

**Notice of Meeting:**

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

**Date:** Monday 16 November 2020  
**Time:** 1.00 pm  
**Venue:** Edinburgh Room, Municipal Chambers,  
The Octagon, Dunedin

Sandy Graham  
Chief Executive Officer

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**Infrastructure Services Committee**  
**PUBLIC AGENDA**

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**MEMBERSHIP**

|                           |                    |                      |
|---------------------------|--------------------|----------------------|
| <b>Chairperson</b>        | Cr Jim O'Malley    |                      |
| <b>Deputy Chairperson</b> | Cr Jules Radich    |                      |
| <b>Members</b>            | 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** Jennifer Lapham

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Jennifer 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 - Fiona Clements**

Fiona Clements will be in attendance to discuss resource recovery.

**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**

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### **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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| Councillor Register of Interest - Current as at 11 November 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                                | Dunedin Hospital Local Advisory Group                               | 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                                                    | 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. |
|                                                                  | Chairperson                           | 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. |

| Name              | Responsibility (i.e. Chairperson etc)   | Declaration of Interests                                                                                      | Nature of Potential Interest                                  | Member's Proposed Management Plan                                                                                                  |
|-------------------|-----------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
|                   | 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. |
|                   | 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.                                               |
|                   | Delegation holder                       | Second Generation District Plan (2GP) Authority to Resolve Appeals on behalf of Council (Council appointment) | No conflict identified.                                       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                   | Member                                  | Dunedin Hospital Local Advisory Group                                                                         | 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                | Kaffellogic                                                                                                   | 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.                                               |
|                   | <b>Member</b>                           | <b>Dunedin Trails Networks Trust</b>                                                                          | <b>No conflict identified</b>                                 | <b>Seek advice prior to the meeting if actual or perceived conflict of interest arises.</b>                                        |
|                   | 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.                                               |



| Name            | Responsibility (i.e. Chairperson etc) | Declaration of Interests                                                      | Nature of Potential Interest                           | Member's Proposed Management Plan                                                                                                                      |
|-----------------|---------------------------------------|-------------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | Member                                | Toitu Otago Settlers Museum Board (Council appointment)                       | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Member                                | Café Logic Advisory Group                                                     | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
| Christine Garey | 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.                     |
|                 | Personal Submitter                    | Speed Limit Bylaw                                                             | May be a conflict when the Bylaw is adopted at Council | Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting.                     |
|                 |                                       | 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.                                                                   |
|                 | Member                                | Local Government New Zealand Zone 6 Committee (Council Appointment)           | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
| Doug Hall       | Director/Owner                        | Hall Brothers Transport Ltd                                                   | May contract and provide service to DCC                | Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required. |
|                 | Director/Owner                        | Dunedin Crane Hire                                                            | May contract and provide service to DCC                | Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required. |
|                 | Director/Owner                        | Wood Recyclers Ltd                                                            | May contract and provide service to DCC                | Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required. |
|                 | Director/Owner                        | Dunedin Concrete Crushing Ltd                                                 | May contract and provide service to DCC                | Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required. |
|                 | Director/Owner                        | Anzide Properties Ltd - Dunedin                                               | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Director/Shareholder                  | The Woodshed 2014 Limited                                                     | May contract and provide service to DCC                | Withdraw from discussion and leave the table. If in confidential leave the room. Seek prior approval from Office of the Auditor General when required. |
|                 | Owner                                 | Property Ownership - Dunedin                                                  | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Shareholder                           | Farmlands                                                                     | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Shareholder                           | Ravensdown Fertiliser                                                         | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Shareholder                           | PGG Wrightson                                                                 | Currently no likely conflict                           | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Shareholder                           | Silver Fern Farms                                                             | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |
|                 | Director/Shareholder                  | Valley View Development Limited                                               | No conflict identified                                 | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                                                   |

| Name            | Responsibility (i.e. Chairperson etc)                                              | Declaration of Interests                                                 | Nature of Potential Interest | Member's Proposed Management Plan                                                                                                  |
|-----------------|------------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
|                 | Shareholder                                                                        | Geekfix Limited                                                          | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Trustee                                                                            | Hall Family Trust, Invercargill                                          | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Director                                                                           | Milburn Processing Limited                                               | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Donor of the use of a building free of charge to the group                         | Fire Brigade Restoration Society                                         | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Appellant                                                                          | 2GP                                                                      | Appellant to the 2GP         | Withdraw from discussion and leave the table. If the meeting is in confidential, leave the room. Seek advice prior to the meeting. |
|                 | 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.                                               |
|                 | Member                                                                             | Toitu Otago Settlers Museum Board (Council appointment)                  | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
| Carmen Houlahan | Owner                                                                              | Residential Property - Dunedin                                           | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Owner                                                                              | Rental Property - North Dunedin                                          | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Part Owner                                                                         | Adobe Group Ltd, Wanaka                                                  | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Member                                                                             | Dunedin Rotary Club                                                      | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Member                                                                             | Institute of Directors                                                   | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Member                                                                             | Otago Property Investors Association                                     | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Company Owner/Sole Director                                                        | Shelf Company - RU There                                                 | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Member                                                                             | Toitu Otago Settlers Museum Board (Council appointment)                  | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|                 | Member                                                                             | Dunedin Public Art Gallery Acquisitions Committee (Council appointment)  | Possible grants recipient    | Withdraw from discussion and leave the table. If in confidential leave the room. Seek advice prior to the meeting.                 |

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

| Name         | Responsibility (i.e. Chairperson etc) | Declaration of Interests                                | Nature of Potential Interest | Member's Proposed Management Plan                                                                                  |
|--------------|---------------------------------------|---------------------------------------------------------|------------------------------|--------------------------------------------------------------------------------------------------------------------|
|              | Director                              | Mosgiel Rotary Club                                     | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                               |
|              | Member                                | Mosgiel RSA                                             | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                               |
|              | Member                                | National Party                                          | No conflict identified       | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                               |
|              | 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.                               |

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

| Name          | Responsibility (i.e. Chairperson etc) | Declaration of Interests                                                                                                | Nature of Potential Interest                                                              | Member's Proposed Management Plan                                                                                                  |
|---------------|---------------------------------------|-------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| Chris Staynes | Chairman                              | Cargill Enterprises                                                                                                     | Contractor and service provider to DCC                                                    | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.                                    |
|               | Director                              | Wine Freedom                                                                                                            | Supplier to DCC                                                                           | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room.                                    |
|               | Patron                                | Otago Model Engineering Society                                                                                         | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | Balmacewen Lions Club                                                                                                   | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Trustee                               | Otago Southland Manufacturers Association Trust                                                                         | Possible co-funder of ED project. Duties to the Trust may conflict with duties of Council | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.  |
|               | Deputy Chair                          | Cancer Society of Otago/Southland                                                                                       | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | 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. |
| Lee Vandervis | Member                                | Social Well Being Advisory Group (Council appointment)                                                                  | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | Local Government New Zealand Zone 6 Committee (Council appointment)                                                     | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               |                                       |                                                                                                                         |                                                                                           |                                                                                                                                    |
| Lee Vandervis | Director                              | Lee Vandervis, Antonie Alm-Lequeux and Cook Allan Gibson Trustee Company Ltd - Residential Property Ownership - Dunedin | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Director                              | Bunchy Properties Ltd - Residential Property Ownership - Dunedin                                                        | No conflict identified                                                                    | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Owner                                 | Vandervision Audio and Lighting - Hire, Sales and Service Business                                                      | May contract and provide service to DCC                                                   | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.  |
| Steve Walker  | 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.  |

| Name          | Responsibility (i.e. Chairperson etc) | Declaration of Interests                                           | Nature of Potential Interest                                                             | Member's Proposed Management Plan                                                                                                  |
|---------------|---------------------------------------|--------------------------------------------------------------------|------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
|               | Chairperson                           | West Harbour Beautification Trust                                  | Potential conflict WHBT work with Parks and Reserves to co-ordinate volunteer activities | Withdrawal from all West Harbour Beautification Trust/ DCC discussions involving this relationship.                                |
|               | Member                                | Orokonui Ecosanctuary                                              | Potential grants recipient                                                               | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.  |
|               | Member                                | Port Chalmers Golf Club                                            | No conflict identified                                                                   | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | Keep New Zealand Beautiful                                         | Potential grants recipient                                                               | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.  |
|               | Member                                | Society of Beer Advocates                                          | No conflict identified                                                                   | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | New Zealand Labour Party                                           | No conflict identified                                                                   | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | Port Chalmers Historical Society                                   | Potential grants recipient                                                               | Withdraw from discussion and leave the table. If the meeting is in confidential leave the room. Seek advice prior to the meeting.  |
|               | Owner                                 | Residential Property - Dunedin                                     | No conflict identified                                                                   | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Shareholder                           | Various publicly listed companies                                  | No conflict identified                                                                   | Seek advice prior to the meeting if actual or perceived conflict of interest arises.                                               |
|               | Member                                | 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.                                               |
|               | 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                                | Dunedin Community House Executive Committee                        | 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.                                               |



## **CONFIRMATION OF MINUTES**

### **INFRASTRUCTURE SERVICES COMMITTEE MEETING - 3 AUGUST 2020**

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#### **RECOMMENDATIONS**

That the Committee:

**Confirms** the minutes of the Infrastructure Services Committee meeting held on 03 August 2020 as a correct record.

#### **Attachments**

| <b>Title</b>                                                                                                                                                   | <b>Page</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| A  Minutes of Infrastructure Services Committee meeting held on 3 August 2020 | 18          |

## **Infrastructure Services Committee**

### **MINUTES**

**Minutes of an ordinary meeting of the Infrastructure Services Committee held in the Edinburgh Room, Municipal Chambers, The Octagon, Dunedin on Monday 3 August 2020, commencing at 1.00 pm**

#### **PRESENT**

|                           |                    |                      |
|---------------------------|--------------------|----------------------|
| <b>Chairperson</b>        | Cr Jim O'Malley    |                      |
| <b>Deputy Chairperson</b> | Cr Jules Radich    |                      |
| <b>Members</b>            | 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   |                      |

#### **IN ATTENDANCE**

Sandy Graham (Acting Chief Officer), Simon Drew (General Manager Infrastructure Services), Robert West (Acting General Manager City Services), Scott MacLean (Acting Group Manager Parks and Recreation Services), David Bainbridge-Zafar (Property Services Manager), Jeanine Benson (Group Manager Transport), Chris Henderson (Group Manager Waste and Environmental Solutions), Tom Dyer (Group Manager 3 Waters), Josh Van Pien (Transport Delivery Manager), Graham McKerracher (Communications and Marketing Manager) and Clare Sullivan (Team Leader Civic)

**Governance Support Officer** Jennifer Lapham

## **1 PUBLIC FORUM**

### **1.1 Public Forum - Sam and Christine Neill**

Sam and Christine Neill spoke to the Committee regarding sealing a 500 metre stretch outside their house on Allans Beach Road. They advised that with the increase in traffic they are having issues with dust being blown towards their home and polluting their water supply.

## **1.2 Public Forum - Paul Cully**

The Mayor withdrew from this item.

Mr Paul Cully requested that the Council install some mobility parking around the Arthur Street School area. He advised that he had twin sons who had recently been diagnosed with autism and having a mobility park would enable them to safely pick up and drop off their sibling.

In response to a question staff advised that they were currently working on a this as part of the next consultation process on parking.

Moved (Cr Jim O'Malley/Cr Steve Walker):

That the Committee:

**Extend** the time limit for the public forum beyond 30 minutes.

**Motion carried**

Cr Hall entered the meeting in 1.31 pm.

## **1.3 Public Forum – Lyndon Weggery**

Mr Lyndon Weggery spoke to speak on Green Island Landfill and the proposed transfer to Smooth Hill and expressed concerns regarding the management of the landfill.

## **2 APOLOGIES**

An apology was received from Cr Doug Hall for lateness.

Moved (Cr Jim O'Malley/Cr Marie Laufiso):

That the Committee:

**Accepts** the apology for lateness from Cr Hall.

**Motion carried**

## **3 CONFIRMATION OF AGENDA**

Moved (Cr Jim O'Malley/Cr Steve Walker):

That the Committee:

**Confirms** the agenda with the following addition

In regard to Standing Order 21.1, that 21.4, Option C be adopted in relation to moving and seconding and speaking to amendments.

**Motion carried**

#### **4 DECLARATIONS OF INTEREST**

Members were reminded of the need to stand aside from decision-making when a conflict arose between their role as an elected representative and any private or other external interest they might have.

Cr Benson-Pope advised that he been given the delegation to resolve appeals on behalf of Council on behalf of Council for the Second Generation District Plan.

Moved (Cr Jim O'Malley/Cr Chris Staynes):

That the Committee:

- a) **Amends** the Elected Members' Interest Register; and
- b) **Confirms** the proposed management plan for Elected Members' Interests.

**Motion carried**

#### **PART A REPORTS**

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

In a report from Property Services an update was provided on operations, maintenance and capital works for the period 1 January to 30 June 2020.

The Property Services Manager, David Bainbridge-Zafar, and Acting General Manager City Services, Robert West were in attendance to speak to the report and respond to questions.

Cr Christine Garey left the meeting at 2:21 p.m..

Moved (Cr Marie Laufiso/Cr Doug Hall):

That the Committee:

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

**Motion carried (ISC/2020/018)**

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

In a report from Parks and Recreation an update was provided on operations, maintenance and capital works, including contracted out services, for the period 1 January to 30 June 2020.

The Acting Group Manager Parks and Recreation, Scott MacLean and Acting General Manager City Services, Robert West were in attendance to speak to the report and respond to questions.

Cr Christine Garey returned to the meeting at 2:22 p.m.

Cr Mike Lord left the meeting at 2:38 p.m.

Moved (Cr Steve Walker/Cr Andrew Whiley):

That the Committee:

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

**Motion carried (ISC/2020/019)**

## **7 3 WATERS ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020**

In a report from 3 Waters an update was provided on operations, maintenance and capital works, including contracted out services, for the period 1 January to 30 June 2020.

Cr Doug Hall left the meeting at 2:42 p.m.

The Group Manager 3 Waters, Tom Dyer, was in attendance to speak to the report and respond to questions.

Cr Doug Hall returned to the meeting at 2:46 p.m.

Cr Mike Lord returned to the meeting at 2:46 p.m.

Moved (Cr Rachel Elder/Cr Mike Lord):

That the Committee:

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

**Motion carried (ISC/2020/020)**

Moved (Cr Jim O'Malley/Cr Mike Lord):

That the Committee:

**Adjourn** at 3.11 pm and reconvene at 3.20 pm.

**Motion carried (ISC/2020/021)**

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

In a report from Waste and Environmental Solutions an update was provided on operations, maintenance and capital works, including contracted out services, for the period 1 January to 30 June 2020.

The Group Manager Waste and Environmental Solutions, Chris Henderson spoke to the report and responded to questions.

Moved (Cr Steve Walker/Cr Doug Hall):

That the Committee:

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

**Motion carried (ISC/2020/022)**

## **9 TRANSPORT ACTIVITY REPORT FOR THE TWO QUARTERS ENDING 30 JUNE 2020**

In a report from Transport an update was provided on operations, maintenance and capital works, including contracted out services, for the period 1 January to 30 June 2020.

The Group Manager Transport, Jeanine Benson and Transport Delivery Manager, Josh Von Pein spoke to report and responded to questions.

Moved (Cr David Benson-Pope/Cr Christine Garey):

That the Committee:

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

**Motion carried (ISC/2020/023)**

## **10 NAMING OF NEW ROADS AND PRIVATE WAYS**

In a report from Transport approval was sought for 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.

The Team Leader Regulatory Management, Tami Sargeant and Group Manager, Jeanine Benson spoke to the report and responded to questions.

Moved (Cr David Benson-Pope/Cr Mike Lord):

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'.

**Motion carried (ISC/2020/024)**

## **11 ITEMS FOR CONSIDERATION BY THE CHAIR**

Cr Hall requested an update on the management of the Bethunes Gully plantation.

The meeting concluded at 4.21 pm.

.....  
CHAIRPERSON

## **PART A REPORTS**

### **INFRASTRUCTURE SERVICES COMMITTEE FORWARD WORK PROGRAMME**

Department: Civic

#### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is to provide the forward work programme for the 2020-2021 year (Attachment A).
- 2 As this is an administrative report only, there are no options or Summary of Considerations.

#### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the Infrastructure Services Committee forward work programme as shown in Attachment A.

#### **DISCUSSION**

- 3 The Council's forward work programme was first presented to Council at the 28 July 2020 meeting. As advised forward work programmes would be created for the Committees as well, they will be a regular agenda item for Council and Committees to show areas of activity, progress and expected timeframes for decision making across a range of areas of work.
- 4 This document is the first report for the Infrastructure Services Committee. Future reports will show any changes to timeframe. New items will be added to the schedule and highlighted in yellow. Once the meeting schedule for 2021 has been adopted the programme will be updated to include the 2021 meetings.

#### **NEXT STEPS**

- 5 An updated report will be provided for the first meeting of 2021 for the Infrastructure Services Committee.

#### **Signatories**

|             |                                           |
|-------------|-------------------------------------------|
| Author:     | Jenny Lapham - Governance Support Officer |
| Authoriser: | Clare Sullivan - Team Leader Civic        |



## Attachments

|                          | <b>Title</b>           | <b>Page</b> |
|--------------------------|------------------------|-------------|
| <a href="#">Download</a> | Forward Work Programme | 27          |



| Infrastructure Services Committee<br>Forward Work Programme 2020/2021 |                                                                                              |                                                                                                                                                                                                                                                        |        |     |     |        |     |     |     |     |      |     |     |
|-----------------------------------------------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|-----|-----|--------|-----|-----|-----|-----|------|-----|-----|
| Area of Work                                                          | Reason for Work                                                                              | Council role<br>(decision and/or direction)                                                                                                                                                                                                            |        |     |     |        |     |     |     |     |      |     |     |
|                                                                       |                                                                                              |                                                                                                                                                                                                                                                        | Nov    | Dec | Jan | Feb    | Mar | Apr | May | Jun | July | Aug | Sep |
| Outstanding Actions                                                   | Report on status of outstanding actions arising from resolutions passed at Council meetings. | Noting the outstanding actions and progress towards their completion.<br><br><b>Progress to date:</b><br><i>The first report is being presented to the Committee at its 16 November 2020 meeting and will be presented to each meeting thereafter.</i> | Noting |     |     | Noting |     |     |     |     |      |     |     |
| Committee Forward Work Programmes                                     | Responsibility for oversight of the work programmes of all committees of Council.            | Decisions to note the forward work programmes.<br><br><b>Progress to date:</b><br>The first report is being presented to the Committee at its 16 November 2020 meeting and will be presented to each meeting thereafter.                               | Noting |     |     | Noting |     |     |     |     |      |     |     |
| Property Services Quarterly Activity Report                           | To update the Committee on the Activities of Property Services.                              | Noting the Quarterly Activity Report.<br><br><b>Progress to date:</b><br>Quarterly reporting to the Committee                                                                                                                                          | Noting |     |     | Noting |     |     |     |     |      |     |     |
| 3 Waters Quarterly Activity                                           | To update the Committee on the Activities of 3 Waters.                                       | Noting the Quarterly Activity Report<br><br><b>Progress to date:</b><br>Quarterly reporting to the Committee                                                                                                                                           | Noting |     |     | Noting |     |     |     |     |      |     |     |
| Waste and Environmental Solutions Quarterly Activity                  | To update the Committee on the activities of Waste and Environmental Solutions               | Noting the Quarterly Activity Report<br><br><b>Progress to date:</b><br>Quarterly report to the Committee                                                                                                                                              | Noting |     |     | Noting |     |     |     |     |      |     |     |

| Area of Work         | Reason for Work                                                   | Council role<br>(decision and/or direction)                                                               |        |     |     |        |     |     |     |     |      |     |     |
|----------------------|-------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|--------|-----|-----|--------|-----|-----|-----|-----|------|-----|-----|
|                      |                                                                   |                                                                                                           | Nov    | Dec | Jan | Feb    | Mar | Apr | May | Jun | July | Aug | Sep |
| Transport            | To update the Committee on the activities of Transport            | Noting the Quarterly Activity Report<br><br><b>Progress to date:</b><br>Quarterly report to the Committee | Noting |     |     | Noting |     |     |     |     |      |     |     |
| Parks and Recreation | To update the Committee on the activities of Parks and Recreation | Noting the Quarterly Activity Report<br><br><b>Progress to date:</b><br>Quarterly report to the Committee | Noting |     |     | Noting |     |     |     |     |      |     |     |

## **ACTIONS FROM RESOLUTIONS OF INFRASTRUCTURE SERVICES COMMITTEE MEETINGS**

Department: Civic

### **EXECUTIVE SUMMARY**

- 1 The purpose of this report is to detail the open and completed actions from resolutions of Infrastructure Services Committee meetings from the start of the triennium in October 2019 (Attachment A and B).
- 2 As this report is an administrative report only, there are no options or Summary of Considerations.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** the Open and Completed Actions from resolutions of Infrastructure Services Committee meetings shown in Attachment A and B.

### **DISCUSSION**

- 3 The actions report will be a regular report which will show progress on implementing resolutions made at Committee meetings. Matters that have been completed will be identified as such. The document contains actions dating back to the start of the triennium.
- 4 The outstanding actions report will become a standing item on future Committee agendas.

### **NEXT STEPS**

- 5 An updated actions report will be provided for the first 2021 meeting for the Infrastructure Services Committee meeting.

