project continues with \$16.8 million spent in the 2019/20 financial year. Section 2 between Vauxhall and MacAndrew Bay is near completion with section 7 at Turnbolls Bay completed. Construction commenced on Section 4 between Company Bay and Broad Bay.
 - b) The new 10 year Transport Maintenance Contract 8515 was mobilised during lockdown. The contract commenced on 1 May 2020 but programming and inspections commenced in April to enable the maintenance team to commence with a programme of works.
 - c) Additional funding received from Waka Kotahi (NZTA) allocated for safety has allowed for the acceleration of further safety improvements in the minor improvements programme.
 - d) Shortfalls in Waka Kotahi funding for the renewal programme remain. Applications to the shovel ready fund were made during lockdown to address this shortfall. A response is still to come.
 - e) Work continues to advance several major projects including Our Streets, Central City Plan, Tertiary Precinct and Shaping Future Dunedin Transport.

RECOMMENDATIONS

That the Committee:

- a) **Notes** the Transport Activity Report for the six months ending 30 June 2020.

BACKGROUND

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

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

DISCUSSION

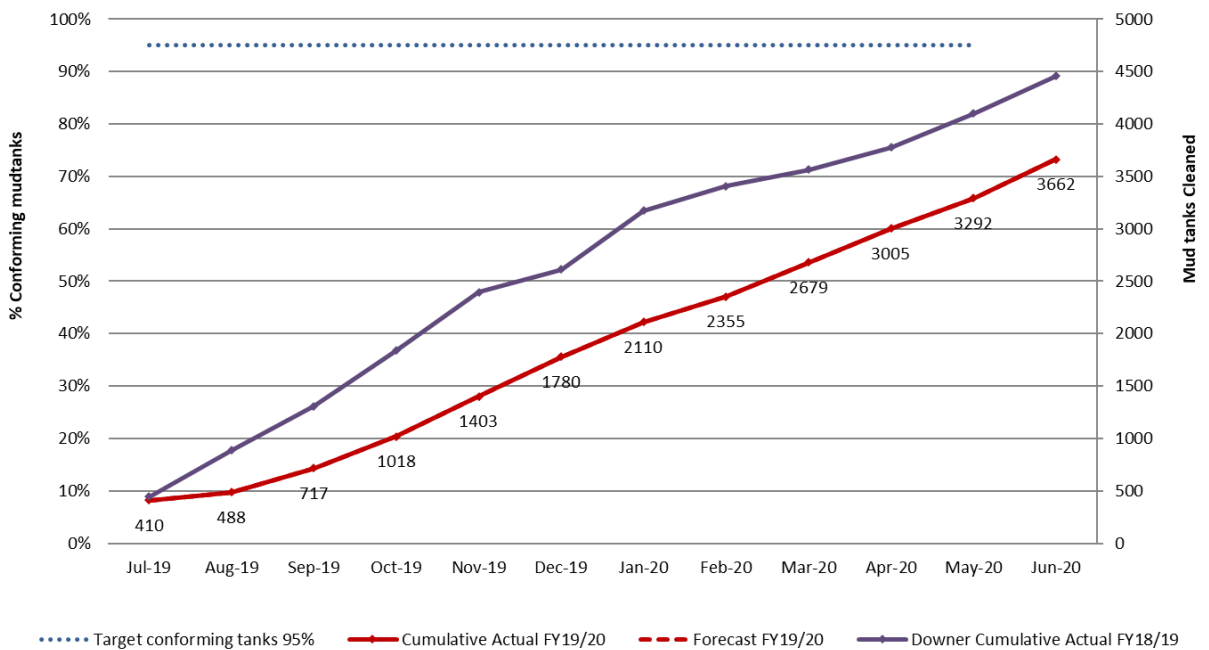
Road Maintenance Contract

- 5 The Transport Maintenance Contract 6369 delivered by Downer terminated on 30 April 2020. The new Transport Combined Maintenance Contract 8515 was tendered in June 2019. It was awarded to Fulton Hogan for ten years to April 2030 and is valued at \$293 million.
- 6 The success of contract 6369 was measured by a relevant, data driven and robust performance framework, focussing on key result areas (KRAs) 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.
- 7 These KRAs and corresponding performance measures are under development for contract 8515 with Fulton Hogan. Key result areas under this contract will have a stronger focus on sustainability in line with Council’s carbon zero 2030 goal.
- 8 The following KRA commentary pertains in majority to the service provided under outgoing maintenance contract 6369 for the period of January to April 2020.

