



# Waitaki

DISTRICT COUNCIL

*TE KAUNIHERA Ā ROHE O WAITAKI*

**I hereby give notice that the  
Assets Committee Meeting  
will be held on:**

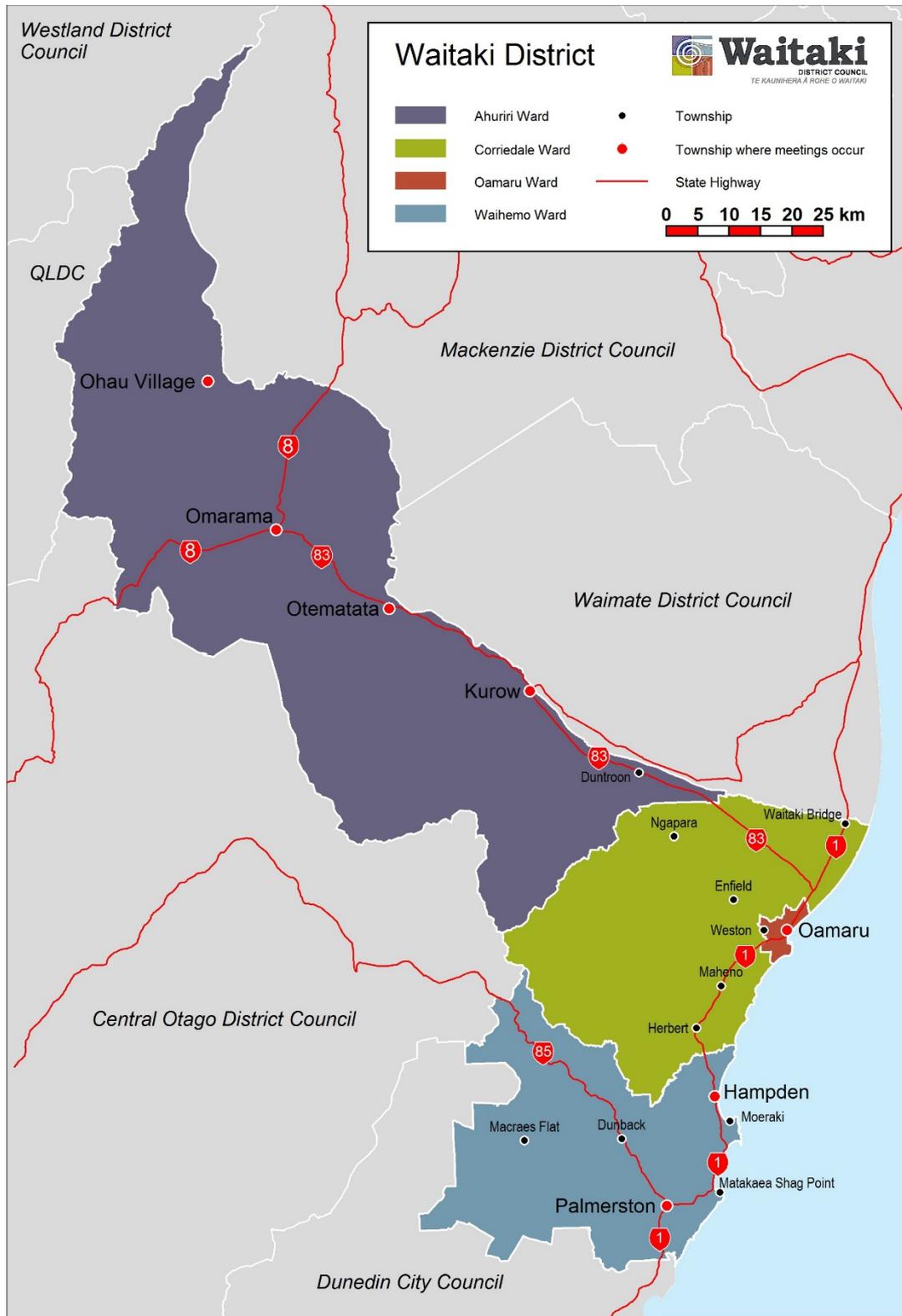
**Date: Tuesday, 10 November 2020**  
**Time: 9.00am**  
**Location: Council Chamber**  
**Third Floor**  
**Office of the Waitaki District Council**  
**20 Thames Street, Oamaru**

## **Agenda**

### **Assets Committee Meeting**

### **10 November 2020**

**Fergus Power**  
**Chief Executive**



**STRATEGIC FRAMEWORK**

# Waitaki

# THE BEST PLACE TO BE!

Waitaki - Whenua taurikura

## EMPOWERING OUR PEOPLE AND PLACE TO THRIVE

Whakapuāwai takata, Whakapuāwai whenua

**COMMUNITY OUTCOMES**

*economic*



**PROSPEROUS DISTRICT**

- Attractive to new opportunities
- Support local businesses
- Foster a diverse and resilient economy

*social and cultural*



**STRONG COMMUNITIES**

- Enable safe and healthy communities
- Connected, inclusive communities
- Promoting a greater voice for Waitaki
- Celebration of our community identity

*environment*



**QUALITY SERVICES**

- Robust core infrastructure and services
- Community facilities and services we are proud of