### **Signatories**

|             |                                           |
|-------------|-------------------------------------------|
| Author:     | Jenny Lapham - Governance Support Officer |
| Authoriser: | Clare Sullivan - Team Leader Civic        |

### **Attachments**

**Title**

**Page**

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|                    |                   |    |
|--------------------|-------------------|----|
| <a href="#">↓A</a> | Open Actions      | 31 |
| <a href="#">↓B</a> | Completed Actions | 33 |

| PUBLIC OPEN ACTIONS - INFRASTRUCTURE SERVICES COMMITTEE RESOLUTIONS 2019-2022 |              |                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                             |                                |                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------|--------------|------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date                                                                  | Resolution   | Report                                                                                         | Resolution or Action to be Taken                                                                                                                                                                                                                                                                                                                                                                                            | Group                          | Due Date                           | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 10/2/2020                                                                     | ISC/2020/004 | 3 Waters Activity Report for the two Quarters ending 31 December 2019                          | Understanding and engaging with the Central Government 3 Waters Review.                                                                                                                                                                                                                                                                                                                                                     | 3 Waters                       | ongoing                            | *6 Aug 2020: Taumata Arowai-the Water Services Regulator Act 2020 enacted.<br>*28 Jul 2020: Water Services Bill introduced to Parliament.<br>*11 Mar 2020: 3 Waters staff made oral submission on Taumata Arowai-the Water Services Regulator Bill to Parliament's Health Committee.<br>*24 Feb 2020: Council approved a DCC submission on Taumata Arowai-the Water Services Regulator Bill (submission sent to Parliament's Health Committee on 26 Feb 2020).<br>Other updates related to the Government's Three Waters Reform Programme (service delivery reforms and associated funding) are included in status updates for subsequent ISCOM meetings (12 May and 3 Aug). |
| 10/02/2020                                                                    | ISC/2020/007 | Waste and Environmental Solutions Activity Report for the two quarters ending 31 December 2019 | Detailed planning, design, and procurement for installation of a second weighbridge at Green Island Landfill.                                                                                                                                                                                                                                                                                                               | Waste & Environmental Services | Jun-21                             | An update on this matter is provided in the Activity report form Waste and Environmental Solutions Activity report being considered at this meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                                                                               |              |                                                                                                | 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                                                                                                                                                                                               | Waste & Environmental Services | Jun-20                             | An update on this matter is provided in the Activity report form Waste and Environmental Solutions Activity report being considered at this meeting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 10/02/2020                                                                    | ISC/2020/008 | Property Services Activity Report for the Two Quarters Ending 31 December 2019                 | <b>South Dunedin Library &amp; Community Complex:</b> Continue with the co-design process, going from discovery phase to concept stage. Investigations will commence in the existing buildings, looking at asbestos and compliance upgrades. Design team will focus on concept design, project will be staged over a number of years, the staging plan is in development and should be completed by the end of the quarter. | Property                       | Dec-20                             | A report will be considered by Council as part of the 10 year plan.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|                                                                               |              |                                                                                                | School Street: The soil asbestos will be removed mid-February 2020 with the remaining flats demolished and site cleared. Foundation works will commence and building of the new housing units and flats will start. With delays due to asbestos works construction to be complete in the second quarter of 2020/21 financial year.                                                                                          | Property                       | Second quarter of the 2020/21 year | Construction work is underway                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

| PUBLIC OPEN ACTIONS - INFRASTRUCTURE SERVICES COMMITTEE RESOLUTIONS 2019-2022 |              |                                                                               |                                                                                                                                                                                                                                                                                                                      |                      |                                            |                                                                                                             |
|-------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------|-------------------------------------------------------------------------------------------------------------|
| Meeting Date                                                                  | Resolution   | Report                                                                        | Resolution or Action to be Taken                                                                                                                                                                                                                                                                                     | Group                | Due Date                                   | Status                                                                                                      |
| 12/05/2020                                                                    | ISC/2020/012 | Naming of New Roads and Private Ways                                          | <b>Names</b> a private way off Proposed Trudi Place, Green Island as 'Ella Lane'                                                                                                                                                                                                                                     | Transport            |                                            | On hold until address of the road is created                                                                |
|                                                                               |              |                                                                               | <b>Names</b> a private way off 14 Polwarth Road, Dunedin as 'Redwoods Lane'                                                                                                                                                                                                                                          | Transport            |                                            | On hold until address of the road is created                                                                |
| 3/8/2020                                                                      | ISC/2020/018 | Property                                                                      | Review of Social Housing Policy 1997 and Social Housing Strategy 20101-2020 is underway                                                                                                                                                                                                                              | Property             | Dec-20                                     | Report will be provided to the December Council 2020.                                                       |
|                                                                               |              |                                                                               | <b>Edgar Centre:</b> Compliance upgrade works will proceed to construction. This work will include remediating roof leaks and a minor structural improvement to the facility.                                                                                                                                        | Property             | Apr-21                                     | Edgar Centre went to Tenders Board on 28 October and was approved. Work should be completed by April 2021.  |
|                                                                               |              |                                                                               | <b>Palmyra:</b> 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. | Property             | Dec-20 (block two)<br>Feb-21 (Block three) | An update on this matter is provided in the Activity report from Property being considered at this meeting. |
|                                                                               |              |                                                                               | <b>Dunedin Public Art Gallery:</b> Replacement of the atrium roof structure and membrane is due to commence.                                                                                                                                                                                                         | Property             | Dec-20                                     | An update on this matter is provided in the Activity report from Property being considered at this meeting. |
| 3/8/2020                                                                      | ISC/2020/019 | Parks and Recreation Activity Report for the Two Quarters Ending 30 June 2020 | Mosgies Pool - Project costings will be established in early November in preparation for Council presentation in early December.                                                                                                                                                                                     | Parks and Recreation | Dec-20                                     | Report to Council December 2021                                                                             |



| PUBLIC COMPLETED ACTIONS - INFRASTRUCTURE SERVICES COMMITTEE RESOLUTIONS 2019-2022 |                |                                                                                                |                                                                                                                                                                                            |                                |           |                                                                                                                                                                        |                |
|------------------------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Meeting Date                                                                       | Resolution     | Report                                                                                         | Resolution or Action to be Taken                                                                                                                                                           | Group                          | Due Date  | Status                                                                                                                                                                 | Date Completed |
| 10/02/2020                                                                         | ISC/2020/004   | 3 Waters Activity Report for the two Quarters ending 31 December 2019                          | St Kilda Coastal Plan community engagement - beginning in March                                                                                                                            | 3 Waters                       | Feb-21    | A mid-engagment report on St Clair - St Kilda Coastal Plan will be considered by the Planning and Environment Committee on 17 November 2020.                           | 17/11/2020     |
|                                                                                    |                |                                                                                                | Continued implementation of 3 Waters Asset Management Improvement Programme.                                                                                                               | 3 Waters                       |           | This is now part of the transitional programme of projects, as part of 3 waters reform and is being reported to Council.                                               | 1/08/2020      |
|                                                                                    |                |                                                                                                | Preparing and implementing changes to comply with minor changes to the Drinking Water Standards                                                                                            | 3 Waters                       |           | end of 2018, making total coliforms monitoring and enumeration testing of e.coli compulsory This monitoring came into force in March 2019 and is now being undertaken. | 1/03/2020      |
| 11/02/2020                                                                         | (ISC/2020/007) | Waste and Environmental Solutions Activity Report for the two quarters ending 31 December 2020 | Procurement for a re-aligned access road onto the active Green Island landfill face which will unlock the next 2 stages of landfill.                                                       | Waste & Environmental Services |           | Physical works on the new tipping face access road and associated drainage and leachate collection systems has been completed.                                         | 1/06/2020      |
|                                                                                    |                |                                                                                                | Progressing phase two of the Waste Futures project develop the detailed business case on options for DCC's future waste services operating model for inclusion in the 10 year plan 2021-31 | Waste & Environmental Services |           | The Business Case for Dunedin's future waste services operating model has been completed.                                                                              | 1/08/2020      |
|                                                                                    |                |                                                                                                | 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                  | Waste & Environmental Services |           | New community recycling collection facilities have been installed in Forth Street and Castle Street.                                                                   | 1/07/2020      |
|                                                                                    |                |                                                                                                | Working closely with Countdown Dunedin Central Supermarket to install an additional city recycling drop off facility                                                                       | Waste & Environmental Services |           | A new community recycling collection facility has been installed in lower Moray Place.                                                                                 | 1/03/2020      |
| 10/02/2020                                                                         | (ISC/2020/008) | Property Services Activity Report for the two Quarters Ending 31 December 2019                 | <b>Mosgiel Library:</b> New roof, air condition and services, this project will be complete early February 2020.                                                                           | Property                       |           | The new roof, air condition and services has been completed.                                                                                                           | 1/02/2020      |
| 12/05/2020                                                                         | ISC/2020/011   | DCC Submission - Accessible Streets                                                            | <b>Lays</b> the report on the table, to be uplifted at the meeting of the Planning and Environment Committee to be held on Thursday 14 May 2020.                                           | Transport                      | 14-May-20 | Considered at Planning & Enviroment Committee 14 May 2020                                                                                                              | 14/05/2020     |
|                                                                                    | ISC/2020/012   | Naming of New Roads and Private Ways                                                           | <b>Names</b> a private way off Epsilon Street, Dunedin as 'Nursery Lane'                                                                                                                   | Transport                      |           | The new road name was been registered with LINZ                                                                                                                        | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a private way off 135 Dukes Road North, Mosgiel as 'Benson Close'.                                                                                                            | Transport                      |           | The new road name was been registered with LINZ                                                                                                                        | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a private way off 49 Dalziel Road, Dunedin as 'MacLeod Avenue'                                                                                                                | Transport                      |           | The new road name was been registered with LIN                                                                                                                         | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a private way off Proposed MacLeod Avenue, Dunedin as 'Hawker Lane'                                                                                                           | Transport                      |           | The new road name was been registered with LINZ                                                                                                                        | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a new road off Formby Street, Outram as 'Rodeo Place'                                                                                                                         | Transport                      |           | The new road name was been registered with LIN                                                                                                                         | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a new road off Formby Street, Outram as 'Three Kings Court'                                                                                                                   | Transport                      |           | The new road name was been registered with LINZ                                                                                                                        | 04/08/2020     |
|                                                                                    |                |                                                                                                | <b>Names</b> a private way off Proposed Three Kings Court, Outram as 'Buckeye Grove'                                                                                                       | Transport                      |           | The new road name was been registered with LINZ                                                                                                                        | 04/08/2020     |

| PUBLIC COMPLETED ACTIONS - INFRASTRUCTURE SERVICES COMMITTEE RESOLUTIONS 2019-2022 |              |                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                      |                      |          |                                                                                                                                                |                |
|------------------------------------------------------------------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Meeting Date                                                                       | Resolution   | Report                                                                                                                                                                                                                                                            | Resolution or Action to be Taken                                                                                                                                                                                                                                                     | Group                | Due Date | Status                                                                                                                                         | Date Completed |
|                                                                                    | ISC/2020/014 | Proposed Speed Limit Bylaw Amendment 11                                                                                                                                                                                                                           | <b>Approves</b> the proposed Dunedin City Speed Limit Bylaw 2004 Amendment 11 and Statement of Proposal for consultation with the community.                                                                                                                                         | Transport            |          | Advertised 27 July to 20 August. Hearings were held on 28/29 October.                                                                          | 20/08/2020     |
|                                                                                    |              |                                                                                                                                                                                                                                                                   | <b>Authorises</b> the Chief Executive to make minor changes to the Statement of Proposal, including updating consultation timeframes and information.                                                                                                                                | Transport            |          | Statement of proposal completed and available for consultation                                                                                 | 27/07/2020     |
|                                                                                    | ISC/2020/015 | DCC Submission On the New Zealand Rail Plan                                                                                                                                                                                                                       | <b>Approves</b> , in retrospect, the DCC submission to the draft New Zealand Rail Plan.                                                                                                                                                                                              | Transport            | May-20   | Submission was lodged on 11 May 2020.                                                                                                          | 12/05/2020     |
|                                                                                    | ISC/2020/016 | DCC Submission on the Government Policy Statement on Land Transport 2021                                                                                                                                                                                          | <b>Approves</b> , in retrospect, the DCC submission to the draft Government Policy Statement on land transport 2021.                                                                                                                                                                 | Transport            | May-20   | Submission was lodged on 11 May 2020.                                                                                                          | 12/05/2020     |
|                                                                                    | ISC/2020/017 | Otago/Southland Three Waters Investigation                                                                                                                                                                                                                        | A decision on Crown funding is expected to be communicated in May 2020.                                                                                                                                                                                                              | 3 Waters             | May-20   | This is now being reported to Council.                                                                                                         | 01/05/2020     |
| 14/05/2020                                                                         | PLA/2020/010 | Footpath courtesy zone evaluation                                                                                                                                                                                                                                 | Discontinues the footpath courtesy zone trial                                                                                                                                                                                                                                        | Transport            | May-20   | Footpath courtesy zone trial discontinued and signage removed.                                                                                 | 15/05/2020     |
| 14/05/2020                                                                         | PLA/2020/012 | DCC Submission - Accessible Streets                                                                                                                                                                                                                               | a) <b>Approves</b> the DCC submission to the Ministry of Transport and Waka Kotahi NZ Transport Agency on the 'Accessible Streets' rules package with the amendments to Q27, replacement of Q37 and Q39                                                                              | Transport            | May-20   | DCC submission supporting the "Accessible Streets" was sent to the Ministry of Transport and Waka Kotahi NZ Transport Agency for consideration | 18/05/2020     |
| 14/05/2020                                                                         | PLA/2020/015 | <b>Safer CBD Streets - COVID-19 response</b><br>This report was originally intended for discussion at Infrastructure and Services Committee in May but with Covid Level 3 lockdown the matter was taken as part of the Planning and Environment Committee agenda. | a) Approves the recommended temporary interventions for low speed streets, in order to support people safe physical distancing in the city centre under Alert Level 2                                                                                                                | Transport            | Jun-20   | All traffic calming measures (with the exception of the painted road dots) were reversed on 1 July 2020.                                       | 01/07/2020     |
| 14/05/2020                                                                         | PLA/2020/013 |                                                                                                                                                                                                                                                                   | <b>Requests</b> a report in time for Annual Plan deliberations costing a feasibility study for a commuter rail pilot using Dunedin Railways Ltd assets, in time to be of use for the Regional Public Transport Plan; and <b>Explores</b> funding options to offset the cost of this. | Transport            | May-20   | Council declined funding of a feasibility study into a commuter rail pilot                                                                     | 27/05/2020     |
| 3/08/2020                                                                          | ISC/2020/019 | Parks and Recreation Activity for the Period ending 30 June 2020                                                                                                                                                                                                  | Report on Freedom Camping 2019/20 season end statistics to Council                                                                                                                                                                                                                   | Parks and Recreation | Sep-20   | Report went to 14 September Council meeting.                                                                                                   | 14/09/2020     |
|                                                                                    |              |                                                                                                                                                                                                                                                                   | Camping Control Bylaw review - community consultation to commence in August                                                                                                                                                                                                          | Parks and Recreation |          | Hearing was held on 1 October 2020. Report went to Council meeting on 27 October 2020.                                                         | 27/10/2020     |
|                                                                                    |              |                                                                                                                                                                                                                                                                   | Truby King Reserve Management plan – Draft will be presented to the Planning and Environment Committee on 4 August 2020.                                                                                                                                                             | Parks and Recreation | Aug-20   | Report went to Planning and Environment on 22 September 2020.                                                                                  | 22/09/2020     |
|                                                                                    | ISC/2020/024 | Naming of New Roads and Private Ways                                                                                                                                                                                                                              | <b>Names</b> a private way off Pembrey Street, Mosgiel as 'Cosgrove Place'.                                                                                                                                                                                                          | Transport            |          | The new road name has been registered with LINZ                                                                                                | 4/08/2020      |
|                                                                                    |              |                                                                                                                                                                                                                                                                   | <b>Names</b> a private way off Hill Road, Warrington as 'Okahau Terrace'                                                                                                                                                                                                             | Transport            |          | The new road name has been registered with LINZ                                                                                                | 4/08/2020      |

### 3 WATERS ACTIVITY REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 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 quarter include:
  - a) Establishment of long-term 3 Waters pipe renewals contracts.
  - b) A Delivery Plan for \$15.8M of 3 Waters Stimulus Funding was submitted to the Department of Internal Affairs.
  - c) Good performance against wastewater discharge resource consents.
  - d) Continued decreasing foul sewer blockage trends.

#### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Three Waters Activity Report for the quarter ending 30 September 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

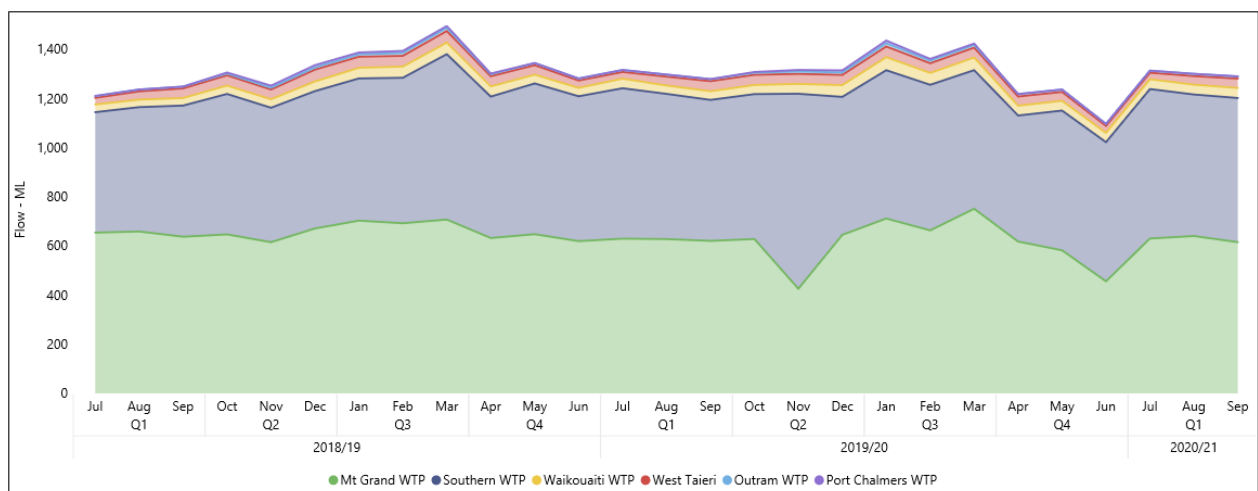
and Merton, Waikouaiti and Karitane, that are supplied from the Waikouaiti Water Treatment Plant.

- 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, Middlemarch, Seacliff, Waikouaiti/Karitane and Warrington. The Metropolitan system takes the east and west harbour communities of Portobello and Port Chalmers respectively and discharges from Tahuna Wastewater Treatment Plant via the long ocean outfall. Green Island Wastewater Treatment Plant takes the treated Mosgiel effluent and discharges this along with wastes from Green Island, Abbotsford and coastal south Dunedin via the ocean outfall at Waldronville.
- 8 The wastewater network comprises 909 km of pipes, 87 reticulation pumping stations, 115 domestic pumping stations and seven treatment plants. The service is provided to approximately 107,000 residents and 106 trade customers.
- 9 The Council's stormwater service manages the collection and disposal of stormwater to domestic and commercial residents in eight service areas, including metropolitan Dunedin and seven outlying areas: Brighton/Waldronville; Green Island; Mosgiel; Middlemarch; Outram; Port Chalmers; and Waikouaiti/Karitane and Warrington. The stormwater network comprises 372 km of pipes and 11 pumping stations.

## Non-financial performance

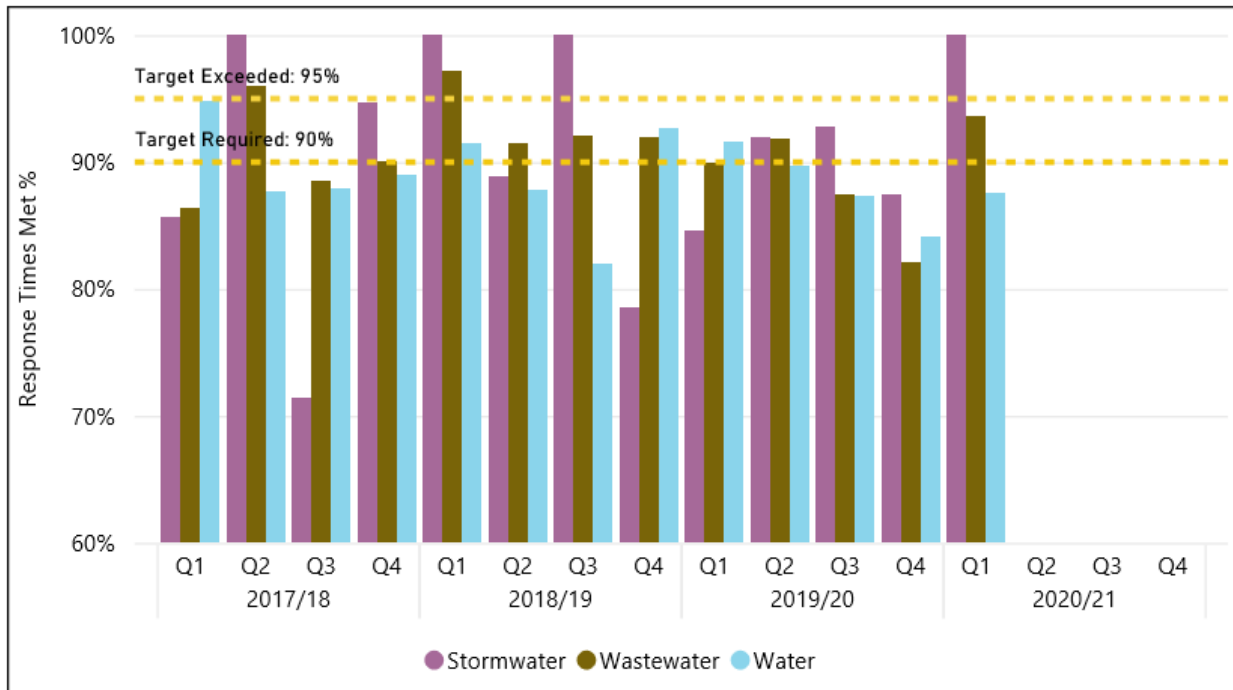
### Service

- 10 Figure 1: Total treated water network demand in millions m<sup>3</sup> (production from all metro treatment plants)

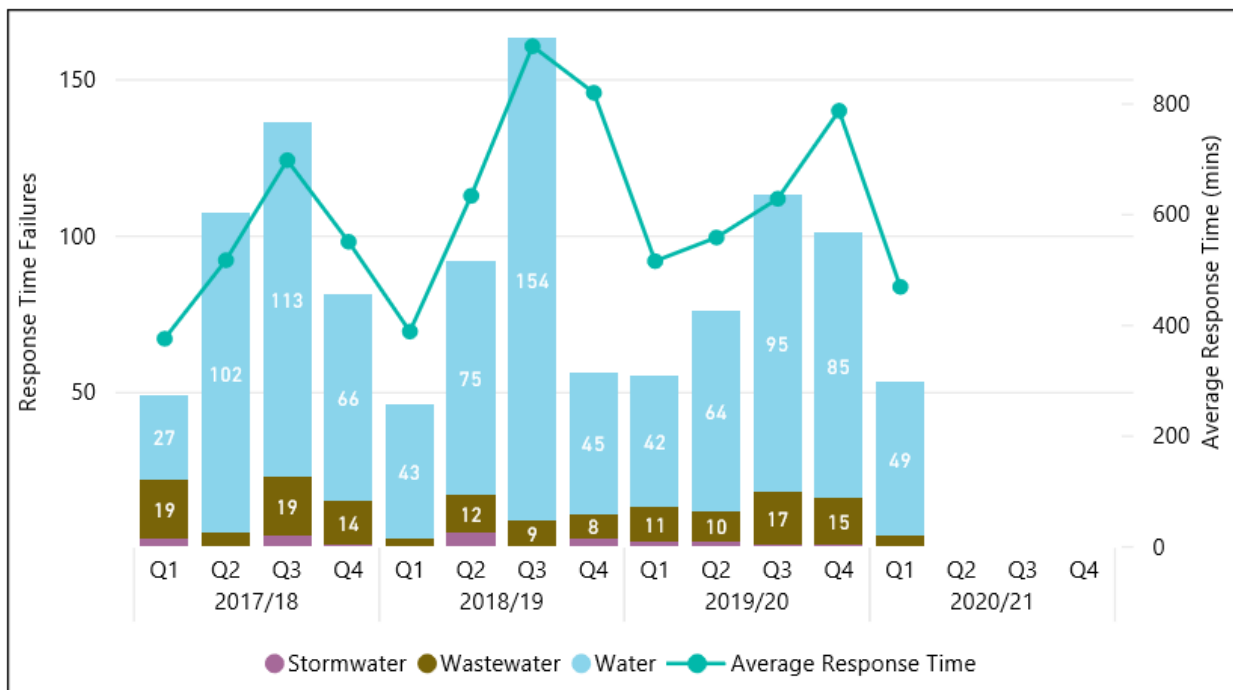


- 11 Treated water consumption across the city was higher than previous quarter, but similar to previous corresponding periods.