Contract - Service Delivery

- 9 Performance is measured by network audit outcomes, adherence to programme delivery, and compliance with asset data and reporting requirements.
- 10 3,662 mud tanks or 42% of the total mud tank network have been cleaned this financial year. Cleaning continued during COVID-19 levels 4 – 3, prioritising requests on out of specification tanks.
- 11 2,993 mud tanks were inspected and 617 cleaned in May and June 2020 under contract 8515. Inspections were carried out in Dunedin South, Peninsula, Mosgiel, Fairfield and Waldronville.

Mud tank cleaning 2019/20

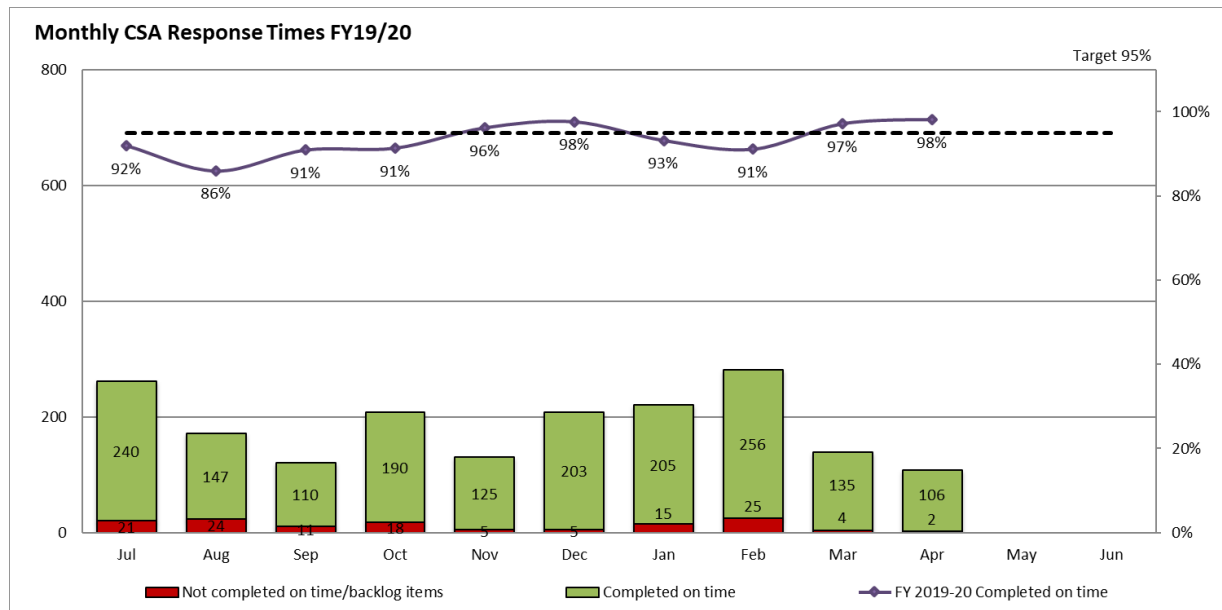


Contract - Value for Money

- 12 Performance is measured by inspection audits for work completed and the quality of claims.
- 13 Results in this area through contract 6369 with Downer were acceptable with an average score of 96% in quarter 3. Claims made have been accurate with 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.
- 14 The new maintenance contract will see the development of a maintenance intervention strategy (MIS) with supporting level of service plans. The MIS drives contract teams to select maintenance and renewal treatments that ensure network consistency, longevity and value for money. This is of paramount importance when working within Waka Kotahi's funding constraints in the final year of the three year funding cycle for renewals and maintenance programmes.