*environment*



**VALUED ENVIRONMENT**

- Protecting our diverse landscapes and water bodies
- Meeting environmental and climate change challenges

**STRATEGIC PRIORITIES**

Providing high-quality core infrastructure and services

Determining the best way to deliver 3-waters for the community

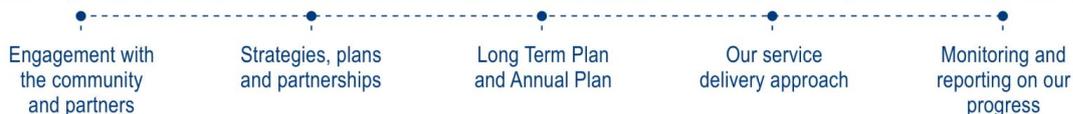
Working with the community to respond to COVID-19 challenges

Creating a District Plan that is fit for Waitaki's future

Striving towards better Council performance

Driving best value for rates

Ensuring we get core business done while delivering on our strategic priorities and achieving our community outcomes



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## Agenda Items

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- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE ASSETS COMMITTEE MEETING HELD ON 22 SEPTEMBER 2020**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Culture Group Manager

**Attachments:** 1. **Public minutes of the Assets Committee Meeting held on 22 September 2020**

**RECOMMENDATION**

That the Assets Committee confirms the Public minutes of the Assets Committee Meeting held on 22 September 2020, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**

**OF THE ASSETS COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
ON TUESDAY, 22 SEPTEMBER 2020 AT 2.00PM**

**PRESENT:** Cr Bill Kingan (Chair), Mayor Gary Kircher (Associate Chair), Cr Peter Newton (Associate Chair), Cr Jeremy Holding, Cr Kelli Milmine, Cr Guy Percival, Deputy Mayor Melanie Tavendale, and Cr Colin Wollstein

**IN ATTENDANCE:** Cr Hana Halalele  
Cr Ross McRobie  
Fergus Power (Chief Executive)  
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

Martin Pacey (Water Services Manager)  
Mike Harrison (Roading Manager)  
Rodger McGaw (Network Infrastructure Engineer)  
Renee Julius (Property Manager)  
Lindsay Hyde (Parks Officer Urban)

**MEETING OPEN**

The Chair declared the meeting open at 2.00pm and welcomed everyone present, including the members of the public watching the livestream of the meeting on Council's Facebook page.

**1 APOLOGIES**

There were no apologies.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE ASSETS COMMITTEE MEETING HELD ON 11 AUGUST 2020**

**RESOLVED AC 2020/009**

Moved: Cr Jeremy Holding  
Seconded: Cr Colin Wollstein

That the Assets Committee confirms the Public minutes of the Assets Committee Meeting held on 11 August 2020, as circulated, as a true and correct record of that meeting.

**CARRIED**

## 4 DECISION REPORTS

### 4.1 WAITAKI SPEED LIMIT REVIEW 2020

The report, as circulated, sought Council's endorsement for a change to roading speed limits in the Waitaki district (excluding State Highways) following community feedback. It would then form the basis of the Roding Bylaw 2020-Speed Limits which was considered in a separate report to Council. The overall objective is to achieve a roading network with safer speed limits in accordance with the Land Transport Rule: Setting of Speed Limits 2017.

Group Manager Neil Jorgensen introduced the report as the "finale" of the process, following two rounds of consultation with the community and with several previous reports having been presented to the Committee for consideration. There had been 'very good' engagement which had provided officers with a good steer on what the speed limits should be.

It was clarified that the proposals that had been consulted on were supported by a majority. There had been some requests for lower speed limits, or different limits in different areas.

Cr Ross McRobie advised that the temporary speed of 70 km/hr on the Lake Ohau Road was not supported by respondents, so he queried why the speed limit would be proposed as 80 km/hr when safety is a major issue especially given the number of cyclists on the Alps 2 Ocean

Network Infrastructure Engineer Rodger McGaw advised that NZTA's safer journeys risk management 'mega maps' propose a range of speed limits which excluded 30s and 70s as they prefer to have 60s and 80s in those rural zone areas. When officers look at those mega maps, there was a recommendation for 80 km/hr.

When asked by Mr Jorgensen if the Assets Committee could override that 80 km/hr proposal and seek a 70 km/hr limit under special circumstances, Mr Harrison confirmed that the Committee and/or Council could make that decision. It would still be reviewed by NZTA to ensure it is a safe speed in that environment, but he expected that NZTA would support it. Cr McRobie suggested a 60 km/hr limit would be even better for the safety of cyclists on that road, which was supported by another Councillor.

A concern was raised that there had been no diagrammatical illustration presented, which made it difficult to see how all of the speed limits would end up and to get an overall appreciation of how the whole system would operate. Mr Harrison acknowledged that point.

The Chair noted that many roads had been considered and there had been a reasonably good response from the public by way of submissions. He felt comfortable that it was now time to move the matter forward.

#### **MOTION**

Mayor Gary Kircher moved the report's recommendations, with the addition, under point 2's reference to Table 1, of "with amendments" as agreed at this meeting. Deputy Mayor Melanie Tavendale seconded the motion.