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

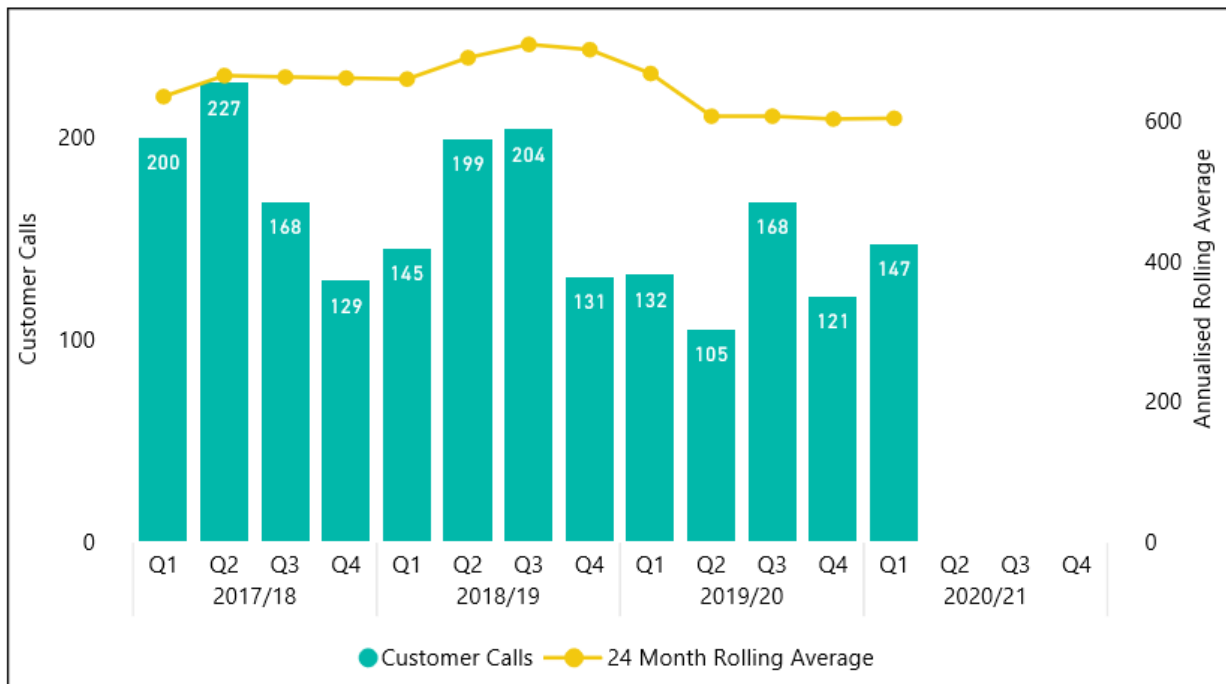


13 Figure 3: Response time failures



14 Response time performance has been positive in quarter 1. Limited business disruption relative to early 2020 (due to COVID-19) and improving network performance have influenced this result.

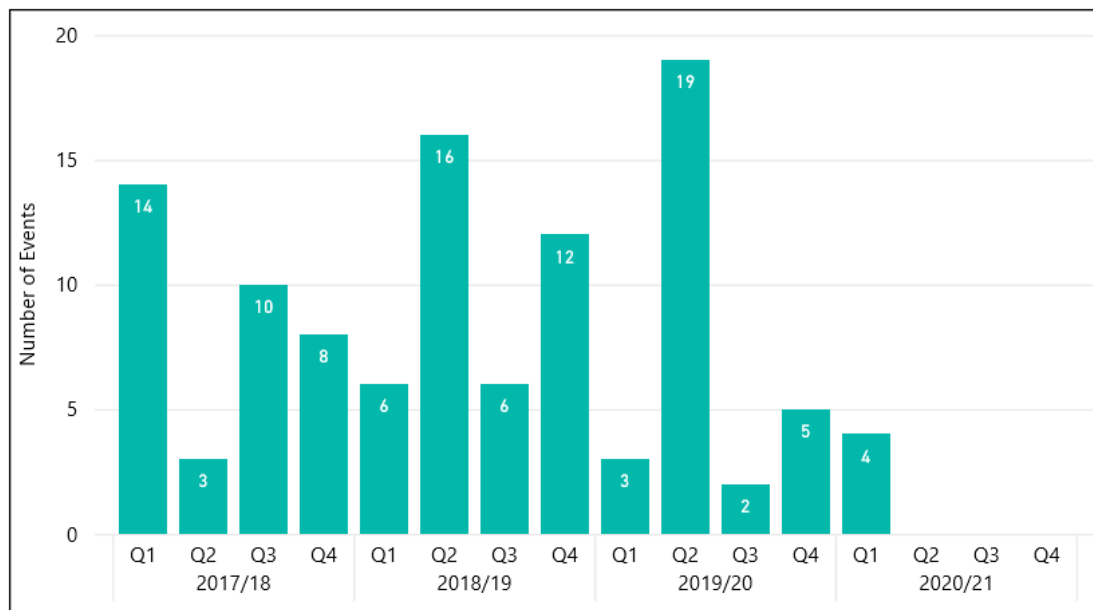
15 Figure 4: Number of customer complaints for drinking water (24 month rolling average)



| FY<br>Call Type | 2020/21    |    |    |    | Total      |
|-----------------|------------|----|----|----|------------|
|                 | Q1         | Q2 | Q3 | Q4 |            |
| Clarity         | 11         |    |    |    | 11         |
| Pressure        | 32         |    |    |    | 32         |
| Supply          | 102        |    |    |    | 102        |
| Taste           | 2          |    |    |    | 2          |
| <b>Total</b>    | <b>147</b> |    |    |    | <b>147</b> |

16 Customer complaint figures were comparable with the previous quarters.

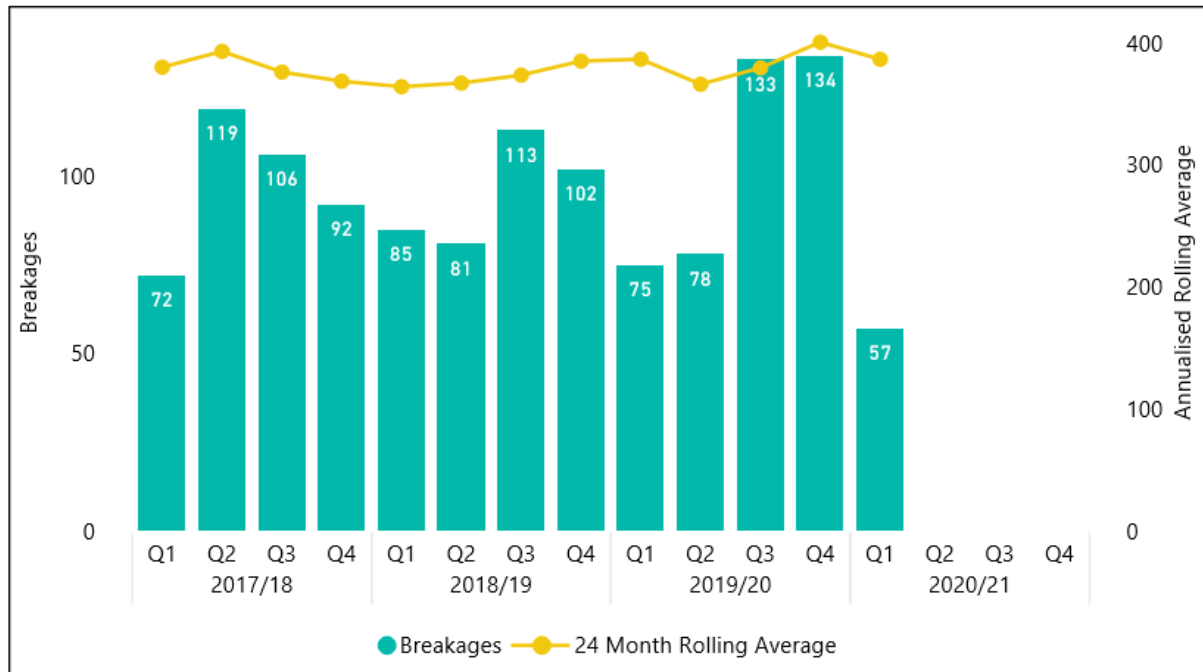
17 Figure 5: Number of wet weather wastewater overflows



- 18 For quarter 1 there were four recorded overflows across all sites. Three of these overflows were recorded at Kaikorai Valley Road.

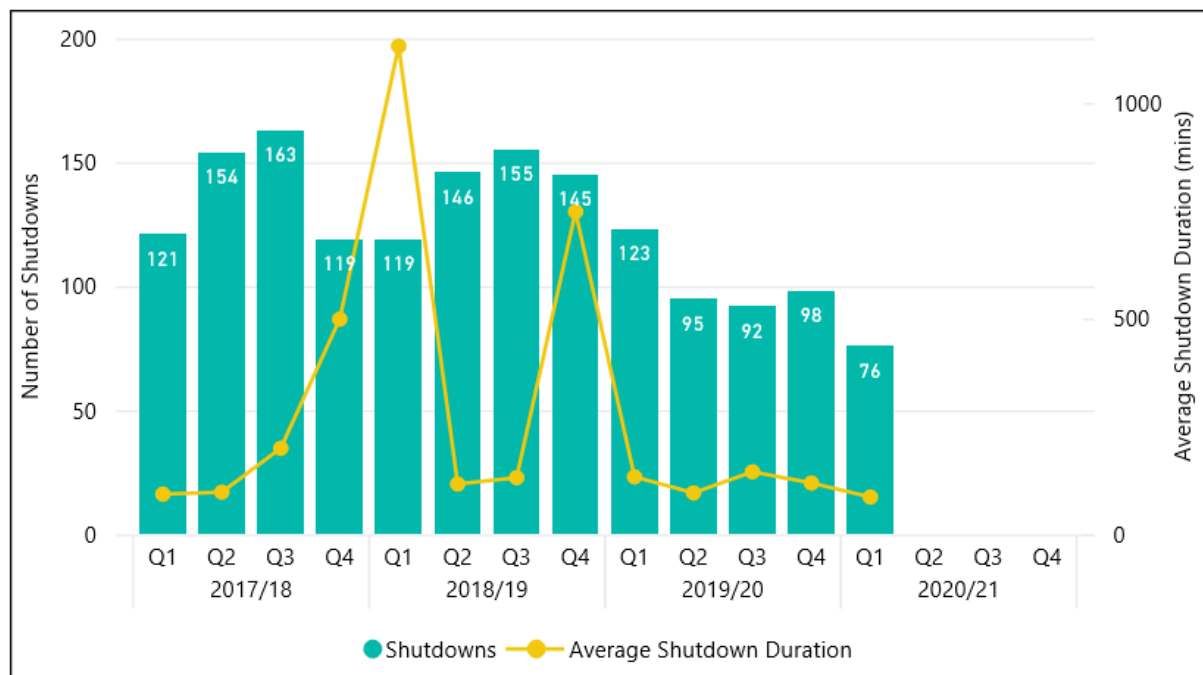
**Value & Efficiency**

- 19 Figure 6: Number of water main breaks (24 month rolling average)



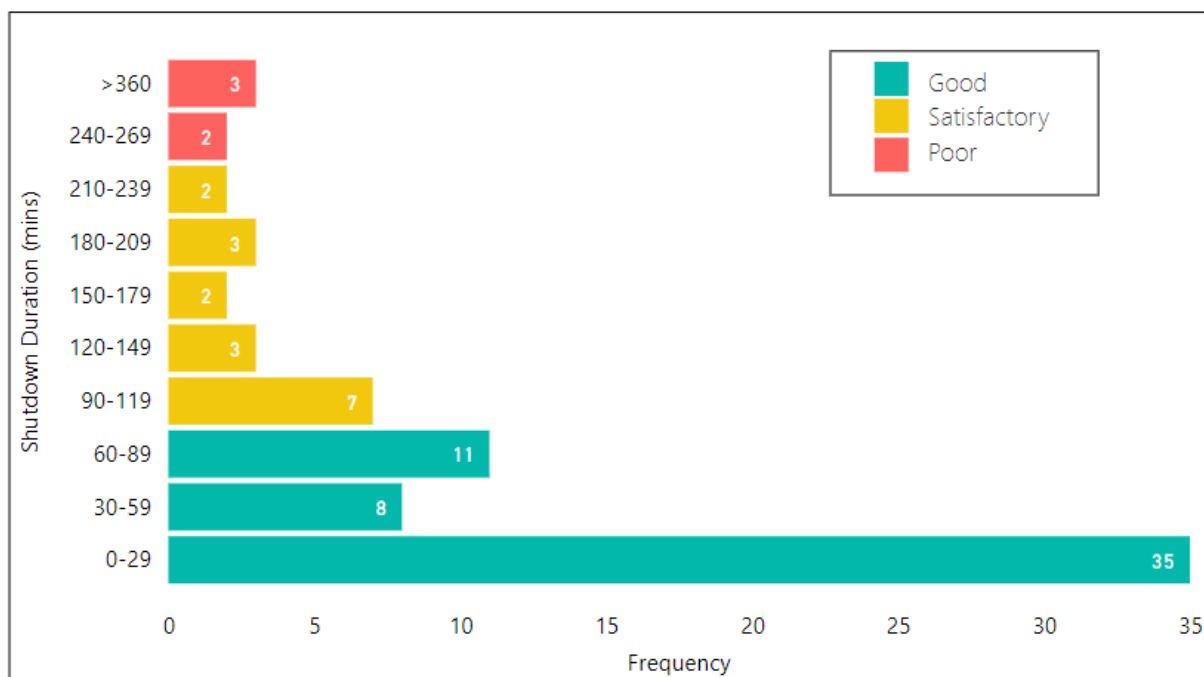
- 20 The majority of the watermain failures in quarter 1 were due to age and condition of the network. Failures for this quarter are well below the rolling average.

- 21 Figure 7: Average duration of unplanned watermain shutdowns in minutes



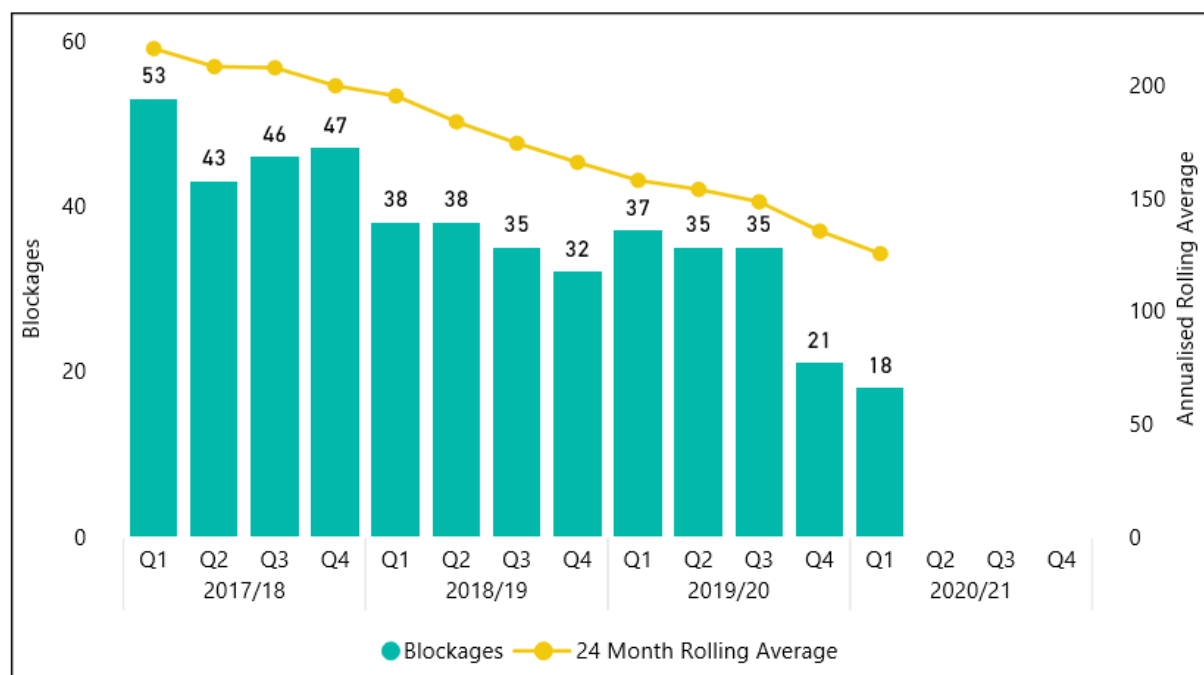


22 Figure 8: Breakdown of water shutdowns by duration



23 The average water shutdown duration has been constant around the 87min mark over the past year. During longer shut downs alternate water supply arrangements are made, such as use of an alternate supply or provision of a water tanker.

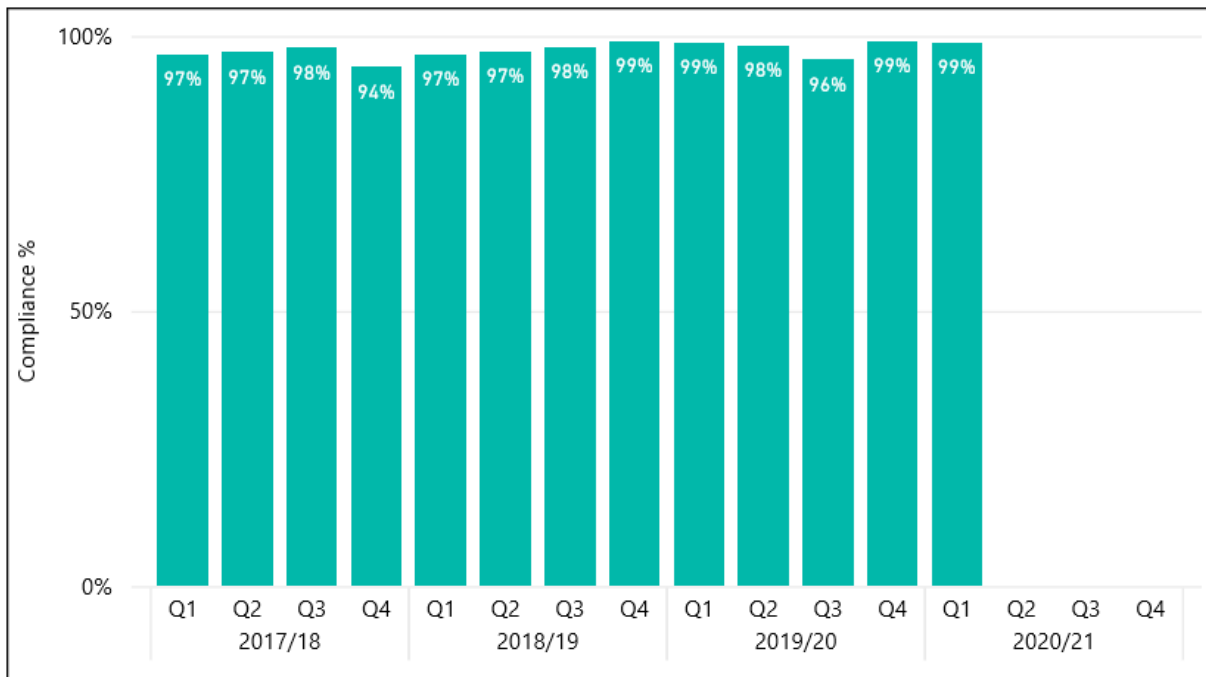
24 Figure 9: Number of foul sewer blockages (24 month rolling average)



25 The number of foul sewer blockages has continued a reducing trend. It should be noted that recent blockage trends are largely caused by rags, and roots. Proactive cleaning of foul sewer pipelines and targeted renewals programmes have helped to continue to reduce the overall number of blockages in the foul sewer network.

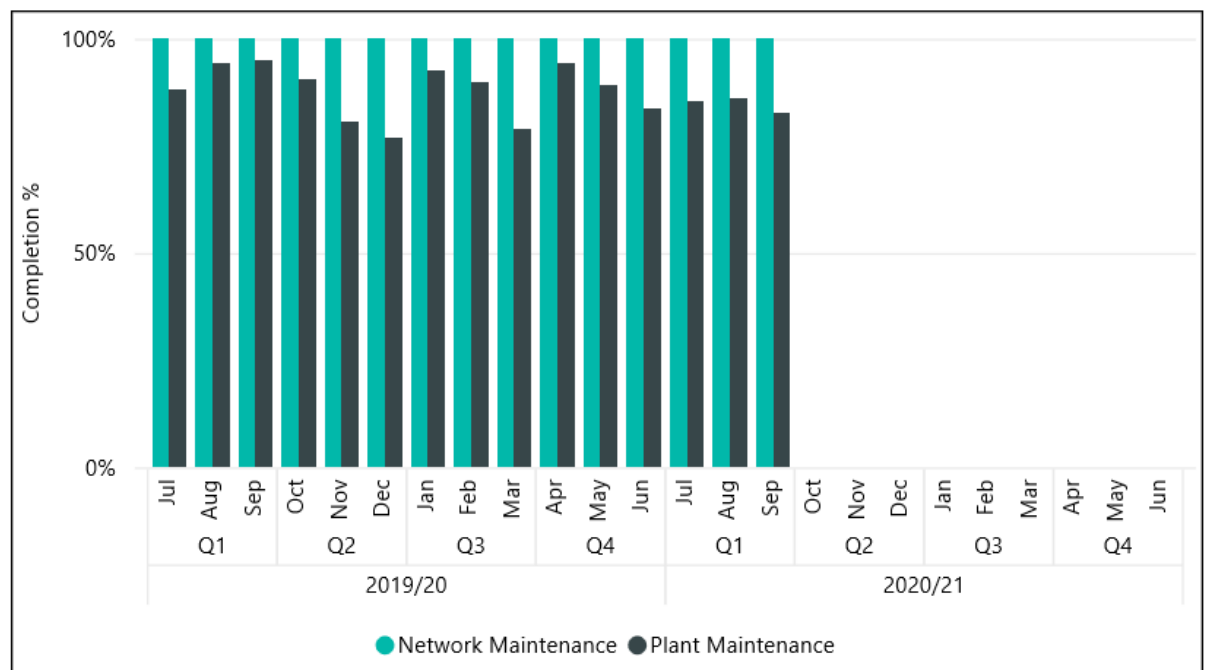


26 Figure 10: Percentage wastewater discharge consent compliance.



27 Wastewater discharge compliance for quarter 1 was 98.86%. The minor non-compliance was a result of breaches of long-term limits caused by historically high results. Another non-compliance was caused by high enterococci (bacteria that is an indicator for faecal contamination) at beach sites, however these are considered to be caused by external influences such as rural land runoff as the Tahuna and Green Island WWTPs were discharging effluent within normal quality parameters at the time.

28 Figure 11: Percentage planned maintenance completed



- 29 In quarter 1, 1,253 plant planned maintenance work orders were created with 1,061 completed orders, 173 unfinished orders and 19 cancelled orders within the designated timeframes. City Care completed 100% of the 878 planned network maintenance work orders for the quarter.