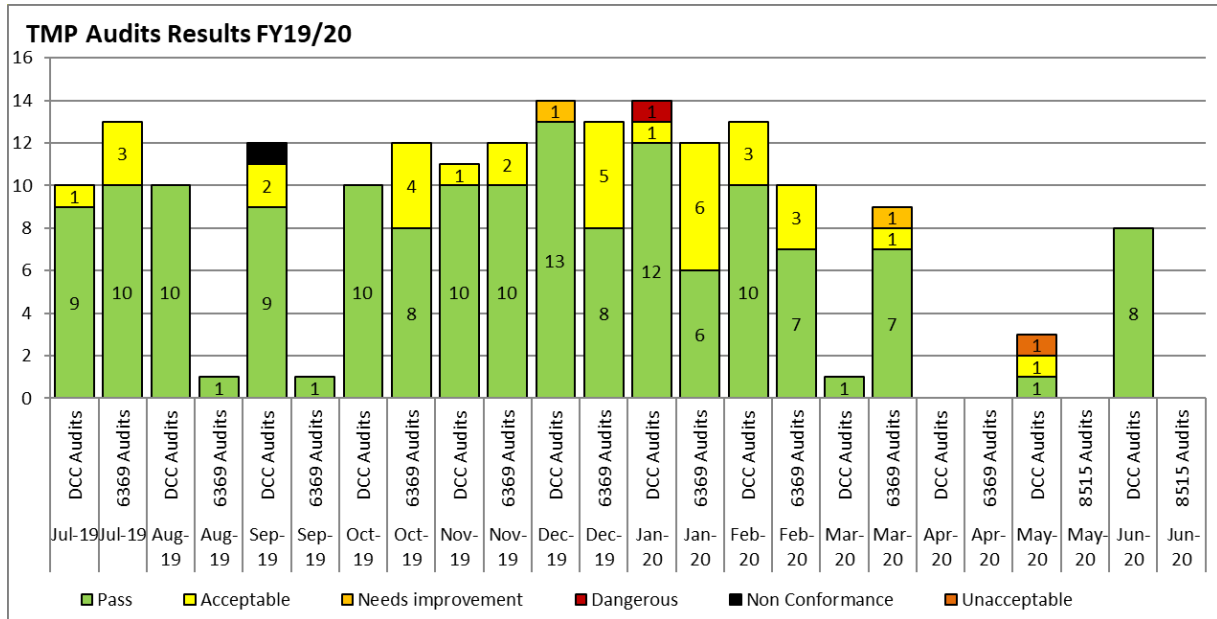
Contract - Customer Service

- 15 Performance is measured by Customer Service Agency (CSA) response times and monitoring back log requests.
- 16 95% of CSA requests were programmed or completed on time in in the four months to 30 April 2020 under contract 6369 with Downer versus a target of 95%. The largest volume of service requests continues to relate to environmental clean-up issues requesting the clearing of debris and illegal dumping.
- 17 2,064 customer requests were received in the two quarters to 30 June 2020. The largest volume of service requests relate to pothole repairs and environmental clean-up issues requesting clearing of debris and illegal dumping.



Contract - Safety

- 18 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.
- 19 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.
- 20 Of the 11 TMP audits undertaken by DCC capital delivery staff in May and June 2020, 9 sites passed, 1 was acceptable and 1 needed improvement. Maintenance team audits were not undertaken in April due to lockdown.
- 21 An independent Health and Safety (H&S) adviser was engaged in 2017/18 to undertake monthly H&S audits of contract 6369 with Downer. The process of health and safety auditing is designed to be a collective learning experience for all operational staff involved by raising awareness and knowledge of potential health and safety risks and appropriate process to mitigate them. The last audit on contract 6369 in February 2020 scored 90% with one minor non-conformance pertaining to inconsistency between a site layout and the approved traffic management plan.
- 22 The independent auditor has undertaken a review of the suitability of the health and safety documents provided to DCC for the management of road network maintenance contract 8515 in June 2020. The review cited that Fulton Hogan have a range of processes already in place for managing health and safety in relation to the contract. However due to COVID-19 delays some health and safety aspects such as training have not yet been put in place.



Major initiatives

- 23 **Capital Renewals 2019/20** – With a large proportion of renewal work procured and committed within existing contracts, Transport delivered 7.13km of kerb and channel, 22.1km of footpath, 41.8km of carriageway and 1,265 m² of retaining wall renewals.
- 24 **Capital Renewals 2020/21** - Waka Kotahi funding constraints are anticipated for 2020/21 which will significantly impact the level of renewals that can be achieved. An application was made to the shovel ready fund and a response is still to be received.
- 25 **New Maintenance Contract** – The new maintenance contract commenced during lockdown. The contract is a collaborative model with shared office space on Ward Street where DCC and Fulton Hogan teams can work along-side each other sharing resource, expertise and knowledge driving a best for network outcome. This contract represents a substantial cultural shift in how road maintenance is delivered from the traditional contractual relationship. The contract aspires to become an alliance, cost reimbursable model pending acceptable on-going performance.
- 26 **Peninsula Connection Safety Improvement Project** – Construction on Section 2 between Vauxhall and MacAndrew Bay is programmed for completion in October 2020. Section 7 which is the new retaining wall adjacent to the existing retaining wall at Turnbills Bay has been completed. Construction on Section 4 between Company Bay and Broad Bay has commenced and is expected to be completed in the first half of the 2020/21 financial year
- 27 **Urban Cycleway Programme** – The Arterials cycleways project seeks to close gaps in the cycling network across Dunedin to move towards a joined-up network of cyclepaths. The single stage business case for the Arterials Cycleways is progressing and the design safety audit is currently underway. The Tunnel Trail cyclepath links Dunedin and Mosgiel and the single stage business case and preliminary design work have recently been awarded to Bonisch. The Harbourlink cycleway construction will be completed in the 2020/21 financial year. Contracts have been let with Fulton Hogan for construction and with KiwiRail for the St Andrews Street level crossing. Further cycleway or walking trails can be requested by the community through their Community Boards and/or the long term plan consultation period.