#### **Discussion on the motion:**

Mayor Kircher noted that there had been a lot of consultation undertaken and considerable public mention of the speed limit review over a long period of time. Some limits may still catch people unawares, but communications had been great. He was happy to hear that the team had looked at the review in a holistic way to ensure there was no gaps or sudden changes and that the overall plan was cohesive, reflected growth changes, and should help make the district's roads safer.

**RESOLVED AC 2020/010**

Moved: Mayor Gary Kircher  
Seconded: Deputy Mayor Melanie Tavendale

That the Assets Committee recommends:

That Council:

1. Having regard to sections 155, 159 and 160 of the Local Government Act 2002 (the Act):
  - i) Agrees that the speed limits recommended to be included in the Roding Bylaw 2020 - Speed Limits are considered to be the most appropriate and proportionate way of addressing the perceived problems to protect and maintain public safety and the health and safety of roads.
  - ii) Agrees that the proposed speed limits, when included in the Roding Bylaw 2020 - Speed Limits is the most appropriate form of bylaw; and
  - iii) Agrees that the proposed speed limits are consistent with the New Zealand Bill of Rights Act 1990 as the controls are reasonable and justifiable in the circumstances.
2. Approves the recommended speed limits for Waitaki as shown in Table 1: Recommended changes to Waitaki Speed Limits 2020, with amendments agreed at this meeting. These speed limits are to come into effect from 1 November 2020 and are to be included in the Roding Bylaw 2020 - Speed Limits.
3. Notes that the changes to the Speed Limits do not represent a significant departure from those consulted on, and that community feedback was received and considered around these matters.
4. Directs officers to include these Speed Limits in the Roding Bylaw 2020 - Speed Limits.
5. Directs officers to implement the Speed Limits by the necessary signage, markings and public communication.

**CARRIED**

Mayor Gary Kircher noted for the record that the speed limit for Harbour Street had been considered and it was proposed to keep it all at 40km/hr. Whilst it would have been good to have some parts of the street lower than that, it would mean having multiple speed limits and also signage on Harbour Street and that was not desired by those who have responsibility for the area. The solution may not be perfect, but it would make people more aware that they need to slow down and be more careful.

**RESOLVED AC 2020/011**

Moved: Mayor Gary Kircher  
Seconded: Cr Colin Wollstein

6. The amendments to speed limits agreed at this meeting are – that the Lake Ohau Road speed limit reduces from 80km to 60km.

**CARRIED**

**4.2 WAITAKI ROADING BYLAWS 2020**

The report, as circulated, sought Council's endorsement of the Draft Roding Bylaws 2020. Group Manager Neil Jorgensen introduced the report. Roding Manager Mike Harrison and Network Infrastructure Engineer Rodger McGaw were also present.

It was clarified that the wording in clause 4.7 – “the adjacent landowner may be considered as the party responsible” – related to the clearing up process.

It was suggested that the Second Schedule referred specifically to skateboarding control but was it was about more than that definition and perhaps needed a better heading. Mr Harrison noted that the definition was stated, and the title is supposed to be all encompassing. In response to a question about whether scooters (non-motorised) were excluded, Mr McGaw advised that feedback had requested that children on their way to school on foot-powered scooters be excluded, so the reference is to motorised or petrol-powered scooters in order to differentiate the two types of scooters.

The difficulty of expecting e-scooters to be ridden at slow speeds was queried as a 'pipe dream'. Mr McGaw advised that that was a recommendation from the Southern District Health Board to control those zones, so it was something to work towards. The question of enforcement was raised, and Mr Harrison acknowledged that it would need to be a Police, rather than Council, matter. Mr Jorgensen advised that the bylaw had not been changed as a result of the submission.

It was noted that the maps were still to be added. Mr McGaw confirmed that they would be included in the bylaw document before it was formally adopted by Council.

UNCONFIRMED

**RESOLVED AC 2020/012**

Moved: Cr Jeremy Holding

Seconded: Cr Kelli Milmine

That the Assets Committee recommends:

That Council:

1. Agrees to the implementation of changes to the Draft Roding Bylaw 2020-Traffic; Draft Roding Bylaw 2020-Parking, and the Draft Roding Bylaw 2020-Speed Limits as provided in Attachment 1: Recommended changes to Draft Roding Bylaws 2020.
2. Notes that the changes to the Draft Roding Bylaw 2020-Traffic; Draft Roding Bylaw 2020 – Parking, and the Draft Roding Bylaw 2020-Speed Limits do not represent a significant departure from the draft bylaws as consulted, and that community feedback was received and considered around these matters.
3. Having regard to sections 155, 159 and 160 of the Local Government Act 2002 (the Act):
  - i) Agrees that the Draft Roding Bylaw 2020-Traffic; Draft Roding Bylaw 2020-Parking, and the Draft Roding Bylaw 2020-Speed Limits provided in Attachments 3-5 are considered to be the most appropriate and proportionate way of addressing the perceived problems to protect and maintain public safety and the health and safety of Council staff; protect the current and future roading network infrastructure and associated investment into this infrastructure, and ensure fair and equitable treatment of parties occupying or affecting the roading network.
  - ii) Revokes and replaces the Roding Bylaw 2013 from 1 November 2020 with three new Bylaws-Roding Bylaw 2020-Traffic; Roding Bylaw 2020-Parking, and Roding Bylaw 2020-Speed Limits;
  - iii) Agrees that the proposed Bylaws attached as Attachments 3-5 (with amendments as Council sees fit) are the most appropriate form of bylaws; and
  - iv) Agrees that the proposed Bylaws are consistent with the New Zealand Bill of Rights Act 1990 as the controls are reasonable and justifiable in the circumstances.
4. Adopts the Draft Roding Bylaw 2020-Traffic; Draft Roding Bylaw 2020-Parking, and Draft Roding Bylaw 2020-Speed Limits as set out in Attachments 3-5 but including the approved Speed Limits to come into effect on 1 November 2020.