### **Major initiatives**

- 30 **Reid Avenue and Carlyle Road Stormwater Pump Station (SWPS) Upgrades** – The design phase of the Reid Ave Storm Water pump station highlighted that a station upgrade may not be the most cost-effective option for flood prevention. To ensure the project achieves cost effective flood mitigation, the pump station upgrade has been put on hold and further options are being considered. The revised approach aims to investigate the wider Mosgiel catchment modelling review along with delivering some short-term minor upgrades to Reid Avenue pump station by the end of 2021.
- 31 **Ross Creek Refurbishment Project** – The final stage of recommissioning was successfully completed in December 2019. The Consent Code of Compliance Certificate has been received. Fabrication of artwork for the dam face continues with installation planned to be complete by February 2021 (delayed due to COVID-19 lockdown).
- 32 **3 Waters Pipeline Renewals** – Physical works will be delivered through two 6 Year Term Contracts with two of DCC's key local contractors. Work began in quarter 1 to change the delivery model and commence design work. The term construction contract was signed in mid-October.
- 33 **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 November 2020 with construction expected to be completed by the end of 2021.
- 34 **Waikouaiti Treatment Plant Upgrades** – This project will upgrade the existing water treatment plant at Waikouaiti. A temporary containerised water treatment plant was purchased and has been commissioned at the Treatment Plant to allow the existing filtration process to be upgraded off line. This work is currently being scoped to incorporate the findings that came out from the recent Process Capability Assessment.
- 35 **Water Course Programme** - There are currently 48 sites on the watercourse list, which is an increase from the 19 originally scheduled in February 2019. Long term solutions for the five highest priority sites are being actively pursued including Bath Street, Motu Street, Wills Street, Cannington Road and recently added Somerville Street. Urgent remedial work at two additional sites at Moa Street/St Leonards Drive is underway and Careys Bay Hotel have been completed.
- 36 **Smart Water Meters** – An open market process was undertaken to engage with a supplier to lead implementation of smart water meter infrastructure. The benefits of this change will primarily be available to commercial and industrial customers and provide them with accurate billing of water consumption and give access to real time usage information to encourage more efficient water use. Formal contract acceptance is expected early November and the project is estimated to take approximately 2 years to roll out.
- 37 **3 Waters Stimulus Funding** – A Delivery Plan for Stimulus funding has been developed. The Delivery Plan outlines DCC's proposed initiatives to utilise Central Government 3 Waters Stimulus Grant of \$15.84M. Proposed work includes acceleration of significant volume of capital

work, some regulatory and compliance improvements, additional maintenance resource and operational improvements. Final approval of the delivery plan is pending. Work has begun to implement project planning and procurement strategies.

- 38 **St Clair – St Kilda Coastal Plan** – the St Clair – St Kilda Coastal Plan mid-engagement update is being considered by the Planning and Environment Committee on Tuesday 17 November 2020.

## **OPTIONS**

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

## **NEXT STEPS**

- 40 Areas of focus for the next quarter will be:
- a) Continued St Clair – St Kilda Coastal Plan community engagement.
  - b) Delivery of the 2020/21 capital programme.
  - c) Completion of a \$15.84M 3 Waters Stimulus Funding application to the Department of Internal Affairs.
  - d) Initiation of the 3 Waters Stimulus Funding programme of work.
  - e) Continued implementation of 3 Waters Asset Management Improvement Programme.
  - f) Initiate a work programme to respond to the Central Government 3 Waters Review.
  - g) 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 report promotes the environmental 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 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***

The principals of Te Mana o te Wai are adopted when operating and maintaining the 3 Waters network.

***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.

## PARKS AND RECREATION ACTIVITY REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 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 July 2020 to 30 September 2020.
- 2 Highlights for the quarter include:
  - a) Completion of the data collection phase of the strategic sports facilities review.
  - b) Release of the Draft Truby King reserve Management Plan for consultation.
  - c) Completion of the surface upgrade of the University of Otago Oval number 1 outfield.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Parks and Recreation Activity Report for the quarter ending 30 September 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 Middlemarch, 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 City Sanctuary is Council's operational contribution to the Predator Free Dunedin initiative. It aims to engage the community in predator trapping in backyards and Council reserves, targeting possums, rats and mustelids.
- 8 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**

### **9 Freedom Camping:**

- 10 Three community rangers have been employed in a joint initiative with the Department of Conservation (DOC) to cover the season from Labour Weekend until the end of April 2021. The community rangers will patrol a number of DCC and DOC sites across the city, providing education and advice to campers and collecting data via questionnaires.
- 11 MBIE have reintroduced their funding support for freedom camping again this year. Council will receive \$140,000 which will contribute to funding the community rangers, temporary toilet facilities at the unrestricted camping sites and increased security patrols.

### **12 Reserves and Beaches Bylaw:**

- 13 The Reserves and Beaches Bylaw 2017 contributes to the Parks and Recreation Strategy 2017 – 2027 objective of *"our parks, natural landscapes flora and fauna are treasured by the community"*.
- 14 Preparation is underway to promote understanding of the Reserves and Beaches Bylaw over the summer months, particularly not allowing vehicles on beaches. This includes signage at Tomahawk and Warrington coastal reserves reinforcing messages around protection of wildlife and not driving on beaches.
- 15 The community rangers will visit beaches as part of their daily routine over summer and provide education, information and advice on a number of topics including providing space around wildlife and not driving on beaches.

### **16 Sports Facilities Strategic Plan:**

- 17 The development of a strategic plan for our sports and recreation facilities is identified as an action in the Parks and Recreation Strategy 2017 – 2027. It contributes to 3 of the strategy's objectives, being: *"people are active"*, *"we work with others"* and *"open spaces and facilities support Dunedin's communities to thrive"*.
- 18 This project is nearing the end of the data collection phase. Data was collected through a community survey that received 525 responses and direct engagement with 51 active sporting codes and other stakeholders in Dunedin.

- 19 The interim findings of the data collected will be presented to sporting code representatives in early November.
- 20 **Sports Ground Improvements:**
- 21 University Oval field number 1 was extensively renovated with additional sand-slit drainage added. The surface was stripped off to a depth of 40mm, then resurfaced, levelled and seeded. This work was required to bring the outfield up to international cricket standards.
- 22 **AQUATICS**
- 23 **Mosgiel Pool:**
- 24 The tender process for the Mosgiel Pool construction is into the second stage. The second stage closes on 23 October with tender evaluation commencing early November.
- 25 The Traffic Impact Assessment (TIA) has started and discussions with the NZTA are progressing regarding the scope of required upgrades to Gordon Road.
- 26 **Moana Pool:**
- 27 A scope of works has been completed for the upgrade work at Moana Pool. The scope of works includes concept planning, detailed design and project management for the upgrade work identified in the Moana Pool Master Site Plan.
- 28 **Strategic Aquatic Network Review:**
- 29 Staff have commenced a strategic review of the aquatic network in Dunedin, including school and community owned pools. This work will give an understanding of current network provision and identify issues and opportunities. The work will include a needs assessment, facility condition assessments, current funding model review and regional benchmarking.
- 30 **BOTANIC GARDEN**
- 31 The Botanic Garden Strategic Plan is progressing. The stakeholder engagement plan is nearing completion. This will identify key stakeholders and provide an outline of the timing and phases of engagement. Workshops will then be scheduled with key stakeholders seeking their input into the strategic direction of the Botanic Garden.
- 32 **CITY SANCTUARY**
- 33 City Sanctuary is working in partnership with the Valley Project, assisting residents undertaking backyard predator trapping. The Valley Project have also established a community trap-line in Chingford park targeting possums.
- 34 Student groups have been engaged and supported to establish possum trap lines in the Town Belt and at Aquinas College.
- 35 There has been growing interest from residents in Maori Hill to take part in the pilot site trapping programme. To date, approximately 20% of the target number of residential properties have installed predator traps through the programme.

- 36 City Sanctuary ran a successful campaign to engage Dunedin residents with the Great Kererū Count. There was a significant increase in the number of observations (up 250% on last year) and the number of kererū counted (up 200% on last year). The Great Kererū Count has been adopted as a City Sanctuary community outcome measure that will help inform and engage communities about the importance of predator control.

### OPTIONS

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

### NEXT STEPS

- 38 Areas of focus for the next quarter will be:
- a) Sports facility review. The next planned engagement is a workshop that will be run in partnership with Sport Otago, where findings from the sporting code interviews and community survey will be presented to sports codes.
  - b) Collating and analysing submissions to the Draft Truby King Reserve Management Plan.
  - c) Evaluation of the tenders for the Mosgiel Pool construction.
  - d) Progress the engagement phase of the Botanic Garden Strategic Plan project.
  - e) Progress the strategic aquatic network review.

### Signatories

|             |                                                                                                                 |
|-------------|-----------------------------------------------------------------------------------------------------------------|
| Author:     | Kelly Thompson - Personal Assistant to Group Manager                                                            |
| Authoriser: | Scott MacLean - Acting Group Manager Parks and Recreation<br>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 promotes the environmental 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 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.

|                                                                                               |
|-----------------------------------------------------------------------------------------------|
| <b>SUMMARY OF CONSIDERATIONS</b>                                                              |
| <b><i>Community Boards</i></b><br>Matters are discussed with the appropriate Community Board. |

## WASTE AND ENVIRONMENTAL SOLUTIONS ACTIVITY REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 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 quarter include:
  - A third recycling drop-off facility to supplement kerbside recycling in the Tertiary Precinct opened in July.
  - Two additional receptacles to provide additional capacity for glass recycling in the Tertiary Precinct were installed in July.
  - Green Island Rummage Store refurbishment works were completed in late July.
  - Physical works improve traffic flow in the Green Island Resource Recovery area and accommodate the installation of a second weighbridge began in September.
  - A new agreement for waste tyres collected at Green Island Landfill to be recycled by Tyre Collection Services began in July.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Waste and Environmental Solutions Activity Report for quarter ending 30 September 2020.

### BACKGROUND

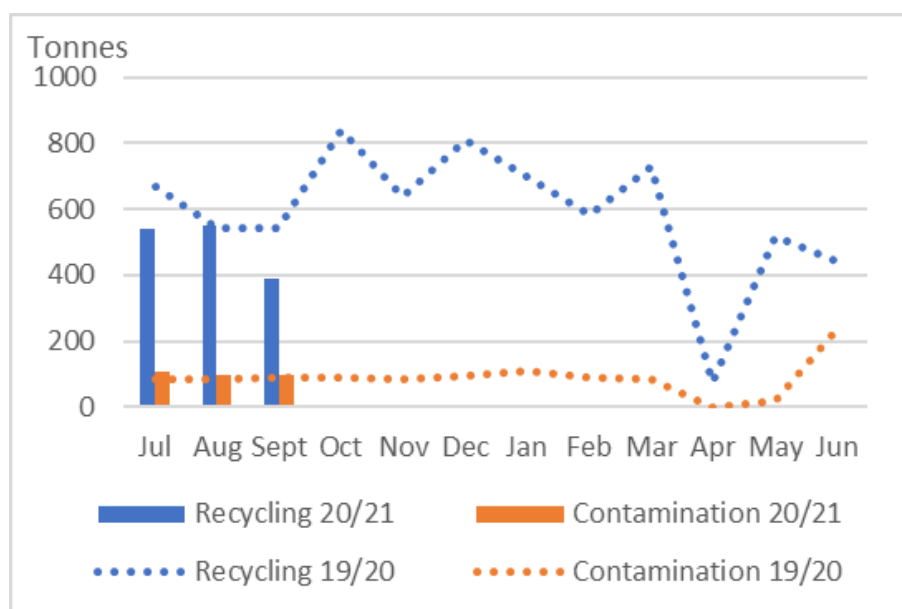
- 3 The Waste and Environmental Solutions activity provides for effective refuse and recyclables collection, resource recovery, and residual disposal in a way that protects public health and minimises impact on the environment.

## DISCUSSION

- 4 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.
- 5 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.
- 6 The monitoring and reporting for Council's one active and five closed landfills are carried out by GHD Ltd.
- 7 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

- 8 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.
- 9 From July to August 2020 a total of 1,090.47 tonnes was diverted (the figure for September will not be available until early November). This represents a reduction of 10% based on the same period in 2019, when a total of 1209.39 tonnes was diverted. Contamination has increased by 24% from 166.15 tonnes in 2019, to 205.16 tonnes for the same period in 2020, primarily due to the changes in materials accepted for recycling and lower tolerance for contamination at the Material Recovery Facility.



### Major initiatives

- 10 **Waste Minimisation Grants** – To the end of September, \$1,500 has been awarded for small waste minimisation projects of \$500 or less. The September round of funding has closed, with final decisions to be made by the Grants Subcommittee in November.

- 11 **Green Island Landfill and Transfer Station Management** – The Landfill Gas collection system continues to be improved and expanded as the landfill progresses. Further work to assess the composition of waste entering the landfill is underway in order to potentially further reduce 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.
- 12 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 new weighbridge is expected to be delivered in early December. The improvements to the layout of the resource recovery area and Rummage Store have progressed on schedule.
- 13 **City Recycling Facilities** – A third facility to supplement kerbside recycling in the Tertiary Precinct was opened in July located next to the Marsh Study Centre on Castle Street. This facility is hosted by the University of Otago. Potential new sites for additional facilities south of the Octagon have been identified and are now being worked through with internal departments, stakeholders, and land owners.
- 14 **Glass Recycling in the Tertiary Precinct** – Funding received from the Glass Packaging Forum was used to purchase two additional Glass 'Bintainers' to provide additional capacity for glass recycling in the Tertiary Precinct. The two sites have been installed after consultation with the University of Otago and as agreed with DCC Parks and Recreation.
- 15 **Public Places Recycling Bins** – The procurement of replacement public places recycling bins has begun, with the Procurement Plan and RFP documents being drafted. This procurement will involve an ongoing programme of replacing existing bins with a new style bins that are current best practice and consistent with other districts, and includes the facility to add remote monitoring if required.
- 16 **Rural Diversion Days** – In response to an initiative to provide more diversion opportunities for rural communities, DCC supported the Portobello Lions Club in holding a 'hawk and hurl' style event in October. The Outram community is currently planning another similar event, and the West Harbour Community Board has also agreed to hold a similar event in conjunction with the Port Chalmers and District Lions Club.
- 17 **Rural Recycling** – A trial rural recycling collection service was started in Momona but had to be suspended during the Covid-19 lockdown. The trial restarted in August and will end in November.
- 18 **Internal Waste Minimisation Initiatives** – In order to improve the DCC's sustainability performance, several sustainability initiatives are being introduced to the DCC. Desk bins have been removed and replaced with small desk cubes for waste, alongside additional recycling bins, designed to change staff behaviour.
- 19 **Combined Community Focussed Composting and Sustainable Living Workshop** - In September a facilitated composting workshop was held in Calton Hill which attracted full attendance (12 people). More combined workshops are scheduled in November and further workshops are to be held in conjunction with the University of Otago sustainable living project.
- 20 **Kerbside Recycling Audits** - The inspections commenced on 31 August for an 8-week period. A revised methodology was used in order to target a greater number of recycling bins to identify contamination and remind households of the recent changes of recycling acceptance criteria i.e.

we no longer take caps, lids, or 3,4,6 & 7 plastics. Further checking will be carried out on bins that contained significant amounts of contaminated material.

- 21 **Rummage Store Improvement Plan** – Refurbishment works were completed in late July. The works have attracted good feedback from the public. Improvements have continued with new signage being developed and all shelving receiving a repaint courtesy of the task Force Green team.
- 22 **Education Centre** – Planning is underway for refurbishment of the disused gas building (formerly used by Beta Antifreeze) near the Green Island Resource Recovery area and turn it into a community waste reduction education centre. It is expected that this facility will open in spring 2021. Initial clearing of the site and painting of the building will commence in April/May, conducted by Task Force Green.
- 23 **Tyre Recycling** – DCC has secured a continuing agreement for tyres to be recycled by Tyre Collection Services based in Christchurch.
- 24 **Waste Futures Project** – Following approval by Council on 25 August the consent applications for the proposed Smooth Hill landfill were lodged on 27 August. The consent applications are now undergoing formal review, including requests for additional information.
- 25 Work is ongoing to develop detailed options for waste diversion infrastructure to reduce waste to landfill and support the objectives of both the Waste Futures project and the Waste Minimisation and Management Plan. These options will be included in the 2021-31 Ten Year Plan Capital Expenditure programme.

### Capital projects

- 26 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

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

### NEXT STEPS

- 28 Areas of focus for the next quarter will be:
  - Detailed 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 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
- 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
- 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 promotes the environmental 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 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 continue to be involved in key Waste Futures 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 this is an update report no external engagement has been undertaken.



## SUMMARY OF CONSIDERATIONS

### ***Engagement - internal***

As this is 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.

## PROPERTY SERVICES ACTIVITY REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2020

Department: Property

### EXECUTIVE SUMMARY

- 1 This report updates the Committee on Property Services operations, maintenance and capital works for the quarter ending 30 September 2020.
- 2 Highlights for this quarter include:
  - a) Community Housing Aotearoa continued their review of DCC's existing Social Housing Policy 1997 and Social Housing Strategy 2010-2020.
  - b) Refurbishment of block one of the Palmyra housing site was completed and the units re-tenanted in July 2020. The refurbishment includes improved insulation, new bathrooms, double glazing, and electrical and safety improvements.
  - c) Successful funding application from the Provincial Growth Fund for \$426,298 for the repair and renewal of 12 Dunedin City Council owned community halls and libraries.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Property Services Activity Report for the quarter ending 30 September 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

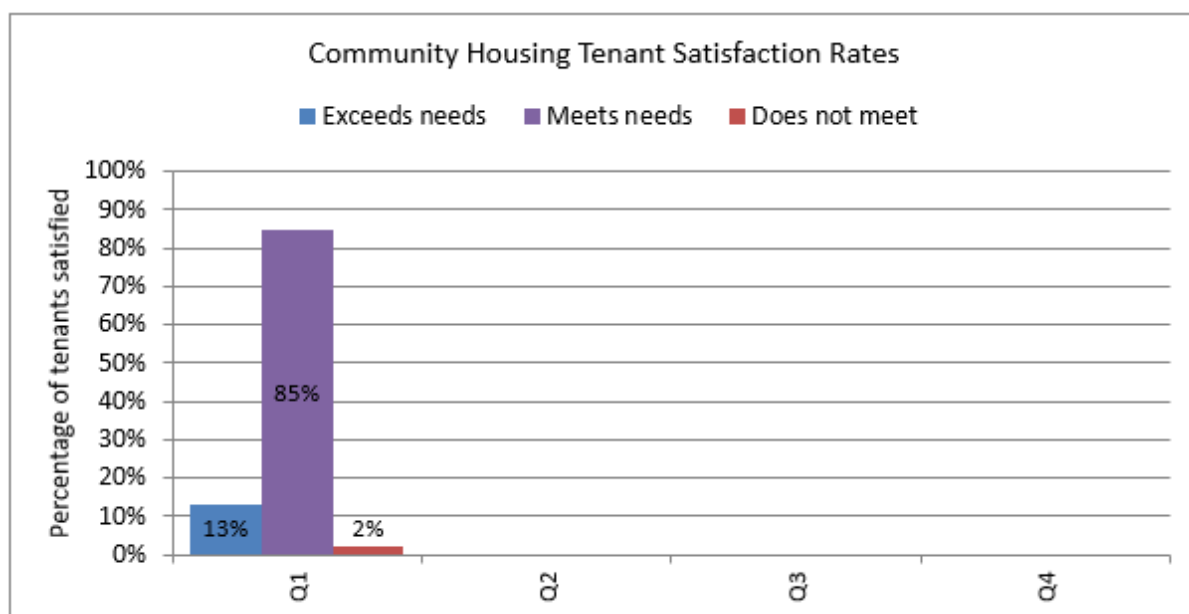
### Management of Property Services

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

### Levels of Service

#### ***1) The housing provided by the Council meets the needs of the community housing tenants***

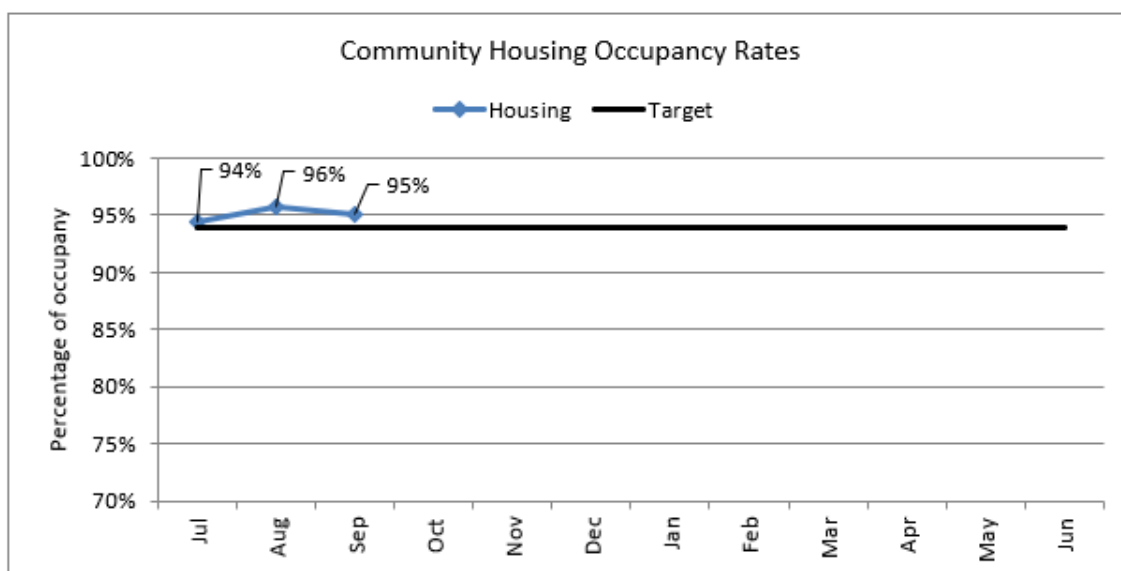
Percentage of tenants satisfied with Council provided rental housing



- 11 Every tenant is visited annually and 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 July 2020 and 30 September, 179 tenants were surveyed and 81% completed the survey. Of those that responded 98% said their "housing meets or exceeds their needs".
- 13 Comments from respondents who indicated the "housing exceeded their needs" provided positive feedback about the level of service they received from DCC and commented on the location of their unit and how functional, warm and dry their unit is.
- 14 Between 1 July 2020 and 30 September, 2% of tenants indicated their housing did not meet their needs. This was primarily due to disability related needs, such as requiring a walk-in shower rather than a bath, and a suggestion that a different type of heating source would be more suitable. A planned upgrade to heating sources is underway in order to comply with new healthy homes standards.
- 15 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***

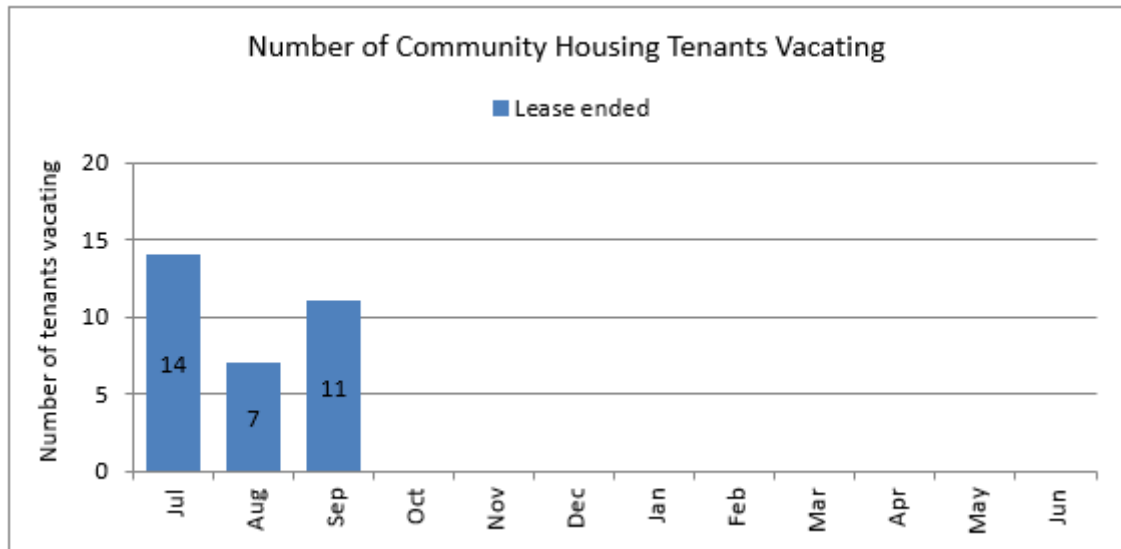
- 16 The turnover time between tenancies is kept to a minimum to ensure the community housing portfolio is effectively meeting the high demand for housing. The occupancy rate is measured as the number of days a unit is occupied during the period divided by the total number of days in the period.