- 28 **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. Streets highlighted for improvement in the project include; Bank Street and George Street (North Dunedin), Factory Road and Bush Road (Mosgiel), Forbury Road (South Dunedin), Hillside Road and Orari Street (South Dunedin), Main Road and Main South Road (Fairfield), Musselburgh Rise and Silverton Street (Musselburgh), Serpentine Avenue and MacLaggan Street (City Rise), South Road (Caversham). Waka Kotahi has 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.
- 29 **City to Harbour Bridge Connection** – Project currently on hold, awaiting direction to proceed with the next stage from Council.
- 30 **Tertiary Precinct** – The indicative business case and preliminary design work has been awarded to AECOM. The business case includes investigation into work required for the renewal of the 3 waters assets. A recent bid for the Tertiary Precinct for co-funding from the Waka Kotahi's innovating streets fund was also successful.
- 31 **George Street** – Engagement with the Central City Advisory Group (CCAG) was held on the 24th July 2020. Agreement was reached at the CCAG to review the work completed to date on George Street and report back to that group on the 17th September. The team will continue to progress investigation work for 3 Waters asset renewal design.
- 32 **LED Street Light Installation** – Installation is underway. Approximately 3,313 new LED lights have been installed to date predominantly in Brighton, Allanton, Outram, Middlemarch, Abbotsford, Green Island, Waverley and the water front area.
- 33 **Shaping Future Dunedin Transport** – The first stage of public engagement was completed in June 2020. A lot of engagement was received via the social pin point site. Work continues to summarise that feedback and to continue engagement with the community.
- 34 **Minor Improvement Projects (low cost, low risk projects)** – Additional Waka Kotahi funding was made available for the safety improvements programme with total budget of \$15.1 million for the three year period ending 30 June 2021. This resulted in the 2019/20 DCC budget being increased by \$5.5 million in late December 2019.

Low Cost/Low Risk Safety projects completed in 2019/2020 include: -

- a) Central City School Cluster
- b) Brown Street stages 2 and 3
- c) 9 Schools Speed Limit temporary installations
- d) Great King St/Frederick St Barnes Dance conversion
- e) Kaikorai Valley Road Smart Pedestrian Crossing installation
- f) Maori Rd road safety improvements
- g) 44 Variable School Speed limit signs installed around the Central Schools Cluster, Bayfield, Kaikorai Valley, Fairfield, East Taieri, George Street and Dunedin North

- h) Sawyers Bay School road safety improvements
- i) Grants Brae School road safety improvements
- j) George St midblock signalised crossing safety improvements

Projects planned for completion in the National Land Transport Plan (NLTP) period (2019/20 and 2020/21)

- a) Blackhead Road footpath and roundabouts at Blackhead Rd/Tunnel Beach Rd and Blackhead Rd/Emerson St (Enhanced FAR rate of 71%) 2020/21
- b) Forbury / Bayview / Allandale roundabout
- c) 15 Schools speed management projects
- d) Mobility crossings (2021 package). Value \$315k, designs underway
- e) Road safety barrier package (2021 package)
- f) Wharf Street / Roberts Street intersection upgrade

OPTIONS

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

NEXT STEPS

36 Areas of focus for the next quarter will be:

- Continue with the LED Implementation.
- Continue development of KRAs and maintenance intervention strategy for the new 10 year maintenance contract 8515.
- Continue to advance with the minor safety improvement programme.
- Prepare for the 2020/2021 renewal programme.
- Prepare for the next NLTP funding round for 2021/23.
- Continue to advance with the major projects.