**CARRIED**

**4.3 ROAD STOPPING – OTIAKE**

The report, as circulated, sought Council's approval to stop and dispose of an unformed road in the Waitaki District.

Property Manager Renee Julius introduced the report. She explained that the road did not lead to anything and the Roding team has no plans to form a road hence the proposed decision to stop it.

When asked about use of the road, Mrs Julius advised that there was a property built on it and it was not used. In response to a suggestion that sometimes these roads could be used for recreational purposes, Mr Jorgensen advised that the formal road stopping process does enable anyone with an issue to raise it. Mr Harrison confirmed that consultation about its current and possible future use was undertaken.

The Chair advised the meeting that there were hundreds of such roads throughout the district and the more that get the 'road stopping' treatment, the better.

**RESOLVED AC 2020/013**

Moved: Cr Colin Wollstein

Seconded: Cr Peter Newton

That the Assets Committee recommends:

That Council

1. Proceeds with the steps necessary to stop the un-named Road (Otiake) as outlined in Schedule "A"; and
2. Delegates authority to the Chief Executive to negotiate the disposal of the associated land.

**CARRIED**

**1 MEMORANDUM REPORTS**

**5.1 ASSETS GROUP ACTIVITY REPORT**

The report, as circulated, provided insight into recent work the Assets departments have undertaken.

Group Manager Neil Jorgensen introduced the report. Water Services Manager Martin Pacey, Roading Manager Mike Harrison, Property Manager Renee Julius and Parks Officer Urban Lindsay Hyde were all present for this item.

One Councillor advised that he had received quite a lot of feedback from the community that they were impressed with the work that is being done around the district and congratulated the team for that. Another praised the team's work on the Thames Street bridge.

A request was made, given Council's health and safety responsibilities, to know more about the site safe accreditation process that contractors were required to go through.

**ACTION: Health and Safety Advisor Bill Nelson to address a future Assets Committee Meeting to demonstrate the site safe accreditation process**

There was brief discussion about whether digging up the road for pipe renewal/repair work would bring forward maintenance on the whole road (yes, it did sometimes) and about clearing up spray painting on road signs (this happened from time to time, but did not seem to be getting any worse).

It was also clarified that the completion of Dee Street was "imminent"; that crash rails did attract the NZTA subsidy; and decisions on the location of crash rails were made as part of the system-wide asset management inspections and network journey and an assessment of the potential for vehicles to fall a distance over the edge of the road.

Commendations were also given to the team for its road safety coordination, and development of the community road safety action. It was clarified that the team was working with Safer Waitaki to ensure that the road safety message was being promoted to all age groups and across the entire district. Mr Harrison advised that the coordination includes partners in Dunedin, Waimate and throughout the Otago region.

The meeting heard that the opening of the camping grounds had gone well, and it was expected to be a good season. It was suggested that there may be a need to extend the season.

It was clarified that there is no specific data collected on the use of reserves or public gardens.

Several Elected Members shared positive feedback on how good the cycle trail was looking at the Kurow end, noting that the new trees and better entranceway to Kurow would enable residents to feel pride in their place.

The decision of the Waitaki Lakes Shoreline Committee to add reflective poles was highlighted as a very good safety improvement, because it had made it easier to find ramp areas and would also assist the emergency services.

The Chair commended the work of the Community Led Development Programme in Otematata.

The overfilling of rubbish bins at Moeraki was raised. Mr Hyde advised that the matter would be followed up by the Recreation Manager. One Elected Member suggested that the problem had arisen because of the close proximity of the nearby business and that the type of packaging that business used was not easily squashed down which meant the bins were filling up very quickly. It was good that the business was doing so well but there was also civic ownership as well to consider, and it was appropriate that there is to be a discussion with the business owner. It was noted that, because of the food tainting, the packaging would not be suitable for recycling.

The launch of the new branch of 'Keep New Zealand Beautiful' in Waitaki was highlighted as "very exciting". Congratulations were also extended to staff and Enviroschools for facilitating that and for the many good projects that were being undertaken. It was suggested that finding a way to coordinate all of the parties to work together would be beneficial.

It was clarified that the A2O trail manager is employed by the Joint Committee and Mackenzie and Waitaki councils contributed to it.

The 'amazing' landscaping that had been put in place around Kakanui was highlighted.

Mr Jorgensen advised that a request had been received to try and make one of the capstans on the wharf removable so that it could be restored in future. Each one would weigh about a tonne. Mayor Kircher believed it was a great opportunity to have a piece of the wharf's heritage working again.

The photographs of the new generator in place were highlighted.