- 17 Occupancy remains high at 95% as at 30 September 2020.
- 18 There are currently 21 short-term vacant units, of which 5 units are under offer to new tenants and 16 units are undergoing renovations.
- 19 Due to ongoing renovations at the Palmyra housing site and School Street housing site, tenants have been relocated. This will affect occupancy rates over the course of the redevelopment.

**Number of occupancy changes in community housing**

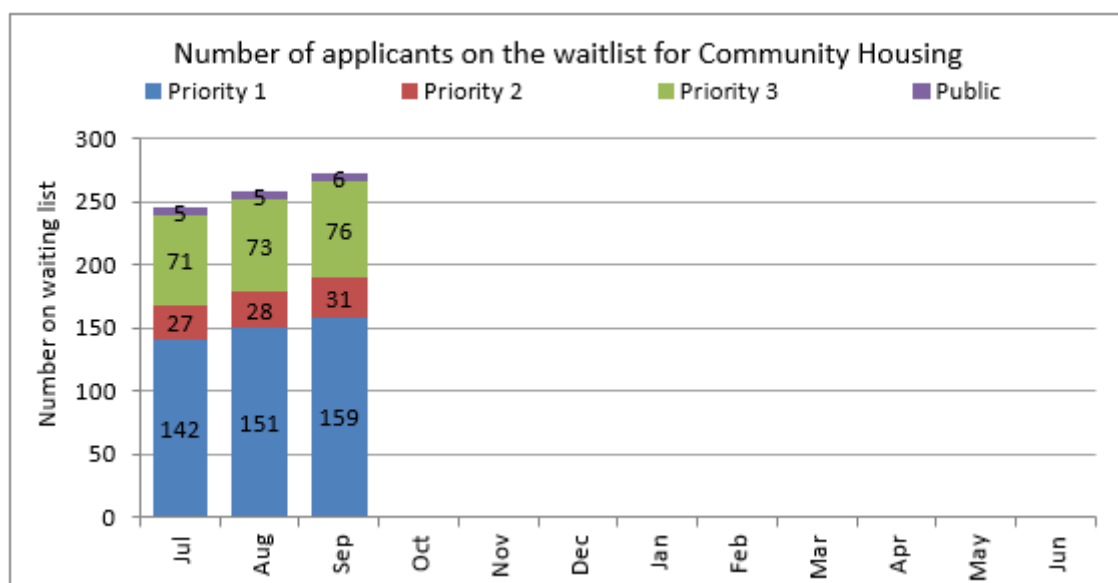
- 20 The number of community housing units that are vacated over time reflects the volume of work for staff when tenancies end; formalising the end of a tenancy, organising changeover work, and placing and settling in new tenants.



- 21 The number of tenants vacating is in line with previous years and no seasonal trends were identified.
- 22 Evidence indicates most vacancies arise due to the death of a tenant or the tenant going in to care.

**Waiting list for community housing**

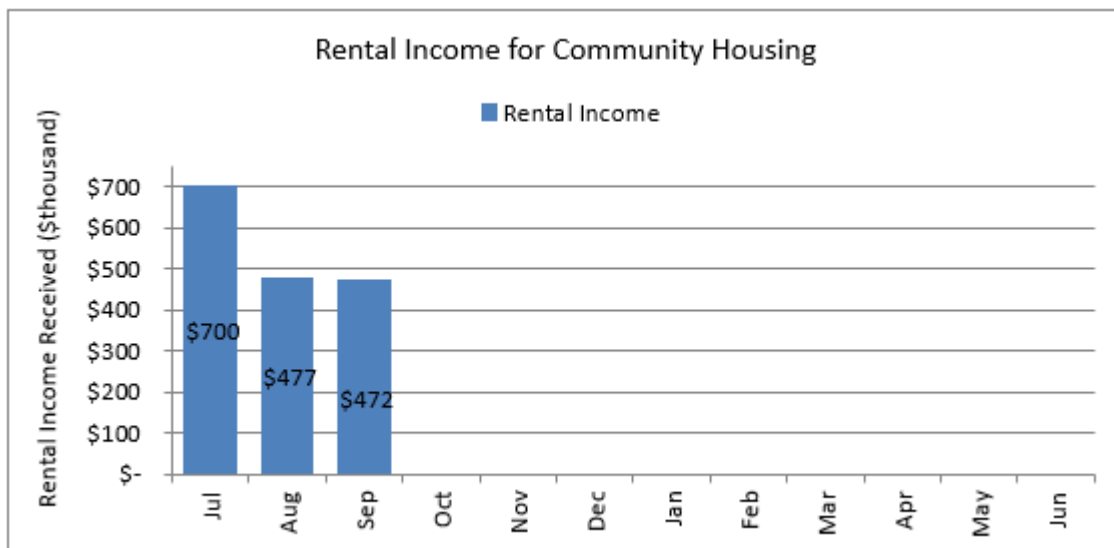
- 23 The waiting list is measured to understand the demand for community housing. This is taken as the number of applicants currently on the waiting list at the end of each calendar month.



- 24 As at 30 September 2020 the waiting list was 272 with 159 of those applicants considered Priority 1 (people over the age of 55, on low income, and below the asset threshold).
- 25 43 new applications were received between 1 July 2020 and 30 September 2020, some applications were processed remotely, during various COVID-19 levels.
- 26 Approximately half of applicants in the Priority 1 category of the waitlist have received an offer of housing at some stage, which they have declined.
- 27 The waitlist will be reviewed in January 2021. The review analyses all applicants' circumstances and their level of housing need.

#### **Community housing rental income**

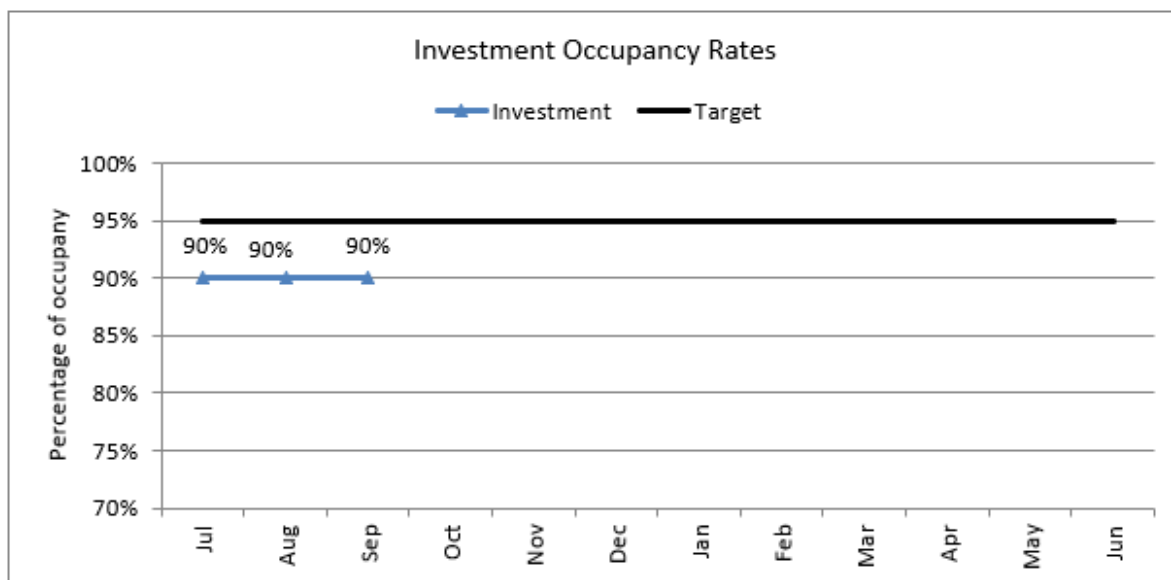
- 28 Community housing tenants pay rents according to the published schedule that relates to the size of the unit.



- 29 Rental income for Community Housing typically remains steady as the occupancy rate remains steady. There were three fortnightly payment cycles in July 2020, rather than two, which is why the rental income is higher for this month.

**2) Council investment properties are appropriately managed**

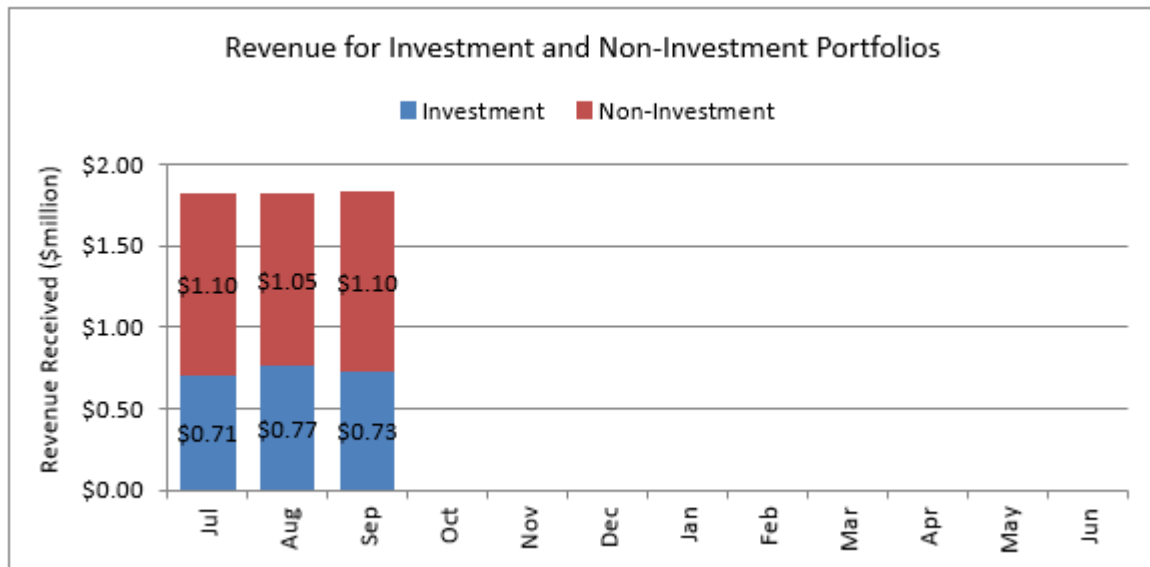
*Percentage overall occupancy of Council investment properties*



- 30 The investment portfolio serves as a non-rates revenue stream for Council. The reported occupancy rate is measured as the number of tenanted lease units divided by the total number of lease units within the portfolio.
- 31 The investment portfolio contains 16 properties, comprised of 50 lease units. As at 30 September 2020, 45 of these units are occupied, equating to an occupancy rate of 90%.
- 32 Two vacant units (Parry Street and Rosebank Road) have since been leased in October, and will be reflected in reporting for the quarter ending 31 December 2020.
- 33 Two vacant units at 54 Moray Place remain advertised for lease following completion of compliance upgrades earlier this year.
- 34 One retail space vacancy at 211 George Street (Wall Street Mall) is currently advertised for lease, with limited enquiry to date due to the uncertainty created by COVID-19.

**Revenue of Commercial and Investment Properties**

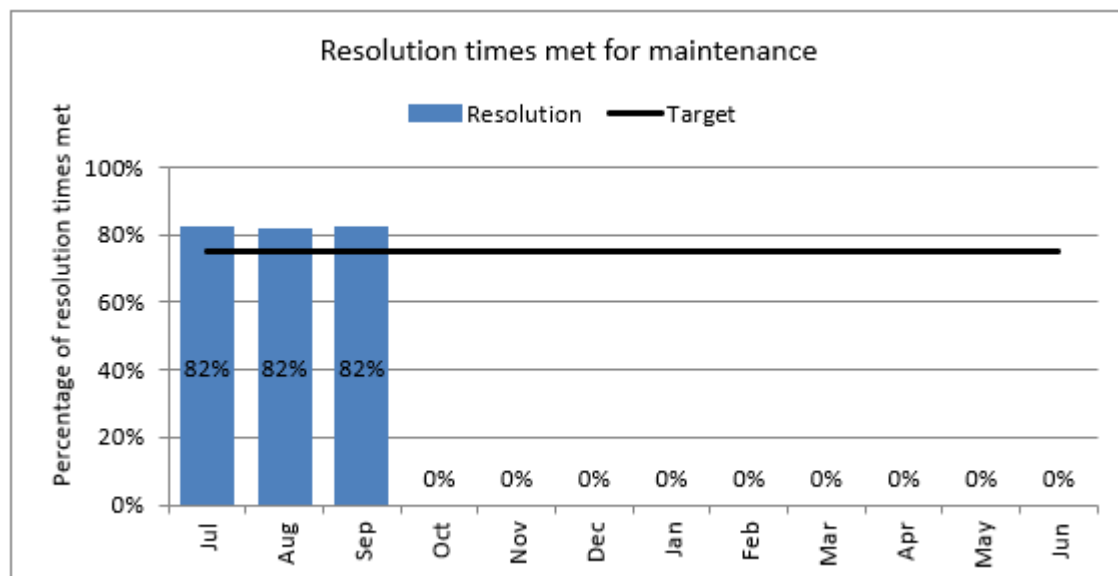
- 35 Revenue is generated from commercial and investment properties through rent payments, operational expense recoveries, and rates.



- 36 Revenue received from both investment and commercial properties remains steady after rebounding from the second quarter of 2020, following the end of COVID-19 rent relief.
- 37 Investment property revenue has increased following completion of a number of scheduled Consumer Price Index and fixed percentage reviews across the portfolio. The larger increase for the month of August reflects the delayed timing of back rental invoices capturing these increases.

**3) Council operational properties are appropriately managed**

**Percentage of service request resolution times met**

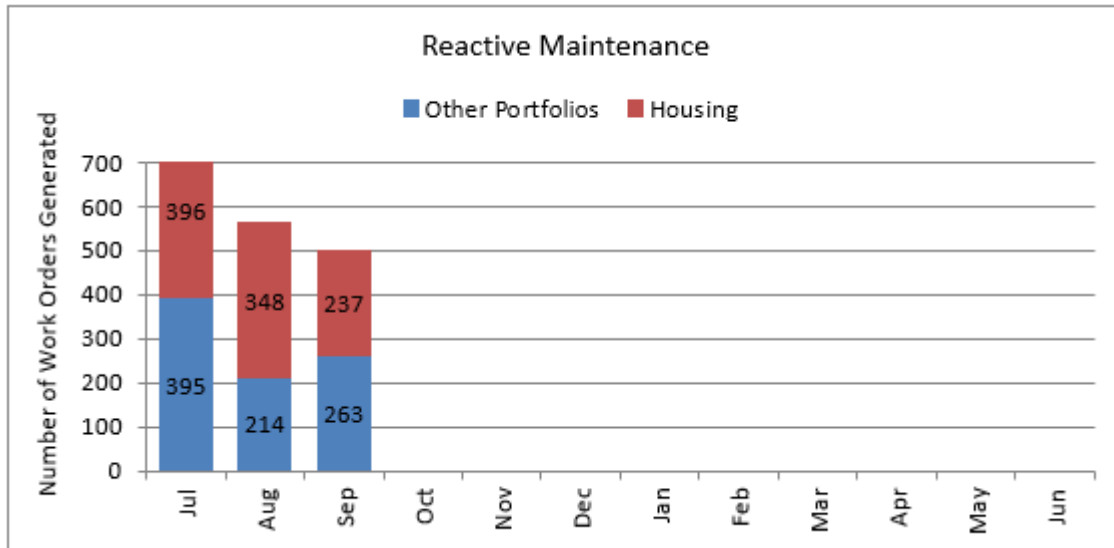


- 38 Overall resolution of scheduled work during the quarter improved upon the prior quarter results (when COVID-19 restrictions were in place) and have continued to perform above target results.



***Number of Reactive Work Initiated***

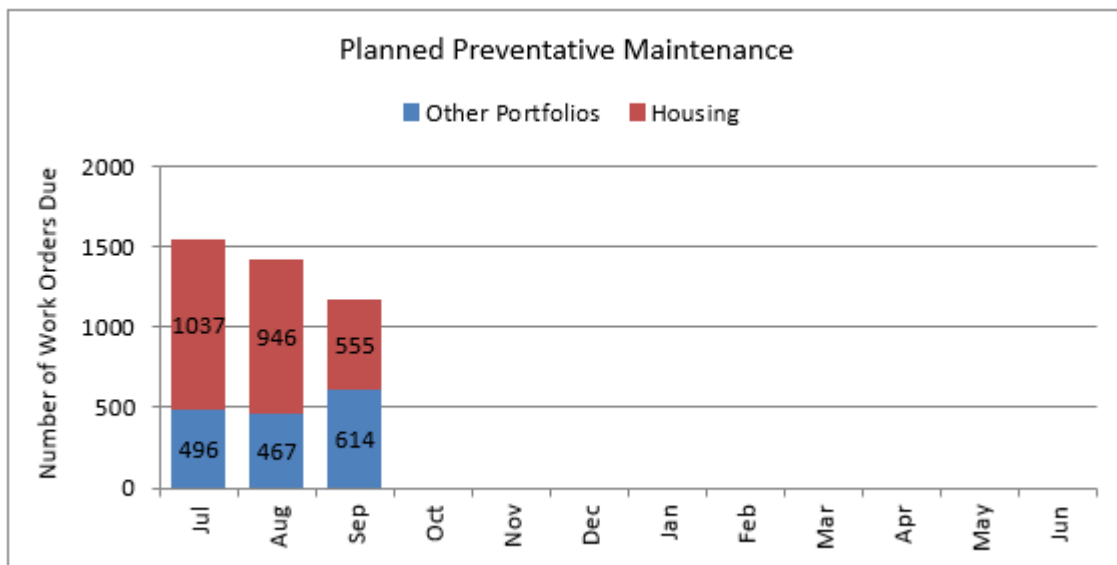
- 39 Reactive maintenance is carried out for all property portfolios. The level of reactive work required is measured by the total number of reactive work orders initiated in a given month.



- 40 Reported overall reactive work volumes are slightly higher (+1%) than the same quarter in the previous year. This is as a result of maintenance of public toilets transferring from the Parks and Recreation Services Group.
- 41 The housing portfolio currently accounts for around half of all reactive work. The operational services portfolio is the next largest contributor to reactive work and accounts for around a third of all reactive work. Reactive work related to public toilets is included within this portfolio.

***Number of Planned Preventative Maintenance Work Required***

- 42 Planned preventative maintenance (PPM) is carried out for all property portfolios 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.



43 The overall number of PPM work orders is similar to the previous year.

#### **Major initiatives**

44 Major initiatives for the period include;

- a) **Community Halls:** Repair and renewal work on 12 community halls commenced, aided by PGF funding of \$426,298. Works include roof repairs, repainting, new heating, and general upgrades.
- b) **Community Housing:** Community Housing Aotearoa continued the review of DCC's existing Social Housing Policy 1997 and Social Housing Strategy 2010-2020.
- c) **Dunedin Public Art Gallery:** Work to repair the roof and atrium commenced. Work is due for completion by December 2020.
- d) **Palmyra:** Refurbishment of block one of the Palmyra housing site was completed and the units re-tenanted in July 2020. The refurbishment includes improved insulation, new bathrooms, double glazing and electrical and safety improvements. Refurbishment of block two commenced in July 2020.
- e) **School Street:** Replacement of nine housing units at the School Street site continued with site excavation work completed.
- f) **South Dunedin Library & Community Complex:** Work on the concept design continued.
- g) **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.

#### **OPTIONS**

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

## NEXT STEPS

46 Areas of focus for the next quarter will be:

- a) **Community Halls:** Repair and renewal work on 12 community halls will continue, aided by PGF funding of \$426,298. Works include roof repairs, repainting, new heating, and general upgrades.
- b) **Community Housing:** A review of DCC's existing Social Housing Policy 1997 and Social Housing Strategy 2010-2020, will be completed, and will report to Council in December 2020.
- c) **Dunedin Public Art Gallery:** Work to repair the roof and atrium will continue, and is due for completion by December 2020.
- d) **Dunedin Railway Station:** Stage one of a three-stage exterior repair project will start in November 2020. The first stage will concentrate on the north end of the station and will include roof removal, replacement of damaged tiles, extensive lead work, stone repairs, timber replacement and repainting. The second and third stages are planned for 2021 and 2022.
- e) **Edgar Centre:** Roof replacement and compliance upgrade works will commence. This work includes minor structural improvement to the facility, remediating roof leaks, upgrading access for people with disabilities and upgrading fire services. It is scheduled to start in November 2020 and be completed by June 2021.
- f) **ID Cards:** Rollout of staff ID cards will commence.
- g) **Palmyra:** Refurbishment of block two at Palmyra housing site is scheduled to be completed by December 2020. The work includes improved insulation, new bathrooms, double glazing, electrical work, and safety improvements. Refurbishment of blocks three and four are due to commence in 2021 and be completed by 2022.
- h) **School Street:** Continuation of work constructing ten new housing units designed to meet Homestar 8 standard. This project is scheduled for completion by June 2021.
- i) **South Dunedin Library & Community Complex:** Concept design will be completed and an options report will be presented to Council in December 2020.

## 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.

## TRANSPORT ACTIVITY REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 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 quarter include:
  - a) The construction of Section 4 between Company Bay and Broad Bay of the Peninsula Connection Project continues with \$7million of work completed in the quarter. This section is due for completion mid 2021.
  - b) There has been an effective transition to the new transport maintenance provider Fulton Hogan. The contractor is successfully addressing a backlog of maintenance work and is ahead of programme for preparational repair works required for the 2021/22 re-seal programme.
  - c) A Mobility project is being rolled out to Transport field staff. This project provides staff with mobility devices that enables information to be accessed remotely and work to be completed on site in 'real time' stream lining inspection and audit processes.
  - d) Work continues to advance several major projects including Our Streets, George Street Upgrade, Tertiary Precinct and Shaping Future Dunedin Transport.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the Transport Activity Report for the quarter ending 30 September 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 rate (FAR rate) for works that meet agreed criteria via the National Land Transport Programme. The current FAR rate is 54% and reduces 1% each year until it reaches 51% in financial year 2023/24.