37 Speed data can be found as an appendix to this report. There has been little change in the areas of overspeed in the past three years and whilst overall compliance with posted speeds is reasonable there is one area where the speed is significantly higher than the posted level.

Signatories

Author:	Merrin Dougherty - Asset and Commercial Manager, Transport
Authoriser:	Jeanine Benson - Group Manager Transport Simon Drew - General Manager Infrastructure Services

Attachments

	Title	Page
⬇️A	Speed data report	63

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 checked="" 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 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 checked="" 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.

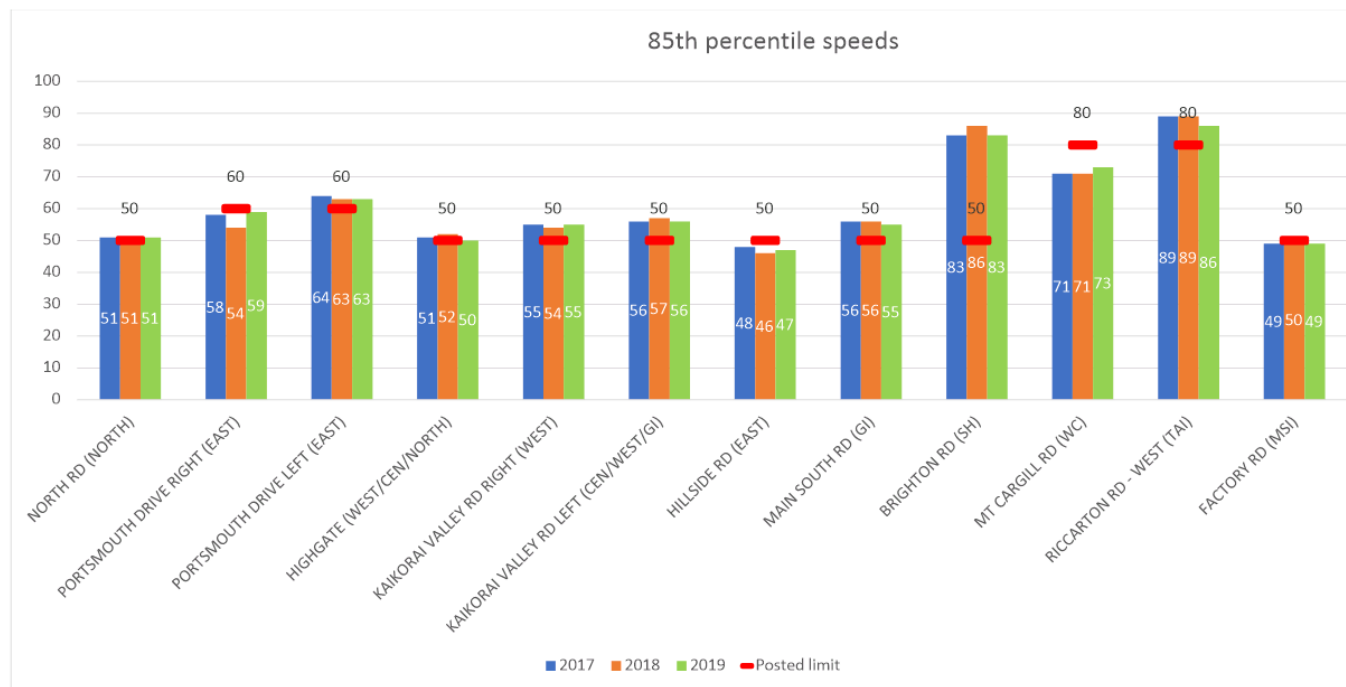
There are no identified risks

Conflict of Interest

There are no known conflicts identified.

Community Boards

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



NAMING OF NEW ROADS AND PRIVATE WAYS

Department: Transport

EXECUTIVE SUMMARY

- 1 This report seeks approval of road names for two private way roads. The road names proposed by the developers have been assessed against the DCC Road Naming Policy, and all the road names comply.

RECOMMENDATIONS

That the Committee:

- a) **Names** a private way off Pembrey Street, Mosgiel as 'Cosgrove Place'.
- b) **Names** a private way off Hill Road, Warrington as 'Okahau Terrace'.

BACKGROUND

- 2 The Road Naming Policy provides the framework for timely and consistent naming of roads that reflect the identity of the local community. For reference, the Road Naming Policy and Road Naming Procedure can be accessed on the DCC website at www.dunedin.govt.nz/road-naming.