**RESOLVED AC 2020/014**

Moved: Cr Jeremy Holding  
Seconded: Mayor Gary Kircher

That the Assets Committee receives and notes the information.

**CARRIED**

**2 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed, at 3.00pm.

TO BE CONFIRMED at the Assets Committee Meeting to be held on Tuesday, 10 November 2020.

.....  
CHAIRPERSON

## **4 DECISION REPORTS**

### **4.1 DRAFT POLICY ON DRINKING WATER QUALITY**

**Author:** Andrea Kydd-Law, Acting Senior Policy Planner

**Authoriser:** Neil Jorgensen, Assets Group Manager

**Attachments:** 1. Draft Waitaki District Council Policy - Drinking Water Quality

#### **RECOMMENDATION**

That the Assets Committee recommends:

That Council:

1. Having regard to the Ministry of Health's framework and guidance for Water Safety Plans, approves the appended draft Policy on Drinking-Water Quality.

#### **DECISION OBJECTIVE**

The purpose of this report is to seek Council's approval of a draft Policy on Drinking-Water which aligns with Council's strategic priorities and formalises its commitment to the provision of safe drinking-water to the Waitaki community.

#### **SUMMARY**

The Ministry of Health ('the Ministry') requires Councils to develop and agree a policy or statement on drinking-water quality for inclusion in Water Safety Plans. Given progression of the Government's Three Waters Reform Programme and recent confirmation of Council's strategic priorities, it is now considered timely to ensure there is a policy in place reflecting Council's commitment to drinking-water quality management.

#### **DECISION-MAKING EXPECTATIONS**

Governance Decision-Making:	Approve the draft Policy on Drinking-Water Quality, with or without amendments
Operational Decision-Making:	Implement the Policy on Drinking-Water Quality and bring relevant decision-making reports to Council, as required
Communications	Media releases – contributed to by officers and Elected Members  Media/public enquiries regarding governance decision-making topics above can be addressed by governance  Media/public enquiries regarding operational decision-making topics above can be addressed by officers

**SUMMARY OF DECISION-MAKING CRITERIA**

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

**BACKGROUND**

**Water Safety Plans – Framework and Guidelines**

The Health Act 1956 requires Council to develop and implement approved Water Safety Plans (WSP's) for all but Council's smallest community water supplies (usually those smaller than 25 persons are not required to have WSP's unless specifically required to do so by the Medical Officer of Health).

WSP's are action plans that show how risks to public health that may arise from the drinking-water provided by the supply will be reduced. An approved WSP demonstrates that steps have been taken to meet the requirements of the drinking-water legislation.

In December 2018, the Ministry of Health introduced a new framework and supporting guidelines for WSP's. These included a requirement for Council to develop a policy or statement on drinking-water quality.

The Ministry notes that development of a drinking-water policy or statement is an important step in formalising the level of service to which Council are committed, and in increasing focus on water quality management throughout the organisation. It also notes the policy or statement should define Council's commitment and priorities relating to drinking water and should incorporate the six fundamental principles of drinking-water safety:

- Principle 1: A high standard of care must be embraced
- Principle 2: Protection of source water is of paramount importance
- Principle 3: Maintain multiple barriers against contamination
- Principle 4: Change precedes contamination
- Principle 5: Suppliers must own the safety of drinking-water
- Principle 6: Apply a preventive risk management approach

The Ministry recommends that the policy should be clear and succinct and address broad issues and requirements of Council's commitment and approach to safe and secure drinking-water. The policy may cover issues such as:

- Commitment to best-practice drinking-water quality management and continual improvement intention to adopt the use of multiple barriers
- The level of service provided, connected to affordability
- The involvement of employees
- Compliance with relevant regulations and other requirements
- Liaison and cooperation with relevant agencies, including health and other regulators
- Communication with employees and the public.

Although the Ministry's guidance is not overly prescriptive, it is worth noting that it states, "*the policy or statement provides the basis on which all subsequent actions can be judged*".

Since January 2019, the Ministry has required all new or revised WSP's to be submitted in accordance with the new framework requirements. To meet these, the Water Services team developed an interim water quality statement for inclusion in draft WSP's based on text within various long-term and activity management plans. This was presented to Council at a workshop in September 2019, where it was noted that officers would develop a draft policy for consideration by Council at a later stage.

### **Development of the Draft Policy**

Within the guidance, the Ministry has not differentiated a 'statement' versus a 'policy' and what they mean within the context of the WSP's. Whichever title is used, the intent is the same – formalising the level of service to which Council are committed, increasing the focus on water quality management throughout the organisation, and defining Council's commitment and priorities relating to drinking water. Officers have elected to develop a Policy on Drinking Water Quality, with an introductory policy statement, which is consistent with Council's overall policy framework.

In developing the draft policy, consideration has been given to both the Ministry's guidance and Council's broader organisational policies, strategies and planning documents. Consideration has also been given to Council's current strategic priorities:

- Providing high-quality core infrastructure and services
- Determining the best way to deliver 3-waters for the community

The policy includes 13 clauses which officers believe are well-aligned with the intent of the Ministry's new framework and consistent with Council's overall strategic approach and activities. Consideration has been given to the practical application and implications of each clause within the water services context, and to ensuring consistency across all clauses.