## **DISCUSSION**

### **Road Maintenance Contract**

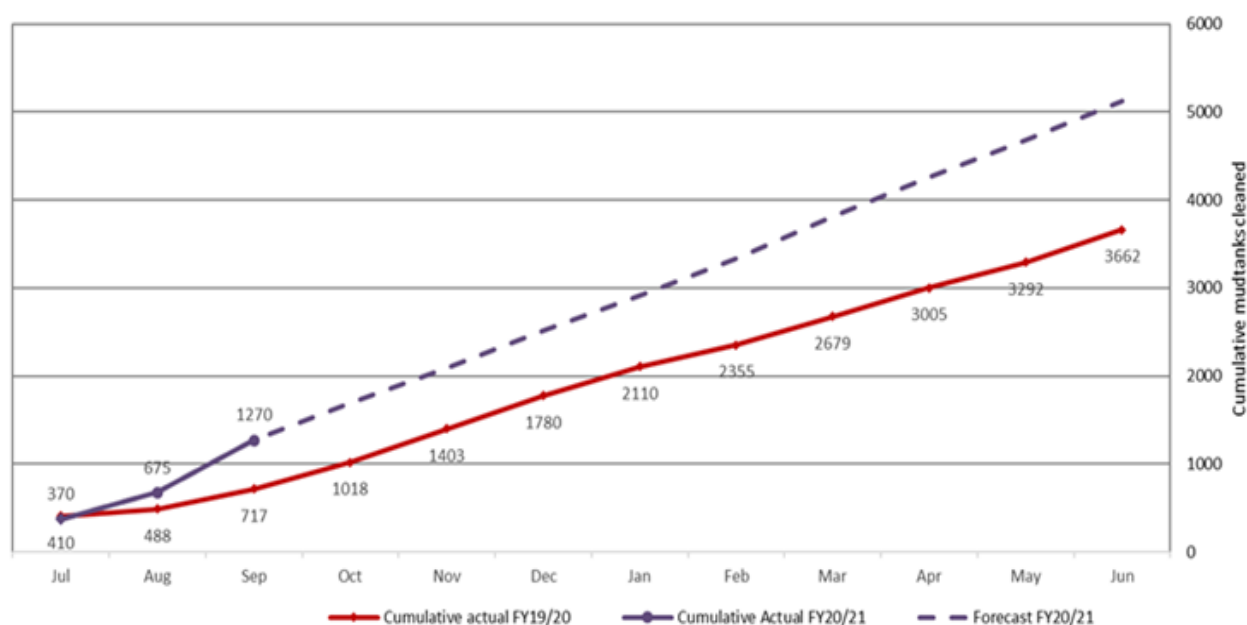
- 5 The 10-year Transport Maintenance contract was tendered in June 2019 and awarded to Fulton Hogan with a contract value of \$293 million.
- 6 The contract delivers transport maintenance activities with additional renewal work covering re-seals and a portion of 3 Waters renewals awarded as extra work on the successful delivery of agreed performance targets.
- 7 A revised performance framework of measures and targets are currently being developed. This will be reviewed by the contracts Governance Board (CGB) in the new year. This is comprised of senior executives from Fulton Hogan, Council and key sub-contractor South Roads and its role is to oversee the successful performance of the contract.
- 8 The performance framework will also cover a schedule of projects and initiatives that contribute to Council's think local, social and environmental procurement goals over the duration of the contract. These cover:
- a) Within the first three years of the contract Fulton Hogan has committed to reducing carbon emissions by building an energy efficient asphalt plant in Dunedin.
  - b) Electric vehicles will be used for city cleaning activities and light maintenance patrols. Further electric vehicles will be trialled for suitability across the remaining fleet.
  - c) Developing strong partnerships with local Iwi through a heads-of-agreement with Aukaha that seeks to identify and develop opportunities for Maori and Pacifica. Currently the contract commits to providing two cadet opportunities for Maori and Pacifica per annum.
- 9 The contract's current draft performance framework focuses on the following key result areas (KRAs).
- a) Safety – commitment to achieving positive health and safety outcomes and seek opportunities for continuous improvement.
  - b) Customer Service – responsiveness, communication and works scheduled to minimise disruption.
  - c) Sustainability – making a positive environmental, social and economic footprint in the region.

- d) Value and Assurance – asset management supports quality outcomes while taking a whole of life approach.

### Contract – Value and Assurance

- 10 Work has progressed well in the quarter for mud tank maintenance with 2,706 (31%) inspected versus a target of 25%. Of those inspected 52% (1,407) required cleaning of which 1,270 (90%) have been cleaned for the quarter. This is an increase on those cleaned last year (553) when delays occurred due to the discovery of low-level asbestos traces in mud tank waste. This has been addressed with appropriate operational procedures in place.
- 11 Inspections and cleans for the quarter covered the following areas: Abbotsford, Concord, Green Island, North East Valley, Port Chalmers, The Peninsula, South Dunedin, Mosgiel, Fairfield, Waldronville, CBD and Pinehill.

**Mudtank Cleaning FY2020/21**



### Contract - Customer Service

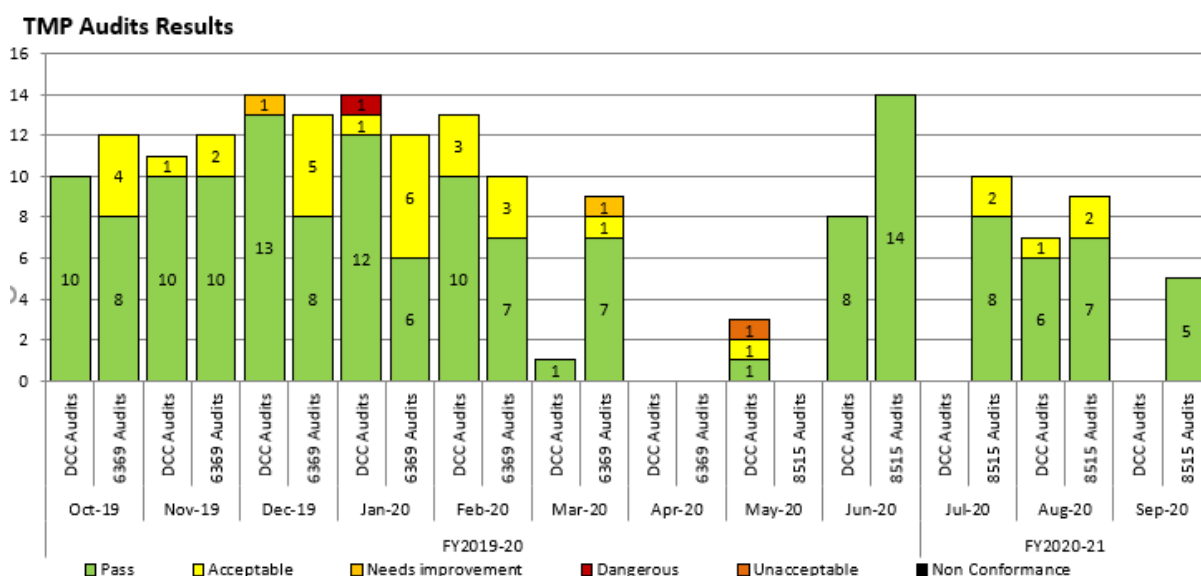
- 12 Performance is measured by Customer Service Agency (CSA) response times and volumes.
- 13 Contractor CSA requests totalled 1,206 in the quarter compared to 962 in the previous year's quarter – an increase of 25%. The largest volume of service requests are related to clearing detritus, potholes, dumping and vegetation.

### Contract - Safety

- 14 Safety performance of Contract 8515: Transport Network Maintenance is measured through Traffic Management Plan (TMP) audits, Health and Safety audit results, and valid complaints from the community.
- 15 The first quarter health and safety results have been acceptable. Of the 31 TMP audits undertaken by DCC capital delivery staff in July, August and September 2020, all passed with no sites deemed dangerous. When dangerous sites are identified they are shut down immediately.



- 16 An independent health and safety auditor undertook a review of the contractor's health and safety documentation 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. A follow up audit is scheduled early November 2020.



### Contract – Sustainability

- 17 During the duration of the contract a number of initiatives and projects are being developed and rolled out that contribute to Councils carbon zero goals. To date the following has been put in place:
- a) **Purchase of an electric vehicle for the light maintenance patrol fleet-** A 100% electric utility vehicle has been purchased for the cyclic patrol fleet. It operates in the CBD and harbour area of Dunedin (including Baldwin Street) filling potholes, fixing signs and undertaking other light maintenance tasks. Charging takes 6 hours and lasts for 1-2 days.

### Major initiatives

- 18 **Capital Renewals 2020/21** - Shortfalls in Waka Kotahi funding for the renewal programme remain. Applications to the shovel ready fund made during lockdown to address this shortfall were unsuccessful. Elements of the planned renewal programme have therefore been deferred and budgets adjusted. This will result in asset management renewal targets not being met for kerb and channel and footpaths. Reseal level of service targets will also not be met with an estimated 5.3% of the network being resealed versus a target of 6%. Rehabilitation projects have also been placed on hold with the exception of Ward Street.
- 19 **Pre-seal repairs 2020/21 programme** - The timely undertaking of pre-seal repairs is essential for the successful delivery of re-seals. Asset management best practice aims to have all repairs complete 6 to 12 months in advance allowing time for the repairs to settle and cure in preparation of the reseal the following year. This avoids potential seal failures such as flushing. The team is on track to achieve this target in preparation for the 2021/22 reseals with the proposed programme close to being finalised.

- 20 **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. The contract aspires to become a cost reimbursable model pending acceptable on-going performance.
- 21 **Mobility Project** – A mobility project went live in late October. This provides mobility devices for field staff stream-lining process and reducing the time needed to undertake field audits, inspections and addressing customer issues. Staff using mobile devices are experiencing a significant increase in productivity as necessary information can be accessed and work completed on-site in real-time.
- 22 **Peninsula Connection Safety Improvement Project** – The official opening of Section 2 took place in October. The construction of section 4 between Company Bay and Broad Bay is ongoing and due for completion in mid 2021. Section 5 between Portobello and Harington Points is due for tender early next year. An on-line community consultation about the Broad Bay reserve area was undertaken and is now closed with feedback being collated.
- 23 **Our Streets – Harbourlink.** The Harbourlink project covers the cycle path between Portsmouth Drive and the Water of Leith Bridge. This and the completion of the SH88 cycleway into Port Chalmers, are the final sections of cycleway to complete a link from Port Chalmers to Dunedin. Construction of the Harbourlink is underway with the St Andrew St carpark sealing upgrade (due for completion early December) and works necessary to route the cycleway over the St Andrews Street level crossing. All works are forecasted for completion in March 2021.
- 24 **City to Waterfront Bridge Connection** – This project is currently on hold.
- 25 **Tertiary Precinct** – The Tertiary Precinct Project will renew underground stormwater and wastewater pipes at the same time as improving safety, enhancing the accessibility, amenity and public space of the streets near the University of Otago and Otago Polytechnic campuses for all users. Preparation of the business case for this project has started. Further detail on this Project will be subject to a Long Term Plan Council report.
- 26 **Central City Project – Retail Quarter (George Street)** – A report on this project is being presented to the Planning and Environment Committee on Tuesday 17 November 2020.
- 27 **LED Street Light Installation** – 1,061 lights were installed in September with work undertaken in Andersons Bay, St Kilda, St Clair, South Dunedin, Mosgiel and Port Chalmers. The total installed to date is 5,900 with 8,828 remaining. The project has four installation crews, one maintenance crew and additional crews are being sourced from Auckland and Timaru to ensure weekly installation targets are being met with the project on target for 30 June 2021 completion.
- 28 **Shaping Future Dunedin Transport** – This is a collaborative partnership between Waka Kotahi, Dunedin City Council and Otago Regional Council to improve how people move into, out of and around central Dunedin. The first stage public engagement was completed on June 2020. A summary report was issued in September 2020. Work continues on the Programme Business Case following public engagement.
- 29 **Minor Safety Improvement Projects (low cost, low risk projects)** – Projects planned for completion this financial year are as follows:
  - a) Blackhead Road footpath and roundabouts at Blackhead Rd/Tunnel Beach Rd and Blackhead Rd/Emerson St (Enhanced FAR rate of 71%)

- b) Forbury / Bayview / Allandale roundabout
  - c) 15 Schools speed management projects
- 30 Due to funding constraints the following projects planned for completion this financial year have been deferred:
- a) Mobility crossings (2021 package)
  - b) Road safety barrier package (2021 package)
  - c) Wharf Street/Roberts Street intersection upgrade

### **OPTIONS**

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

### **NEXT STEPS**

- 32 Areas of focus for the next quarter will be:
- Continue with the LED Street Light Installation.
  - Continue the development of the performance framework for the new 10-year Maintenance contract.
  - Continue to advance with the minor safety improvement programme.
  - Prepare for the 2021/2022 renewal programme.
  - Prepare for the next NLTP funding round for 2021/23.
  - Continue to progress the major projects.

### **Signatories**

|             |                                                                                                  |
|-------------|--------------------------------------------------------------------------------------------------|
| Author:     | Merrin Dougherty - Asset and Commercial Manager, Transport                                       |
| Authoriser: | Jeanine Benson - Group Manager Transport<br>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 promotes the social, economic and environmental well-being of communities in the present and for the future.

### ***Fit with strategic framework***

|                                         | Contributes                         | Detracts                 | Not applicable                      |
|-----------------------------------------|-------------------------------------|--------------------------|-------------------------------------|
| Social Wellbeing Strategy               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Economic Development Strategy           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            |
| Environment Strategy                    | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Arts and Culture Strategy               | <input 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.

## **SUMMARY OF CONSIDERATIONS**

### ***Community Boards***

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

## UPDATES FROM GOVERNANCE ENTITIES

Department: Civic

### EXECUTIVE SUMMARY

- 1 This purpose of this report is to provide minutes or updates from governance entities that relate to the Committee's area of responsibilities so that elected members are kept informed of matters of interest.
- 2 These will be provided to the Committee as they become available. The first of these is from a meeting of Connecting Dunedin held on 3 September 2020. Others that will be provided in future include the Regional Transport Committees.
- 3 As this is an administrative report only, there are no options or Summary of Considerations.

### RECOMMENDATIONS

That the Committee:

- a) **Notes** the outcomes from a meeting of Connecting Dunedin held on 3 September 2020.

### Signatories

|             |                                                      |
|-------------|------------------------------------------------------|
| Author:     | Clare Sullivan - Team Leader Civic                   |
| Authoriser: | Simon Drew - General Manager Infrastructure Services |

### Attachments

|                                                                                                      | <b>Title</b>                                  | <b>Page</b> |
|------------------------------------------------------------------------------------------------------|-----------------------------------------------|-------------|
| <a href="#">A</a> | Minutes - Connecting Dunedin 3 September 2020 | 79          |

## Connecting Dunedin Governance Group MINUTES

**Minutes of a meeting of the Connecting Dunedin Governance Group held in the Plaza Conference Room, Civic Centre, The Octagon, Dunedin on Thursday 3 September 2020, commencing at 11.00 am**

### PRESENT

|                                   |                                  |                                      |
|-----------------------------------|----------------------------------|--------------------------------------|
| <b>Chairperson</b>                | Mayor Aaron Hawkins              |                                      |
| <b>Deputy Chairpersons</b>        | Jim Harland                      | Cr Alexa Forbes (ORC) via audio link |
| <b>Members</b>                    | Cr David Benson-Pope (DCC)       | <u>Sandy Graham (DCC)</u>            |
|                                   | Cr Steve Walker (DCC)            | Sarah Gardner (ORC) via audio link   |
|                                   | Cr Jim O'Malley (DCC)            | Kathryn King (NZTA) (via Audio link) |
|                                   | Cr Andrew Noone (ORC)            | Cr Michael Deaker (ORC)              |
| <b>Staff Support</b>              | Nick Sargent (DCC)               | Garry Maloney (ORC)                  |
|                                   | Dougal List (Programme Director) |                                      |
|                                   | Simon Drew (DCC)                 | Sarah Connelly (NZTA)                |
|                                   | Anna Johnson (DCC)               | Gavin Palmer (ORC)                   |
|                                   | Kelly Blackie (NZTA)             |                                      |
| <b>Governance Support Officer</b> | Jennifer Lapham                  |                                      |

### 1 APOLOGIES, CONFIRMATION OF MINUTES AND ACTIONS ARISING

- a) The minutes of the meeting held on 22 June 2020 were noted
- b) An apology was received from Cr Noone for lateness.

### 2 MATTERS ARISING

There were no matters arising.

### 3 SHAPING FUTURE DUNEDIN TRANSPORT

Nick Sargent spoke to the report on the Shaping Future Dunedin Transport project. He advised that feedback was being sought from the Committee on an alternative programme and the way forward from this point.

He advised that as a result of public feedback, transport modelling etc a review had been undertaken of Programme 1 and Programme 2 and as a result had assessed an alternative Programme 2v2

During the discussion Cr Andrew Noone entered the meeting 11.29 am.

Discussion took place on the proposal with members commenting on traffic modelling, developing work programmes and the process for seeking decisions via the various Planning Documents.

Following discussion there was general agreement to the base programme so that could proceed and to continue to develop Programme 2v2 to enable better comparison of this with Programme 1. It was also agreed that a stakeholder hui be held to discuss the proposals. It was suggested that this be held when sufficient information was available to support discussion and to compare option 1 and 2v2. The partners noted the need for close collaboration to deliver the forward work programme.

It was noted that after this meeting the engagement summary will be released, which will respond to the feedback, highlight elements of the base programme that are likely to proceed and advise more work was being undertaken.

#### **4 REGIONAL PUBLIC TRANSPORT PLAN REVIEW**

Discussion took place on the development of the Regional Public Transport Plan and the involvement of the Connecting Dunedin Group. It was agreed that there was a need for increased involvement from DCC and felt it was more appropriate to have a smaller group to discuss the issue of bus fares, routes etc and report back to the main committee.

It was agreed to discuss this matter with the Otago Regional Council.

#### **5 REGIONAL LAND TRANSPORT PLAN REVIEW**

It was noted that this would now be adopted by the end of June 2021.

During the discussion Cr David Benson-Pope left at 12.30 pm.

#### **6 BUS FARES AND BEE CARD UPDATE**

An update was provided on the bus usage as a result of the free fares and also the introduction of the Bee Card. Discussion was had on joint funding options for the fare structure and that the review of fares was within scope of the RTP review.

#### **7 WIDER TRANSPORT PROGRAMME**

Dougal List provided an update on the projects. He advised that a lot of the projects are inter-related and the need for a close working relationship was important over the coming months.

Waka Kotahi was asked for an update on the Safer Streets rules package.

**Action:** Waka Kotahi to provide an update on the Safer Streets rules package

#### **8 UPDATE TO TERMS OF REFERENCE TO REFLECT MEMBERSHIP**

The updated terms of reference was noted with a suggestion that the membership be position rather than a person specific. Updated ToR in line with discussion attached.

#### **9 NEXT MEETING DATES**

The next meeting of the Governance Group will be held on 3 December commencing at 11.30 am.

The meeting closed at 12.46 pm.



## **RESOLUTION TO STOP A PORTION OF WILLMOTT STREET AND HARBOUR TERRACE, CAREYS BAY**

Department: Transport

### **EXECUTIVE SUMMARY**

- 1 This report recommends concluding the road stopping at 2 Willmott Street (on the Harbour Terrace and Willmott Street frontages) as the public notification process has been completed with no objections received.

### **RECOMMENDATIONS**

That the Committee:

- a) **Notes** that no objections were submitted during the notice period.
- b) **Resolves** that under Section 342 of the Local Government Act 1974 the portion of unformed road described as Section 1 SO 543943 is stopped.
- c) **Authorises** a public notice declaring that the road is stopped.

### **BACKGROUND**

- 2 The owners of 2 Willmott Street applied for a road stopping to enable a boundary adjustment to accommodate retaining works on their property. This application was reported to the Infrastructure Networks and Service Committee on 15 April 2019.
- 3 Prior to the application being submitted, utility operators, and adjacent property owners were consulted. There were no objections to the proposal.
- 4 The Infrastructure Services and Networks Committee on 15 April 2019 resolved as follows:

*Moved Cr Mike Lord/Cr Conrad Stedman): That the Committee:*

- a) **Approves** the publishing of a public notice of the intention to stop a portion of legal road adjacent to 2 Willmott Street, Careys Bay, subject to the applicant agreeing to:
  - i) Pay the Council the non-refundable fee for processing the stopping.
  - ii) Pay the Council the actual costs involved in the stopping, regardless of whether or not the stopping reaches a conclusion, AND the value of the stopped road, assessed by the Council's valuer.

iii) *Amalgamate the stopped portion of the road with the title of the adjacent land that is owned by the applicant, namely OT11A/553.*

iv) *Accept the application of the standards contained within the Dunedin City Council Code for Subdivision and Development to the stopped road.*

v) *Register any easements on the stopped portion of road in favour of utility companies and/or relocate any utilities as required.*

*Motion carried (INF/2019/023)*

## **DISCUSSION**

- 5 The applicants and the Council entered into a conditional sale and purchase agreement in accordance with the Committee resolution.
- 6 The road stopping was publicly notified on 29 August and 5 September 2020, and no objections were received during the 40-day notification period.
- 7 The Infrastructure Services Committee is now able to formally resolve to stop the road.

## **OPTIONS**

### **Option One – Recommended Option**

- 8 As no objections have been received, the Infrastructure Services Committee may declare the road to be stopped.

#### *Advantages*

- This option is consistent with the Infrastructure Services Committee decision of 15 April 2019.
- This option will have negligible impact on the public road and will enable the creation of a practical boundary for the construction of retaining works within private land.
- The rateable area of private land will increase (slightly) following amalgamation of title.

#### *Disadvantages*

- There are no disadvantages identified.

### **Option Two – Status Quo**

- 9 The Infrastructure Services Committee may decide not to declare the road stopped.

#### *Advantages*

- There are no identified advantages.

#### *Disadvantages*

- This option would be inconsistent with the Infrastructure Services and Networks Committee decision of 15 April 2019.
- This option would not resolve the boundary alignment to enable the applicant's retaining works to proceed.
- This option would result in no increase in the rateable area of private land.

## NEXT STEPS

- 10 If agreed, a public notice declaring that the road is stopped will be published in the Otago Daily Times. A new Record of Title for the stopped road will be raised and the Record of Title will then be transferred and amalgamated with the adjacent property at 2 Willmott Street. The existing water toby will be moved to outside of the new property boundary.

## Signatories

|             |                                                                                                  |
|-------------|--------------------------------------------------------------------------------------------------|
| Author:     | Michael Tannock - Transport Network Team Leader<br>Paula Dickel - Property Officer Advisory      |
| Authoriser: | Jeanine Benson - Group Manager Transport<br>Simon Drew - General Manager Infrastructure Services |

## Attachments

|                    | Title                | Page |
|--------------------|----------------------|------|
| <a href="#">↓A</a> | Title Plan SO 543943 | 86   |

**SUMMARY OF CONSIDERATIONS**
***Fit with purpose of Local Government***

This decision enables democratic local decision making and action by, and on behalf of communities.

***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 type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

There is no contribution to the Strategic Framework.

***Māori Impact Statement***

There are no known impacts for tangata whenua.

***Sustainability***

Proactive management of the transportation network supports social and economic sustainability

***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no implications.

***Financial considerations***

Cost incurred in the process are met by the applicant.