DISCUSSION

- 3 Developers have provided proposed and alternative road names for two private way roads.
- 4 The following table provides a summary of the road names proposed by the developers, and their compliance with the Road Naming Policy. Additional details, including a full assessment for each proposed road name and the location/map of the new roads are provided in the attachments.

Summary of proposed road names

Location of road	Proposed road name	Alternative road name	Recommended road name
Private way off Pembrey Street, Mosgiel (Attachments A and B)	Cosgrove Place	There is no alternative name	Cosgrove Place

Location of road	Proposed road name	Alternative road name	Recommended road name
Private way off Hill Road, Warrington (Attachments C and D)	Okahau Terrace	Settlers Terrace	Okahau Terrace

OPTIONS

Option One – Name the two private ways as recommended

Advantages

- The recommended road names comply with the similarity, spelling, length and appropriateness criteria of the Road Naming Policy.
- The roads are named, and landowners gain a street address, allowing them to progress with building and access to services.

Disadvantages

- There are no significant disadvantages identified with this option.

Option Two – Council does not name the roads (alternative option)

Advantages

- There are no significant advantages identified with this option.

Disadvantages

- The roads will not have a name which will inconvenience new property owners within the subdivisions.

NEXT STEPS

- 5 If the road names are approved, staff will process the required documentation and advise the developers and Land Information New Zealand of the new road names.
- 6 If the name is not approved, staff will review the road name register for an alternative.

Signatories

Author:	Tami Sargeant - Team Leader Regulatory Management - Transport
Authoriser:	Jeanine Benson - Group Manager Transport Simon Drew - General Manager Infrastructure Services

Attachments

	Title	Page
A	Name road assessment private way off Pembrey Street - Cosgrove Place	68
B	Brooklands Village development map	69

↓C	Name road assessment private way off Hill Road - Okahau Terrace	70
↓D	Warrington Hill Road development map	72

SUMMARY OF CONSIDERATIONS

Fit with purpose of Local Government

This decision supports the social, environmental and cultural well-being of communities in the present and for the future.

Fit with strategic framework

	Contributes	Detracts	Not applicable
Social Wellbeing Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Economic Development Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environment Strategy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>

This is an administrative function.

Māori Impact Statement

Puketeraki Rūnaka support the proposed road name of Okahau Terrace off Hill Road, Warrington.

Sustainability

There are no implications for sustainability.

10 year plan/Annual Plan / Financial Strategy /Infrastructure Strategy

There are no implications for the 10 year plan.

Financial considerations

There are no financial implications.

Significance

The significance of this decision is considered low in terms of the Council's Significance and Engagement Policy.

Engagement – external

There has been engagement with the developers.

Engagement – internal

There has been engagement with BIS, Transport and the Kaiwhakamaherehere.

Risks: Legal / Health and Safety etc.

There are no known risks.

Conflict of Interest

There are no known conflicts of interest.

Community Boards

Private ways are in the Mosgiel-Taieri Community Board and Waikouaiti Coast Community Board areas. The Community Boards support the proposed names.