It is worth noting that Council's current compliance with, and performance against, almost all the draft policy is of a high or good standard. For example, our performance in meeting the Drinking Water Standard (draft Clause 1) is generally high because of Council's commitment and investment into this over the past 16 years. More recently, Council's investment into ensuring adequate staffing and resources are in place to deliver water supply which meets regulatory standards (draft Clause 7) reflects a high level of commitment to providing safe drinking water (and other water infrastructure and services) to the Waitaki community.

Some challenges in implementing the policy may arise specifically within the contexts of draft Clause 5: *Engage with the community and key stakeholders on drinking water quality issues and seek to integrate their needs and service level expectations where possible and practicable, and with consideration to regulatory requirements and Council's overall strategic objectives.*

Previous experience undertaking drinking water supply upgrades has highlighted that balancing the needs and expectations of communities with regulatory and design engineering requirements can be immensely challenging. Project planning timeframes and costs are often significantly extended as a result.

In addition, clauses 1 and 12 of the draft policy, when considered alongside the Government's increasing focus on drinking water safety as part of its overall Three Waters Reform programme, may mean that current management arrangements for some water supplies, such as Corriedale, will become untenable in the coming months.

Therefore, Council may opt to reword these clauses. However, any rewording would need to pay due consideration to the Ministry's framework and Council's strategic priorities.

## SUMMARY OF OPTIONS CONSIDERED

### Option 1 – Council adopts the draft policy (Recommended)

Under this option, Council would adopt the draft policy in its current form.

#### Advantages:

The draft policy aligns with Ministry guidelines and Council's strategic priorities and plans and sets a realistic and achievable benchmark for current and future planning and implementation.

#### Disadvantages:

None have been identified to date.

### Option 2 – Council adopts the draft policy with agreed amendments

#### Advantages:

Council can identify improvements and amend the policy accordingly, with potentially better outcomes.

#### Disadvantages:

Significant amendments may result in the policy not being consistent with the Ministry's Guidelines or Council's strategic priorities or may create implementation issues.

### Option 3 – Council delegates the Chief Executive and Assets Group Manager the duty to approve and implement the policy

This was the approach taken by a neighbouring Council in developing their statement on drinking-water quality. The Chief Executive and Infrastructure Group Manager were delegated authority to develop and approve a statement on drinking water on the organisation's behalf, and to take responsibility for implementation.

#### Advantages:

This option would mean changes could be made to the policy as needed without Council resolution.

#### Disadvantages:

Officers consider this approach problematic for the following reasons:

- It does not facilitate total organisational buy-in to the policy, as the Ministry's guidelines state it should (the guidance notes that: *"Management should ensure that the policy is highly visible, understood and implemented by all employees of the organisation involved in the supply of drinking-water, and elected officials."*)
- The intent of the policy is to define Council's commitment and priorities relating to drinking-water. In addition to guiding day-to-day management of water supplies, the policy is a strategic document intended to support and guide decision-making for the community, so in the view of officers, it should be adopted and owned by elected representatives.

### Option 4 – Council does not adopt the draft policy

#### Advantages:

No advantages have been identified to date. Council could continue to use the interim statement.

#### Disadvantages:

Council will not have a policy or statement in place which clearly outlines Council's commitment and approach to drinking-water management, guides decision-making, supports engagement with stakeholders and can be included in Water Safety Plans. In addition, if the Policy is not adopted, it will very likely delay approval of the Water Safety Plan for Oamaru.

## **ASSESSMENT OF PREFERRED OPTION**

Option 1 is the preferred option because the draft policy aligns well with the Ministry's guidelines and Council's strategic priorities and plans. It also clarifies and consolidates the current overall approach to drinking-water and sets a realistic and achievable benchmark for current and future planning and implementation.

Council may choose to make amendments (as outlined in Option 2) as it sees fit to improve the policy and potential outcomes.

## **CONCLUSION**

The policy, if adopted (with or without amendments), will be included on Council's website and communicated to stakeholders, as appropriate. Relevant clauses will be included in future decision-making reports to Council.

If Council selects Option 1 or 2 as its preference, any future amendments to the policy will be made by Council resolution.

## **ADDITIONAL DECISION-MAKING CONSIDERATIONS**

### **Community Outcomes**

Strong communities:

- Enable safe and healthy communities

Quality services:

- Robust core infrastructure and services

Valued environment:

- Protecting our diverse landscapes and water bodies
- Meeting environmental and climate change challenges.

### **Policy and Plan Considerations**

The draft policy has been developed with consideration to Council's strategic priorities, Long Term Plan 2018-21 service level commitments, projects and budgets; the Water Supply Activity Management Plan; and relevant policies and management processes.

### **Community Views**

Engagement with affected stakeholders will be required from time to time in implementing this policy – most notably when water supply upgrades or service level changes are proposed. As per the draft policy, their feedback will be considered alongside Council's legislative and other obligations and will form part of any recommendations for adoption by Council.

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# Policy on Drinking-Water Quality

## Introduction

Providing safe, reliable drinking water is a key component in fulfilling our vision of making Waitaki “the best place to be” and for “empowering our people and place to thrive”.