***Significance***
***Engagement – external***

Initial consultation has been undertaken with Chorus NZ, Vodafone NZ, 2degrees Mobile, Aurora Energy Limited, Vocus Communications (FX Networks) and adjacent landowners. A full public notification process was carried out and no objections were received.

***Engagement - internal***

Transport, Parks and Recreation, Customer and Regulatory Services, Community and Planning Group, Planning and Urban Design, Property and Water and Waste Services have been consulted. The In-House Legal Counsel has reviewed this report.

***Risks: Legal / Health and Safety etc.***

There are no significant risks identified.

***Conflict of Interest***

There is no conflict of interest.

## SUMMARY OF CONSIDERATIONS

### *Community Boards*

The Community Board was consulted and had no issues with the proposal.



## Title Plan - SO 543943

**Survey Number** SO 543943  
**Surveyor Reference** 11797  
**Surveyor** Geoffrey William Bates  
**Survey Firm** Terramark Ltd  
**Surveyor Declaration** I Geoffrey William Bates, being a licensed cadastral surveyor, certify that:  
 (a) this dataset provided by me and its related survey are accurate, correct and in accordance with the  
 Cadastral Survey Act 2002 and the Rules for Cadastral Survey 2010, and  
 (b) the survey was undertaken by me or under my personal direction.  
 Declared on 19 Feb 2020 11:15 AM

### Survey Details

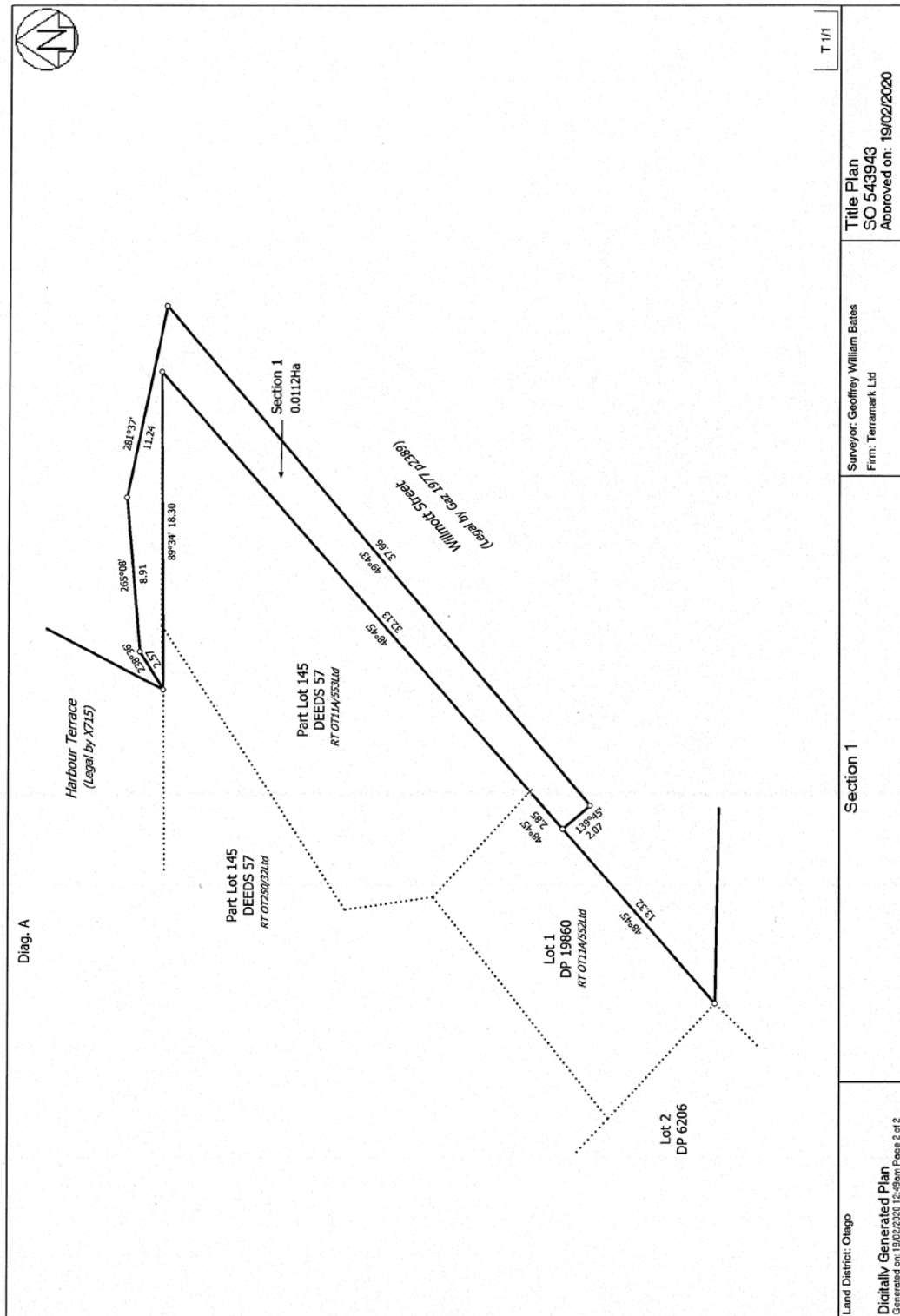
**Dataset Description** Section 1  
**Status** Approved as to Survey  
**Land District** Otago  
**Submitted Date** 19/02/2020  
**Survey Class** Class A  
**Survey Approval Date** 19/02/2020  
**Deposit Date**

### Territorial Authorities

Dunedin City

### Created Parcels

| Parcels                             | Parcel Intent        | Area      | RT Reference |
|-------------------------------------|----------------------|-----------|--------------|
| Section 1 Survey Office Plan 543943 | Road<br>Legalisation | 0.0112 Ha |              |
| <b>Total Area</b>                   |                      | 0.0112 Ha |              |



|                                                    |                                         |                                                                                                                                                                    |
|----------------------------------------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PLAN NO:</b><br><b>JOB REF:</b><br><b>DATE:</b> | SO 543943<br>D11797<br>27 NOVEMBER 2019 | <b>terramark</b><br><i>setting new boundaries</i><br>Surveying, Resource Management & Engineering<br>Dunedin 03-477-4783 Mosgiel 03-489-7107 Balclutha 03-418-0470 |
| <b>PLAN TITLE:</b>                                 | SECTION 1                               |                                                                                                                                                                    |
| <b>SHEET PURPOSE:</b>                              | LEGALISATION SCHEDULE                   |                                                                                                                                                                    |

### ROAD TO BE STOPPED

| SHOWN     | ADJOINING          | TITLE REFERENCE | AREA     |
|-----------|--------------------|-----------------|----------|
| Section 1 | Pt Lot 145 Deed 57 | OT11A/553 Ltd   | 0.0112ha |
|           | Pt Lot 145 Deed 57 | OT250/32 Ltd    |          |
|           | Lot 1 DP 19860     | OT11A/552 Ltd   |          |



## **NAMING OF NEW PRIVATE WAY**

Department: Transport

### **EXECUTIVE SUMMARY**

- 1 This report seeks approval of a road name for one new private way.
- 2 The road name proposed by the developer has been assessed against the DCC Road Naming Policy, and the recommended name complies. The suffix 'Crescent' rather than 'Place' or 'Close' is considered most appropriate having regard to the curvature of the accessway.

### **RECOMMENDATIONS**

That the Committee:

- a) **Names** a private way off Hagart Alexander Drive Mosgiel as 'Alder Crescent'.

### **BACKGROUND**

- 3 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](http://www.dunedin.govt.nz/road-naming)

### **DISCUSSION**

- 4 The developer has provided a proposed name and an alternative road name for the private way. There are a number of streets within the immediate area which are named with a tree related them i.e. Beech Street, Cedar Crescent, Oak Place, Rimu Court, Elmwood Drive and Ash Place.
- 5 The following table provides a summary of the road name proposed by the developer, and its compliance with the Road Naming Policy. Additional details, including a full assessment of the road name and the location/map of the new private way is provided in Attachment A.

#### ***Summary of proposed road names***

| Location of road                                                       | Proposed road name | Alternative road name         | Recommended road name |
|------------------------------------------------------------------------|--------------------|-------------------------------|-----------------------|
| Private Way at 89 Hagart Alexander Drive Mosgiel (Attachments A and B) | Alder Place        | Alder Close or Alder Crescent | Alder Crescent        |

## OPTIONS

### Option One – Recommended Option – Name the new private way as recommended

#### *Advantages*

- The recommended road name for the private way complies with the similarity, spelling, length and appropriateness criteria of the Road Naming Policy.
- The private way is named, and landowners gain a street address, allowing them to progress with building and access to services including postal deliveries.

#### *Disadvantages*

- There are no disadvantages identified with this option.

### Option Two – Council does not name the private way (alternative option)

#### *Advantages*

- There are no advantages identified with this option.

#### *Disadvantages*

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

## NEXT STEPS

- 4 If the private way name is approved, staff will process the required documentation and advise the developers and Land Information New Zealand of the new private way name.

## Signatories

|             |                                                                                                  |
|-------------|--------------------------------------------------------------------------------------------------|
| Author:     | Nick Sargent - Transport Strategy Manager                                                        |
| Authoriser: | Jeanine Benson - Group Manager Transport<br>Simon Drew - General Manager Infrastructure Services |

## Attachments

|                   | Title                                      | Page |
|-------------------|--------------------------------------------|------|
| <a href="#">A</a> | Proposed road name assessment Attachment A | 93   |
| <a href="#">B</a> | Proposed road name assessment Attachment B | 94   |

## 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 checked="" type="checkbox"/> | <input type="checkbox"/> | <input 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***

There are no known impacts for tangata whenua.

### ***Sustainability***

There are no implications for sustainability.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

There are no implications

### ***Financial considerations***

There are no financial implications as the costs of installing the road signs will be charged to the developers.

### ***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 Transport colleagues regarding the proposed Private Way name.

### ***Risks: Legal / Health and Safety etc.***

There are no known risks.

### ***Conflict of Interest***

There are no known conflicts of interest.

## **SUMMARY OF CONSIDERATIONS**

### ***Community Boards***

The new private way is in the Mosgiel – Taieri Community Board area. The community board has been consulted and has not raised any objections to the proposed name.

**Attachment - A**

**Dunedin City Council proposed road name assessment**

**New Private Way off 89 Hagart Alexander Drive**

|                           |                                                                                                                 |
|---------------------------|-----------------------------------------------------------------------------------------------------------------|
| <b>Proposed road name</b> | Alder Crescent                                                                                                  |
| <b>Description</b>        | The developer has chosen the name on the basis that the three street trees adjacent to the site are all Alders. |

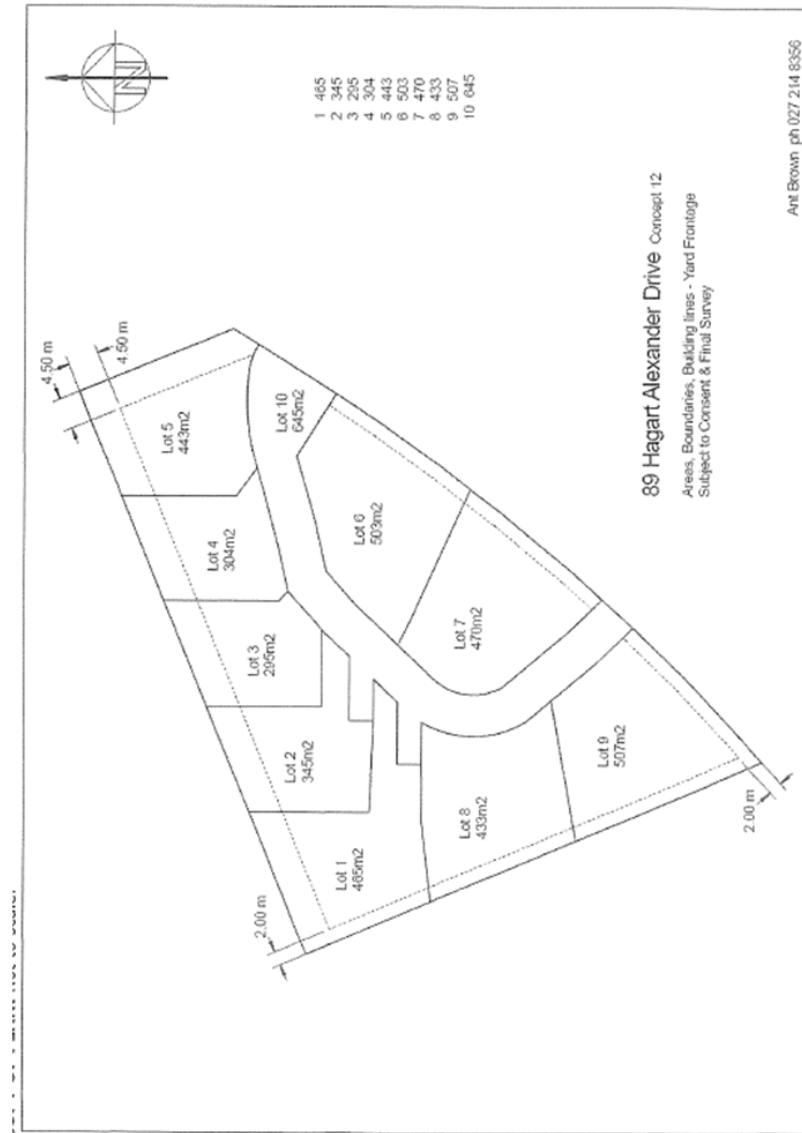
| <b>Road Naming Policy criteria</b>                                                                                                                                                                                                                                          | <b>Complies</b> | <b>Transport comment</b>                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4.1</b> New road names shall not be the same as, or similar to, existing road names within the city.                                                                                                                                                                     | Yes             |                                                                                                                                                                                          |
| <b>4.2</b> Roads are to have only one name.                                                                                                                                                                                                                                 | Yes             |                                                                                                                                                                                          |
| <b>4.3</b> 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             | There are a number of streets within the immediate area which are named with a tree related theme i.e. Beech Street, Cedar Crescent, Oak Place, Rimu Court, Elmwood Drive and Ash Place. |
| <b>4.4</b> Roads should not be named after any commercial organisation or any living or recently deceased person.                                                                                                                                                           | Yes             | 'Alder' is not specifically identified with a particular person.                                                                                                                         |
| <b>4.5</b> Road names must not be anagrams, amalgamations or derivatives of people's names.                                                                                                                                                                                 | Yes             |                                                                                                                                                                                          |
| <b>4.6</b> Names should be 15 characters or less including spaces but excluding suffix.                                                                                                                                                                                     | Yes / No        | Alder is five characters.                                                                                                                                                                |
| <b>4.7</b> Short names should be proposed for short streets for mapping purposes.                                                                                                                                                                                           | Yes             | The subdivision at the site provides for nine new residential lots designed around a Crescent.                                                                                           |
| Road name suffix                                                                                                                                                                                                                                                            | Yes             | Crescent reflects the nature / curvature of the private accessway                                                                                                                        |
| Community Board                                                                                                                                                                                                                                                             | Yes             | No objections have been received from the Community Board to the proposed name                                                                                                           |
| Consultation                                                                                                                                                                                                                                                                | Yes             | The developer has confirmed that they are the sole owner of all of the development land the subject of the subdivision                                                                   |

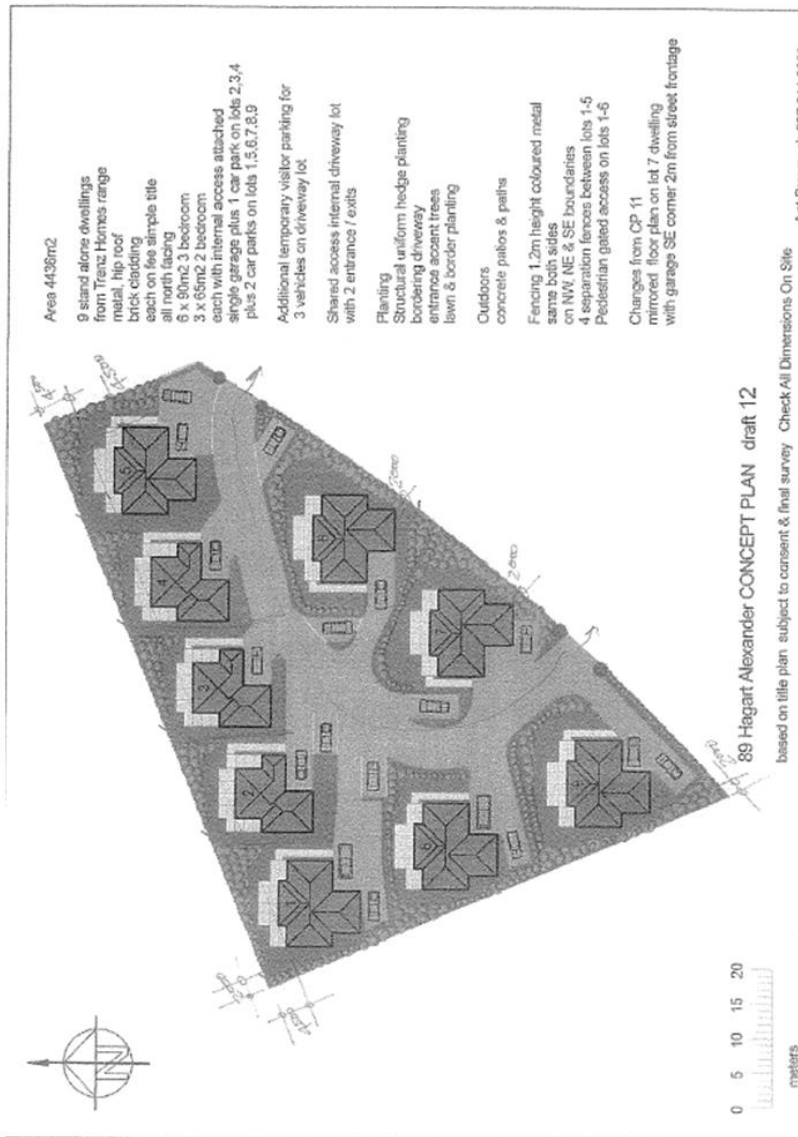
|                           |                                                        |
|---------------------------|--------------------------------------------------------|
| <b>Overall assessment</b> | 'Alder Crescent' complies with the Road Naming Policy. |
|---------------------------|--------------------------------------------------------|

**Attachment - B**

Dunedin City Council proposed road name assessment

New Private Way off 89 Hagart Alexander Drive





## DRAFT LITTER COMPLIANCE POLICY 2020

Department: Waste and Environmental Solutions

### EXECUTIVE SUMMARY

- 1 This report presents an updated Litter Compliance Policy 2020 to the Committee and seeks approval to give public notice of the Council's intention to adopt this policy.
- 2 This updated policy extends the regime of littering offences under the existing Litter Compliance Policy 2018 to assist in regulating littering and illegal dumping incidents on public property under the control of Council and on private property.
- 3 The purpose of the Litter Compliance Policy is to ensure Dunedin's people and environment remain protected from harm by minimising the negative effects of littering and illegal dumping/fly tipping.
- 4 The Litter Compliance Policy 2018 (LCP) has been revised and updated in line with provisions set out in the Litter Act 1979 (The Act).

### RECOMMENDATIONS

That the Committee:

- a) **Approves** the 14-day public notification of the proposed Litter Compliance Policy 2020.

### BACKGROUND

- 5 The Litter Act 1979 provides that a Council may adopt infringement provisions for breaches of the Litter Act only after it has given at least 14-days' notice of its intention to do so.
- 6 The current Litter Compliance Policy (Attachment A) was adopted by Council on 1 May 2018 following a 14-day public notification period. A number of infringement offences were adopted and set out in the policy; however, the existing infringement offences do not provide Council with any powers regarding litter on private land.
- 7 Since 1 May 2018 warranted Council staff have issued several warning letters and one infringement notice for incidents of illegal dumping on public land under the control of Dunedin City Council.
- 8 The Infrastructure Services Committee has the delegation to approve and adopt a Litter Compliance Policy and associated enforcement processes.



## **DISCUSSION**

- 9 Littering and illegal dumping incidents cause wider environmental effects that impact on communities and ecological systems including the contamination of land and waterways.
- 10 There are areas within Dunedin City that consistently report higher rates of littering and illegal dumping events. Residents, businesses, and visitors to Dunedin often request that Council do more to address these issues.
- 11 Waste and Environmental Solutions have identified that some households, primarily in the University Campus and City Rise areas, often stockpile general waste on private property while waiting to take advantage of free disposal during the 'Skip days' provided by the University of Otago.
- 12 No matter where the rubbish stockpiles are located, they are usually untidy and a source of nuisance complaints to Council. This rubbish can escape from properties during high winds and heavy rain, as well as attracting animal scavengers. In the worst cases these stockpiles can become potential health hazards.
- 13 Accordingly, and in recognition of the principles contained in the Sophia Charter (<https://www.otago.ac.nz/otagobulletin/otago741232.pdf>), Waste and Environmental Solutions have reviewed and suggested amendments to the Litter Compliance Policy with sections of the Act that will deal more directly with litter and illegal dumping incidents on private property. These suggested amendments will assist Council in creating a cleaner and safer environment, especially in the North Dunedin area.
- 14 The revised policy is attached to this report (Attachment B: Proposed Litter Compliance Policy 2020) with new or amended text coloured blue. The previous wording of the policy has also been simplified where possible, alongside minor changes to the structure of the document.
- 15 It should be noted that littering or illegal dumping on private land is only an offence under the Act if it is done without the consent of the occupier. In these cases, before the Council could issue an infringement, it would have to contact the occupier and confirm that the litter or dumped items had been left on their property without the occupier's permission. Where an occupier had given consent, then the Council can issue a Notice to Clear Litter (described below) and may pursue enforcement by issuing an infringement if the occupier fails to comply with the Notice.

### **Litter Compliance Policy Amendments**

- 16 This report presents the revised Litter Compliance Policy 2020 which includes new infringement offences for breaches of the Act, for:
  - Failing to comply with a notice requiring an occupier of private land to clear litter (Section 10);
  - Deposit of litter in a public place or on private land (Section 15); and
  - Wilful breaking of bottles or glass (Section 16).
- 17 Section 10 of the Act provides for the issuing of a Notice to Clear Litter on private land that is judged to grossly deface or defile an area:

*‘Any territorial authority may serve or cause a Litter Control Officer appointed by it to serve, on its behalf, on the occupier of any private land or any land vested in or controlled by the Crown or any local authority (within the meaning of section 5(1) of the Local Government Act 2002) a notice in writing requiring the occupier, to the satisfaction of an Officer,—*

- a) to clear away, or remove, from the land; or*
- b) to clean up; or*
- c) to screen, cover, or otherwise obscure from view—*

*such litter as may be specified in the notice within 14 days or such further time as may be so specified, being litter which, in the opinion of the territorial authority, tends to grossly deface or to defile the area in which the private land is sited.’*

- 18 If the occupier fails to comply with a Notice to Clear Litter, then an infringement may be issued. The term ‘occupier’ is defined in the Act and means ‘any lessee, licensee, or other occupant of the land, and includes the owner or the agent of the owner where there is no apparent occupier’. In the case of multi-occupancy properties, every tenant or owner including property managers can be considered as an occupier and where appropriate all could be infringed.
- 19 The wilful breaking of glass, creating glass litter on roads, walkways, and in recreational areas can cause harm to people and property. The campus and city rise areas of the city have higher incidents of this kind of litter due to the high density of rental properties containing groups of young people.
- 20 Conversely, littering in the Central City environment is more likely to be caused by a disregard of the environment where materials such as packaging or cigarette butts are disposed of on the ground or in gutters which lead to the stormwater system, and ultimately into the environment and/or ocean. Littering is one significant cause of plastic in our oceans.
- 21 Existing Council staff who are appointed as Warranted Litter Control Officers (LCO’s) will decide on the enforcement action to take in relation to a littering or illegal dumping incident; this may involve education, warnings, investigations and infringement notices. Nothing in the policy prevents the Council from pursuing a serious offence to prosecution in the District Court.