Dunedin City Council proposed road name assessment

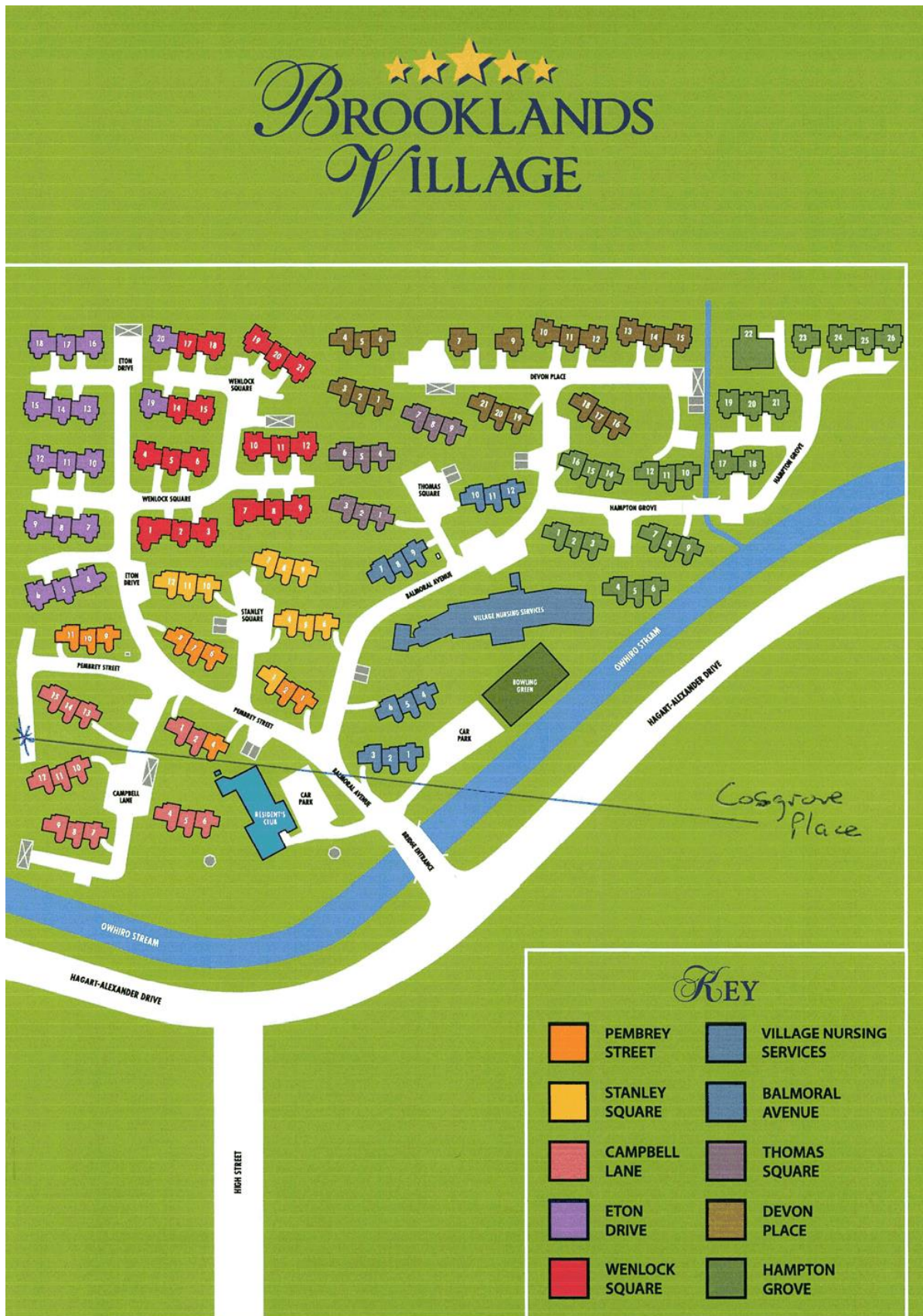
Private way off Pembrey Street, Mosgiel

Proposed road name	Cosgrove Place
Description	Cosgrove used to be a performance car engine for Ford in the past.

Road Naming Policy criteria	Complies	Transport comment
4.1 New road names shall not be the same as, or similar to, existing road names within the city.	Yes	Cosgrove is not the same as, or similar to any existing road names in the city.
4.2 Roads are to have only one name.	Yes	
4.3 Roads names must be spelled correctly, interpreted correctly, and not be offensive. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person.	Yes	'Cosgrove' follows a theme of street names within the development.
4.4 Roads should not be named after any commercial organisation or any living or recently deceased person.	Yes	
4.5 Road names must not be anagrams, amalgamations or derivatives of people's names.	Yes	
4.6 Names should be 15 characters or less including spaces but excluding suffix.	Yes	'Cosgrove' is 8 characters.
4.7 Short names should be proposed for short streets for mapping purposes.	Yes	
Road name suffix	Yes	'Place' is a short sometimes narrow enclosed roadway or cul-de-sac.
Community Board	Yes	The Mosgiel-Taieri Community Board supports the proposed road name.
Consultation	N/A	

Overall assessment	'Cosgrove Place' complies with the criteria of the Road Naming Policy.
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Alternative road name	The developer has not provided an alternative road name.
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Dunedin City Council proposed road name assessment

Road name assessment for a private way off Hill Road, Warrington

Proposed road name	Okahau Terrace
Description	Okahau is the Māori name for Warrington.