Specifically, provision of safe and secure quality drinking water contributes to the following Council Community Outcomes:

- **Strong communities:**  
Enable safe and healthy communities
- **Quality services:**  
Robust core infrastructure and services
- **Valued environment:**  
Protecting our diverse landscapes and water bodies  
Meeting environmental and climate change challenges

Providing safe, reliable drinking also aligns with Council’s strategic priorities, notably:

- Providing high quality core infrastructure and services
- Determining the best way to deliver 3-waters for the community
- Striving towards better Council performance

## Purpose

The purpose of this policy is to set out Council’s long-term commitment to providing safe and secure drinking-water to the communities of Waitaki and to guide decision-making and activities which support this commitment.

It provides a basis for decision-making and activities through promoting:

- awareness and understanding of the importance of drinking-water quality management, and how decisions affect the protection of public health
- an organisational philosophy that fosters commitment to taking action that supports drinking-water safety and security, and cultivates employee responsibility and motivation
- the ongoing and active involvement of senior leadership to maintain and reinforce the importance of drinking-water quality management to all of Council’s elected members and employees, as well as those outside the organisation.

## Policy statement

Waitaki District Council is committed to managing its water supplies to provide safe, high-quality drinking-water that consistently meets the expectations of the New Zealand Drinking-water Safety Plan Framework, the requirements of the Health (Drinking Water) Amendment Act 2007 and Drinking-Water Standards for New Zealand, other relevant legislation, and consumers.

To meet this commitment, Council will:

1. Manage and develop water treatment facilities, reticulation and associated assets to meet the requirements of the applicable Ministry of Health's Drinking Water Standards for New Zealand and other regulatory requirements, while also making provision for the needs and requirements of future supply consumers where possible and appropriate.
2. Continue to regularly monitor and assess the quality of drinking-water on our supplies (including source water), and provide relevant and timely information to regulators, decision-makers, and the community, as required.
3. Develop and maintain a comprehensive risk identification, analysis and management framework for drinking water supply based on robust data and best practice.
4. Take a proactive approach to addressing potential drinking-water (including source water) quality issues through regular review and analysis of available data, and implementation of preventative measures (including multiple-barrier protection, where required) and current industry best practice.
5. Regularly review and develop contingency planning and incident response capability, and take appropriate improvement actions, where required.
6. Ensure adequate staffing and resources are in place to effectively deliver water supply which meets regulatory requirements, the needs of consumers, and Council's strategic priorities and objectives.
7. Promote and support a culture of knowledge-sharing and professional development, which includes ensuring appropriate training of all employees and providing opportunities for up-skilling and expanding internal capabilities.
8. Support and audit contractors to implement best practices for water supply facility and reticulation operations and maintenance.
9. Regularly assess drinking water supply performance against regulatory requirements, Council's strategic objectives and stakeholder expectations, and implement improvements and efficiencies where required, or where there is a clear cost-benefit for consumers and/or ratepayers.
10. Remain informed on national drinking water regulations and policy, attend industry events and forums, actively participate in the setting of national and regional industry regulations and guidelines, and take a leadership role on drinking water quality at the local level.

11. Engage with the community and key stakeholders on drinking water quality issues and seek to integrate their needs and service level expectations where possible and practicable, and with consideration to regulatory requirements and Council's overall strategic objectives.
12. Engage with local Rūnanga on drinking-water supply and quality issues in accordance with the principles of Te Tiriti o Waitangi, and established agreements and protocols.
13. Communicate this policy to our communities, key stakeholders and any other relevant party, as appropriate, and include reference to the policy in relevant consultation and Council decision-making documents.

This Drinking Water Quality Policy is approved by the Waitaki District Council Chief Executive and Mayor for Waitaki in accordance with Council resolution [TBC].

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Fergus Power  
**Chief Executive**

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Gary Kircher  
**Mayor for Waitaki**

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Date

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## 5 MEMORANDUM REPORTS

### 5.1 WATER NEW ZEALAND 2018 / 2019 NATIONAL PERFORMANCE REVIEW RESULTS

**Author:** Andrea Kydd-Law, Acting Senior Policy Planner

**Authoriser:** Neil Jorgensen, Assets Group Manager

**Attachments:** 1. WaterNZ National Performance Review 2018-19 - Waitaki District Council report

#### RECOMMENDATION

That the Assets Committee receives and notes the information.

#### PURPOSE

The purpose of this memorandum is to present for the Assets Committee's information, the Water New Zealand 2018/19 National Performance Review results for the Waitaki district, and to provide some further comment on specific results.

#### BACKGROUND

The National Performance Review (NPR) is an annual assessment of drinking water, wastewater, and stormwater service delivery across New Zealand. This process is coordinated by Water New Zealand, an independent not-for-profit organisation representing water professionals and organisations. Data and financing for the project are provided by participating entities on a voluntary basis.

The initiative commenced in the 2007/08 fiscal year with eight participants, with Waitaki participating for the first time in 2012/13.

#### NATIONAL RESULTS FOR 2018/19

The 2018/19 Review covers two Council Controlled Organisations (CCOs) and 42 of 64 territorial authorities with responsibility for water supply, wastewater, and stormwater services. Collectively, these entities provide these services for 4,467,620 New Zealanders (approximately 91% of the population).