## **OPTIONS**

### **Option One – Recommended Option**

- 22 Approve the proposed amended Litter Compliance Policy for 14-day public notification.

#### *Advantages*

- The amended policy will give more powers to Council to respond appropriately to littering or illegal dumping incidents, including hazardous litter and the prevention of rubbish stockpiling.
- The amended policy supports Council’s commitment to the Sophia Charter.

#### *Disadvantages*

- Additional staff time may be required for alleged littering investigations.

### Option Two – Status Quo

23 Do not approve the proposed amend Litter Compliance Policy for 14-day public notification.

#### *Advantages*

- No public notification period is required.
- No additional staff time will be required for investigations.

#### *Disadvantages*

- The existing policy will remain in force giving Council less powers to respond appropriately to littering or illegal dumping incidents, including hazardous litter and the prevention of rubbish stockpiling.
- Does not support Council's commitment to the Sophia Charter.

### NEXT STEPS

- 24 If the Council approves the amended Litter Compliance Policy 2020 for publication, a notice will be prepared for insertion in the Otago Daily Times and on the Council website, providing a link to proposed policy, and allow submissions to be lodged within a set period.
- 25 Staff will then consider the submissions received and make any reasonably necessary amendments to the proposed policy, as required. A final report will be prepared for the Committee, which shall include the proposed version of the Litter Compliance Policy 2020. Adoption of the proposed 2020 policy and revocation of the existing 2018 policy will be sought to be made by way of resolution.

### Signatories

|             |                                                                                                             |
|-------------|-------------------------------------------------------------------------------------------------------------|
| Author:     | Catherine Irvine - Solid Waste Manager<br>Chris Henderson - Group Manager Waste and Environmental Solutions |
| Authoriser: | Simon Drew - General Manager Infrastructure Services<br>Simon Pickford - General Manager Community Services |

### Attachments

|                    | <b>Title</b>                           | <b>Page</b> |
|--------------------|----------------------------------------|-------------|
| <a href="#">⬇A</a> | Litter Compliance Policy 2018          | 102         |
| <a href="#">⬇B</a> | Proposed Litter Compliance Policy 2020 | 107         |

## SUMMARY OF CONSIDERATIONS

### ***Fit with purpose of Local Government***

This decision promotes the social and environmental 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 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 objective of the Litter Compliance Policy is to keep Dunedin's communities and environment free from litter and illegal dumping, ensuring Dunedin remains one of the world's great small cities.

### ***Māori Impact Statement***

This Policy supports the principle of Kaitiakitaka in partnership with Kāi Tahu in their inherited role as kaitiaki.

### ***Sustainability***

The Proposed Litter Compliance Policy will enable enforcement action to be taken in accordance with the Litter Act 1979 in respect of littering and illegal dumping events, and the Policy aims to protect people and the environment from harm.

### ***LTP/Annual Plan / Financial Strategy /Infrastructure Strategy***

No LTP/Annual Plan / Financial Strategy /Infrastructure Strategy implications.

### ***Financial considerations***

Staff time may be required for investigations in to incidents of littering or illegal dumping. The requirement for additional staff time is unknown and unbudgeted.

### ***Significance***

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

## SUMMARY OF CONSIDERATIONS

### ***Engagement – external***

The amended Litter Compliance Policy will be available for public consultation through the 14-day public notice period.

### ***Engagement - internal***

Internal engagement has occurred with the Waste and Environmental Solutions, In-House Legal Services, and Environmental Health teams.

### ***Risks: Legal / Health and Safety etc.***

There are no identified risks.

### ***Conflict of Interest***

No conflicts of interest have been identified.

### ***Community Boards***

Notification will be provided to the Community Boards regarding the 14-day public notice period.

| <b>LITTER COMPLIANCE POLICY</b> |                                             |                  |  |
|---------------------------------|---------------------------------------------|------------------|--|
| <b>Approved by:</b>             | Council                                     |                  |  |
| <b>Sponsor:</b>                 | General Manager Infrastructure and Networks |                  |  |
| <b>Department responsible:</b>  | Waste and Environmental Solutions           |                  |  |
| <b>Date approved:</b>           | 1 May 2018                                  | <b>Reviewed:</b> |  |
| <b>Next review date:</b>        | 1 July 2024                                 | <b>DOC ID:</b>   |  |



## **PURPOSE**

Dunedin City Council (DCC) receives a number of call outs to collect litter and illegally dumped rubbish. The Waste and Environmental Solutions (W&ES), Parks and Recreation (PARS), Transportation, and Environmental Health activities are involved in responding to these calls.

This policy provides a consistent enforcement approach for the teams dealing with littering and illegal dumping events regularly.

Ensuring Dunedin's people and environment are healthy by minimising the negative effects of littering and illegal dumping is a key strategic outcome for this policy.

## **SCOPE**

Local authorities are responsible for the enforcement of the Litter Act 1979. Sections 13 and 14 of the Act allow local authorities to adopt infringement provisions to minimise the negative effects of littering and illegal dumping.

This policy provides guidance to DCC Officers responding to littering or illegal dumping incidents. It provides a framework for warranted Litter Control Officers to serve infringement notices for non-compliance, littering and illegal dumping based on positive identification of the offender.

The DCC will apply this policy in public places and to private land within the Council's control. This excludes land under the control of other public authorities such as the New Zealand Transport Agency.

This policy addresses litter offences and infringement only and there are some waste related issues of non-compliance that will not be covered by this policy e.g. contamination of recycling bins which is being managed via a kerbside bin checking programme.

## **DEFINITIONS**

For the purposes of this policy litter is defined under three categories:

**Litter:** - any refuse, rubbish, animal remains, glass, metal, garbage, debris, dirt, filth, rubble, ballast, stones, earth, garden waste, grass clippings, other waste matter, or any other thing of a like nature.

**Dangerous Litter:** - items likely to endanger a person or cause physical injury, disease or infection. This includes glass whether it is broken or not, medical waste (including needles), other sharp or jagged metal or any litter of a toxic or poisonous nature.

**Offensive Litter:** - rotting food, animal remains, faeces, sanitary products and discarded nappies.

## **POLICY**

### **1. Council role and responsibility**

- 1.1. It is the responsibility of the DCC to monitor the Dunedin district, respond to reported littering and illegal dumping incidents and to decide what remedial action should be taken.

### **2. Principles of compliance and enforcement**

- 2.1. The DCC has discretion regarding the response taken to a littering or illegal dumping incident.
- 2.2. Measures such as education, warnings, infringement notices and prosecutions may be used.
- 2.3. Factors influencing the choice of response are the type/nature of infringement; the impact and significance of the infringement on the environment and/or wider community and the frequency of offending.

### **3. Enforcement powers**

#### **3.1. Litter Control Officers**

- 3.1.1. Section 5 of the Act authorises the DCC to appoint persons (whether employed by the DCC or not) as Litter Control Officers.
- 3.1.2. The powers and duties of the Litter Control Officer are set out in the Act and incorporated into their warrant of appointment.

#### **3.2. Litter Wardens**

- 3.2.1. Council may appoint persons (whether employed by the Council or not) as Litter Wardens under section 5 of the Act.
- 3.2.2. Wardens duties are stated in their warrant of appointment and are performed in public places within Councils control.
- 3.2.3. Litter Wardens cannot issue infringement notices but are able to gather evidence and provide it to the Litter Control Officer so that an investigation can take place.

### **4. Types of enforcement response**

#### **4.1. Education & Warning**

- 4.1.1. Warnings may be issued at the discretion of the Litter Control Officer or Litter Warden.
- 4.1.2. Education material is supplied in the case of a minor first offence.

#### **4.2. Infractionment**

- 4.2.1. The DCC may issue an infractionment notice, with the appropriate infractionment fee as specified in Table 1.
- 4.2.2. Any Officer warranted by the DCC under Section 5 of the Act, as a Litter Control Officer, is authorised to issue infractionment notices in the Dunedin district.
- 4.2.3. An infractionment notice may be issued if the terms of a notice to clear litter are not met.
- 4.2.4. Infractionment notices may not be issued when an offender cleans up the litter when requested to do so by a Litter Control Officer on the first request.
- 4.2.5. Where an offence fits more than one descriptor in Table 1, the higher infractionment penalty will apply.
- 4.2.6. Where repeat offending for the same offence occurs within a 12 month period, the higher infractionment penalty will apply.
- 4.2.7. The Council may recover the costs of clean up and any remediation from the offender in addition any infractionment fees payable.

**Table 1: Schedule of Littering Offences and Infractionment Fees**

| <b>LITTERING OFFENCES AND INFRACTIONMENT FEES</b>                                                                        |                      |                                     |
|--------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------|
| <b>Infractionment</b>                                                                                                    | <b>First Offence</b> | <b>Second or Subsequent Offence</b> |
| Household rubbish deposited in public litter bins or public space recycling bins will be treated as litter.              | \$100                | \$400                               |
| A single item of litter, or less than 1 litre, left in a public space, or on private land without the occupier's consent | \$100                | \$400                               |
| Litter, of more than 1 litre and less than or equal to 40 litres*                                                        | \$150                | \$400                               |
| Litter, or more than 40 litres and less than 240 litres**                                                                | \$250                | \$400                               |
| Litter, of more than 240 litres, left in a public space, or on private land without the occupier's consent***            | \$400                | \$400                               |
| Dangerous litter or offensive litter left in a public place, or on private land, without the occupier's consent          | \$400                | \$400                               |

\* Single item or small scale litter offence i.e. less than the volume of blue glass recycling bin

\*\* Medium scale litter offence i.e. less than the volume of a yellow-lidded kerbside mixed recycling bin

\*\*\* Large scale litter offence, in these cases the Litter Control Officer will make a judgement as to whether to apply a fine or pursue a prosecution through the courts.

#### **4.3. Prosecution**

- 4.3.1. The DCC may prosecute offenders in respect of any breaches of the Litter Act 1979, and may do so in combination with enforcement under any other applicable legislation.



#### **4.4. Other Legal Action**

4.4.1. The DCC may take other legal action against anyone who:

- 4.4.1.1. Wilfully obstructs a Litter Control Officer who is performing any powers or duties conferred under the Act.
- 4.4.1.2. Does not comply with the requirements of a Litter Control Officer infringement notice within a stated timeframe.
- 4.4.1.3. Provides false information or does not provide their name and place of residence to a Litter Control Officer or Litter Warden
- 4.4.1.4. Impersonates or falsely pretends to be a Litter Control officer

#### **5. Littering Offences: Depositing of litter/waste**

- 5.1. Depositing household/commercial waste in public litter bins or public place recycling bins is an offence.
- 5.2. The DCC may assess the medium or large scale deposit of waste as illegal dumping (also known as fly tipping) where the intent to deposit litter unlawfully is established.
- 5.3. Deposited garden waste will be treated as a medium or large scale litter offence because this type of waste may spread noxious weeds or create a fire risk.
- 5.4. Litter that has not been properly prepared for transportation and is spilt from a moving vehicle is an offence.

#### **6. Littering Offences: Failure to comply with municipal rubbish collection requirements**

- 6.1. Failure to comply with DCC residential and commercial rubbish collection requirements is a litter offence. Offences include:
- 6.2. Use of rubbish bags other than the DCC's official black plastic rubbish bags.
- 6.3. Rubbish bags put out for collection before 3.00 pm or after 6.00 pm in the Central Business District (Central Business District as defined in the District Plan).
- 6.4. Any cardboard put out for collection in the Central Business District which:
  - 6.4.1. Is not flattened, tied, taped or otherwise secured to avoid spillage; or
  - 6.4.2. Exceeds 1 meter in length in any direction; or
  - 6.4.3. Is not placed at a designated cardboard collection point; or
  - 6.4.4. Is left in any other condition unsuitable for collection.

#### **7. Littering Offences: Litter on private land**

- 7.1. The DCC or appointed Litter Control Officer, may serve any occupier of any private land a written notice requiring the occupier to:
  - 7.1.1. Clear away, or remove litter from the premises; or
  - 7.1.2. To clean up; or
  - 7.1.3. To screen, cover or otherwise obscure the litter from view.
- 7.2. The written notice will specify a timeframe for action.

- 7.3. Action taken by the occupier must be completed to the satisfaction of the Officer issuing the notice.
- 7.4. An Officer is able to extend the time specified on a notice, if the occupier has reasonably been prevented from completing the work within the time specified.
- 7.5. **Objection process for a notice to clear litter (occupier of private land):**
  - 7.5.1. People receiving a notice under Subsection 10 (1) of the Act, may object to the requirement of the notice, in writing, within 14 days after receipt on the grounds that those requirements are unreasonable.
  - 7.5.2. Objections are to be made in writing to the DCC, and a hearing will be scheduled and the objector is entitled to be heard.
  - 7.5.3. The Hearings Committee will issue a decision that upholds, changes or cancels the notice.

|                              |                 |
|------------------------------|-----------------|
| <b>Relevant Legislation:</b> | Litter Act 1979 |
| <b>Associated Documents:</b> |                 |

| LITTER COMPLIANCE POLICY       |                                             |                  |                   |
|--------------------------------|---------------------------------------------|------------------|-------------------|
| <b>Approved by:</b>            | Council                                     |                  |                   |
| <b>Sponsor:</b>                | General Manager Infrastructure and Networks |                  |                   |
| <b>Department responsible:</b> | Waste and Environmental Solutions           |                  |                   |
| <b>Date approved:</b>          | 27 October 2020                             | <b>Reviewed:</b> | 28 September 2020 |
| <b>Next review date:</b>       | 1 July 2024                                 | <b>DOC ID:</b>   |                   |

## INTRODUCTION

This policy provides guidance to warranted Litter Control Officers on issuing infringement notices under the Litter Act 1979 (the Litter Act or Act). It defines what is meant by litter and provides a graduated level of litter for infringement purposes, provides a fee schedule for infringements and outlines the rights of the Council in litter removal. This Litter Compliance Policy (LCP) replaces any preceding Litter Policy.

## PURPOSE

The key strategic outcome for this policy is to ensure Dunedin's people and environment remain protected from harm by minimising the negative effects of littering and illegal dumping/fly tipping.

## SCOPE

The Litter Act is the primary legislation for litter control in New Zealand and provides provisions for Territorial Authorities to deal with litter issues. Littering includes, amongst other things, the dropping of litter, litter escaping from a vehicle or trailer, and illegal dumping.

This LCP outlines the requirement of the legislation, defines how the DCC interprets sections of the Litter Act, the infringement process, and the procedure on issuing notices to clear litter.

This LCP will apply in public places within the Dunedin City Council (DCC)'s control and on private land with the consent of the occupier.

This LCP addresses litter offences and infringement only. Some waste related issues of non-compliance that are not covered by this policy e.g. contamination of recycling bins, is being managed through a kerbside mixed recycling bin inspection programme.

## STATUTORY FRAMEWORK

The Litter Act provides for the issuing of infringement notices up to a maximum of \$400 for any offence as specified under Section 13(4) of the Act.

In accordance with sections 13 and 14 of the Act, the DCC has adopted [infringements in respect of the following offences](#):

- [Deposit of Litter in a public place or on private land \(section 15\)](#)
- [Wilful breaking of bottles or glass \(section 16\)](#)
- [Failure to comply with a Notice \(section 10\)](#)

The Act also enables the DCC to issue notices to occupiers of private land to clear litter (Section 10).

## DEFINITIONS

For the purposes of this policy litter is defined under two categories:

**Litter:** - which has the same definition as the Litter Act, and,

**Hazardous Litter** – [which is](#) litter of such a nature as is likely to endanger any person or cause physical injury, disease or infection to any person. This includes bottles whether it is broken or not, glass, articles containing glass, sharp or jagged material, or any substance of a toxic or poisonous nature [\(in accordance with S15\(2\) of the Act\)](#).

Words not defined in this Policy shall have the same definition as the Litter Act.

## CONTENT

### 1. Infringement notices

#### 1.1. Officers Authorised to Issue Infringements

- 1.1.1. [Only a Litter Control Officer, warranted under Section 5 of the Litter Act is authorised to issue infringement notices within Dunedin City.](#)

#### 1.2. When to issue Infringement Notices

- 1.2.1. [Litter Control Officers are to use their professional judgement and discretion in deciding whether to issue an infringement notice.](#)
- 1.2.2. Factors influencing the choice of enforcement response used by the DCC may include the type and nature of infringement, the impact and significance of harm on the environment and/or wider community, and the frequency of incident.
- 1.2.3. Measures such as education, warnings and infringement notices, and prosecutions may be used by the DCC in respect of breaches of the Act.

- 1.2.4. Infringement notices can be issued if a littering offence has been observed by a Litter Control Officer, or if a Litter Control Officer has investigated and has reasonable cause to believe an individual is responsible for the offence and has not rectified the matter.
- 1.2.5. An infringement notice can be issued if a notice to clear litter has not been complied with, either by time or compliance.
- 1.2.6. An infringement notice can be issued if litter deposited is likely to endanger any person or cause physical injury, disease or infection.
- 1.2.7. An infringement notice can be issued for the wilful breaking of glass
- 1.2.8. Every person has the right to seek a review of their infringement notice in writing; this is to be addressed to the Manager of Waste and Environmental Solutions. The Manager will review the infringement and will decide if the infringement stands or is waived.
- 1.2.9. As per the Summary Proceedings Act 1957 any non-payment of an infringement which has not been waived, will be sent to the District Court for enforcement.
- 1.2.10. Every person has the right to defend the infringement in the District Court.

## **2. Littering Offences:**

The following shall also be deemed to be a litter offence at section 15 of the Act.

### **2.1. Depositing of litter or waste:**

- 2.1.1. Depositing household or commercial waste in public litter bins or public place recycling bins.
- 2.1.2. The DCC may assess the medium or large-scale deposit of waste as illegal dumping (also known as fly tipping) where the intent to deposit litter unlawfully is established.
- 2.1.3. Deposited garden waste will be treated as a medium or large-scale litter offence as this type of waste may spread noxious weeds or create a fire risk.
- 2.1.4. Litter that has not been properly prepared for transportation and is spilt from a moving vehicle.

### **2.2. Failure to comply with municipal rubbish collection requirements:**

- 2.2.1. Use of rubbish bags other than the DCC's official black plastic rubbish bags.
- 2.2.2. Rubbish bags put out for collection before 3.00 pm or after 6.00 pm in the Central Business District.
- 2.2.3. Any cardboard put out for collection in the Central Business District which:
  - 2.2.3.1. Is not flattened, tied, taped or otherwise secured to avoid spillage; or
  - 2.2.3.2. Exceeds 1 meter in length in any direction; or
  - 2.2.3.3. Is not placed at a designated cardboard collection point; or
  - 2.2.3.4. Is left in any other condition unsuitable for collection.

### **2.3. Private Land with Litter**

- 2.4. A Litter Control Officer may serve any occupier of any private land or any land vested in or controlled by the Crown or any local authority, a written notice requiring the occupier to:
  - 2.4.1. Clear away, or remove litter from the premises; or
  - 2.4.2. To clean up; or
  - 2.4.3. To screen, cover or otherwise obscure the litter from view.
- 2.5. The written notice will specify a timeframe for action.
- 2.6. Action taken by the occupier must be completed to the satisfaction of the Officer issuing the notice.
- 2.7. An Officer is able to extend the time specified on a notice, if the occupier has reasonably been prevented from completing the work within the time specified.
- 2.8. Objection process for a notice to clear litter (occupier of private land):
  - 2.8.1. People receiving a notice under Subsection 10 (1) of the Act, may object to the requirement of the notice, in writing, within 14 days after receipt on the grounds that those requirements are unreasonable.
  - 2.8.2. Objections are to be made in writing to the DCC, and a formal hearing will be scheduled, and an objector is entitled to be present and heard.
  - 2.8.3. The Council after hearing an objection will issue a decision that upholds, changes, or cancels the notice and will provide the objector with a written notice of its decision.

### **3. Types of enforcement response**

#### **3.1. Education & Warning**

- 3.1.1. Education material will be supplied in the case of a minor first offence.
- 3.1.2. Warnings may be issued at the discretion of a Litter Control Officer or Litter Warden.

#### **3.2. Infringement**

- 3.2.1. The DCC may issue an infringement notice with the appropriate infringement fee as specified in Table 1.
- 3.2.2. An infringement notice may be issued if a notice to clear, issued under section 10 of the Act, is not complied with.
- 3.2.3. The DCC may recover the costs of clean-up and any associated remedial work from the offender in addition to any infringement fees payable.
- 3.2.4. Infringement notices may not be issued when an offender cleans up the litter when requested to do so by a Litter Control Officer on the first request.
- 3.2.5. Where an offence fits more than one descriptor in Table 1, the higher infringement penalty will apply.
- 3.2.6. Where repeat offending for the same offence occurs within a 12-month period, the higher infringement penalty will apply.

### 3.3. Prosecution

3.3.1. The DCC reserves the right to prosecute offenders in respect of any breaches of the Litter Act 1979 and may do so in combination with enforcement under any other applicable legislation.

**Table 1: Schedule of Littering Offences and Infringement Fees**

| <b>LITTERING OFFENCES AND INFRINGEMENT FEES</b>                                                                          |                      |                                     |
|--------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------|
| <b>Infringement</b>                                                                                                      | <b>First Offence</b> | <b>Second or Subsequent Offence</b> |
| Household rubbish deposited in public litter bins or public space recycling bins will be treated as litter.              | \$100                | \$400                               |
| A single item of litter, or less than 1 litre, left in a public space, or on private land without the occupier's consent | \$100                | \$400                               |
| Litter, of more than 1 litre and less than or equal to 40 litres*                                                        | \$150                | \$400                               |
| Litter, or more than 40 litres and less than 240 litres**                                                                | \$250                | \$400                               |
| Litter, of more than 240 litres, left in a public space, or on private land without the occupier's consent***            | \$400                | \$400                               |
| Any quantity of hazardous litter left in a public place, or on private land, without the occupier's consent              | \$400                | \$400                               |
| Wilfully breaking bottles or glass                                                                                       | \$250                | \$400                               |
| Failure comply with notice issued under section 10                                                                       | \$400                | \$400                               |

\* Single item or small scale litter offence i.e. less than the volume of blue glass recycling bin

\*\* Medium scale litter offence i.e. less than the volume of a yellow-lidded kerbside mixed recycling bin

\*\*\* Large scale litter offence, in these cases the Litter Control Officer will make a judgement as to whether to apply a fine or pursue a prosecution through the courts.

|                              |                                                                 |
|------------------------------|-----------------------------------------------------------------|
| <b>Relevant Legislation:</b> | Litter Act 1979<br><a href="#">Summary Proceedings Act 1957</a> |
|                              |                                                                 |

## **ITEMS FOR CONSIDERATION BY THE CHAIR**