Road Naming Policy criteria	Complies	Transport comment
4.1 New road names shall not be the same as, or similar to, existing road names within the city.	Yes	'Okahau' is not the same as, or similar to any other road names in Dunedin.
4.2 Roads are to have only one name.	Yes	
4.3 Roads names must be spelled correctly, interpreted correctly, and not be offensive. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person.	Yes	'Okahau' is the Māori name for Warrington.
4.4 Roads should not be named after any commercial organisation or any living or recently deceased person.	Yes	
4.5 Road names must not be anagrams, amalgamations or derivatives of people's names.	Yes	
4.6 Names should be 15 characters or less including spaces but excluding suffix.	Yes	'Okahau' is 6 characters.
4.7 Short names should be proposed for short streets for mapping purposes.	Yes	
Road name suffix.	Yes	'Terrace' is a roadway usually with houses on either side raised above the road level.
Community Board	Yes	The Waikouaiti Coast Community Board supports the proposed road name.
Consultation	Yes	Puketeraki Rūnaka support the proposed road name.

Overall assessment	'Okahau Terrace' complies with the Road Naming Policy.
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Alternative road name	Settlers Terrace
Description	Name selected from the DCC road name register. References a person or group of people who settle in a new country or area.

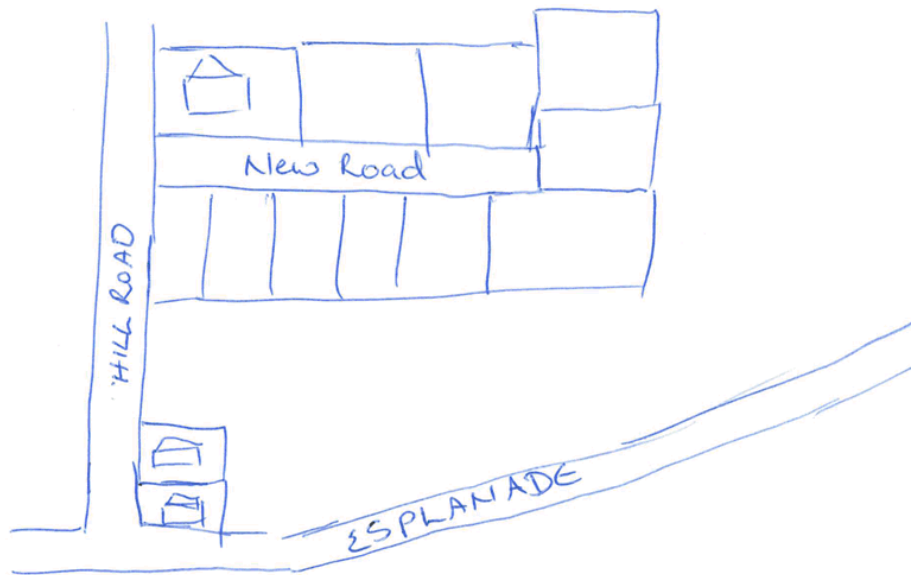
Road Naming Policy Criteria	Complies	Transport comment
4.1 New road names shall not be the same as, or similar to, existing road names within the city.	Yes	'Settlers' is not the same as, or similar to any other road names in Dunedin.
4.2 Roads are to have only one name.	Yes	
4.3 Roads names must be spelled correctly, interpreted correctly, and not be offensive. Names must reflect historical, geographical or cultural significance associated with the area, a common or established theme in the area or the name of a noteworthy person.	Yes	'Settlers' generically references the history of the Warrington area.
4.4 Roads should not be named after any commercial organisation or any living or recently deceased person.	Yes	
4.5 Road names must not be anagrams, amalgamations or derivatives of people's names.	Yes	
4.6 Names should be 15 characters or less including spaces but excluding suffix.	Yes	'Settlers' is 8 characters.
4.7 Short names should be proposed for short streets for mapping purposes.	Yes	
Road name suffix.	Yes	'Terrace' is a roadway usually with houses on either side raised above the road level.
Community Board	Yes	The Waikouaiti Coast Community Board supports the proposed road name.
Consultation	N/A	

Overall assessment	'Settlers Terrace' complies with the Road Naming Policy.
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LOCATION OF PROPOSED NEW ROAD (SITE PLAN / MAP ATTACHED)

Will this road be ☒ Private or ☐ Public

Please describe and / or draw the location and any connecting roads: (e.g. new road off Smith Street or new private way off 300 Jane Street).



ATTACHMENTS TO SUPPORT YOUR APPLICATION

Please attach the following:

- ☐ Site plan / map of the proposed area attached.
- ☐ Evidence of support for the new road name.
E.g. Manawhenua views, relatives of named person or affected property owners

Need help?

Should you require further information please contact Transport on 03 474 4000 or email us Transport@dcc.govt.nz

ITEMS FOR CONSIDERATION BY THE CHAIR