General themes which emerged nationally from the review were:

- **High vacancy levels in the water sector appear to be driven by growth in employee numbers.** Total vacancies are nearly 10% of total staff employed, confirming staff attraction remains a pressing industry need. Efforts to attract and retain staff into the water sector require concerted effort and are a core focus of Water New Zealand in 2020.
- **Source water for drinking water supplies is not comprehensively managed.** The government enquiry into the 2016 Havelock North drinking water contamination event found there were gaps in resource management in relation to source water protection for drinking water supplies (Government Inquiry into Havelock North Drinking Water, 2017). Management of source waters is a Regional Council responsibility (not the responsibility of participants in this Review). However, understanding catchment risks is a critical component of ensuring safe drinking water (a core function of Review participants).

- **Wet weather wastewater overflows are generally un-consented and not well understood.** Stormwater and groundwater make their way into wastewater pipes especially during periods of heavy rain. The complete containment of sewage in wet weather is not always possible, and in heavy rainfall events, the capacity of sewerage infrastructure can be exceeded, causing wastewater overflows.
- **Management of stormwater quality is not yet widespread.** Stormwater quality monitoring programmes and/or catchment management plans are in place for just over half the Review’s participants. Consents for stormwater discharge are even less widespread. Only eight participants had all stormwater discharges consented. Most commonly, participants had consents for less than 10% of the network, and six participants had no stormwater discharge consents whatsoever.
- **Water and wastewater charges present significant affordability challenges for some of New Zealand’s lowest income earners.** Average water and wastewater charges are modest, at slightly under \$850 per year, but water and wastewater charges vary significantly around New Zealand. Figures show that consumers are paying over three times as much (\$863/year versus \$262/year) in some areas as in others for water, and over ten times as much (\$1,217/year versus \$116/year) for wastewater services. In the most expensive jurisdiction, the average customer will have a water and wastewater bill of over \$1,700.

**WAITAKI RESULTS FOR 2018/19**

The appended review report (Appendix 1) has been produced as a summary of the Waitaki results, which are benchmarked against the national results.

The report overview (pages 2-4) highlights both opportunities for celebration, and opportunities for improvement. In summary, there are:

Opportunities for celebration	Opportunities for improvement
<ul style="list-style-type: none"> <li>• Robust data management</li> <li>• Above average water supply and wastewater networks performance against core reliability indicators, despite older pipes.</li> </ul>	<ul style="list-style-type: none"> <li>• Wastewater fault resolution times</li> <li>• Fire hydrants testing against the New Zealand Fire Service Firefighting Water Supplies Code of Practice</li> <li>• Condition assessment of pipelines</li> <li>• Opportunities to invest in staff professional development and training.</li> </ul>

The opportunities for improvement noted in the report were already well understood by the Water Services team and helped form the basis of the team’s development plan presented to Council in March. Implementation of this plan is already well underway and has included the development of specific asset management portfolios led by senior engineers, and recruitment of additional staff to ensure the team is well-positioned in its asset management capability to meet current and future challenges.

It is anticipated that, as a result of changes being implemented within and by the team and Council’s commitment to investing in waters infrastructure, improvements in these and other areas will become apparent in future NPRs.

Comment on some of the results within the report is included in the following pages. This is either for explanatory purposes, or to highlight some of the specific challenges or advantages for water services management within the Waitaki district.

\*Note: comparable medians used relate to the group of review participants classed as 'small'. Participants classified as small serve fewer than 20,000 water and wastewater properties (properties with both a water and wastewater connection are counted as two).

<b>Result</b>	<b>Comment</b>
a) Water serviced properties per kilometre of pipe – at 6.31, this is well below the *median of 22.69	This reflects that Waitaki has an extensive network of pipes servicing a relatively small population, which impacts on operating costs and affordability.
b) Full time employees per 1,000 water and wastewater properties serviced – at 0.997 this is above the median of 0.699	Unfortunately, incorrect employee numbers were provided for the review due to misinterpretation of the guidance. The correct number should have been approximately 0.5 per 1,000 water and wastewater properties serviced, below the median.
c) Contracted staff per 1,000 water and wastewater properties serviced – at 1.407 is above the median of 1.227	This reflects the extent of Council's network, the number of supplies and networks throughout the district, and the remoteness of many of those supplies and networks.
d) Near miss reports per staff member – at 0.63 is slightly above the median of 0.23	The Water Services team believes this reflects the positive health and safety culture within the Water Services team and contractors, and good reporting systems.
e) Boil water notices (days notices were issued) – this was comparatively high	Although the number of notices is high, these affect only a small proportion of Waitaki's population. This result also highlights that there are permanent boil water notices on several small supplies, some of which are to be upgraded.
f) Water supply complaints per 1,000 properties services – at 30.6, this is well above the median of 7.7	This reflects the fact that Council has the second largest network of the comparative group. The highest was Clutha District Council (with more than 140 complaints), which has the largest network.
g) Average annual residential charges for 200 cubic metres of water use (\$/year) – at \$393, this is below the median of \$443	This result accounts for several water supply upgrades, including Oamaru. Waitaki water rates are still amongst the cheapest in New Zealand, which is an achievement given the extent of network and operating costs. However, this lower level of rates is not sustainable, as highlighted by the Government's Three Waters Reform Programme.
h) Average annual residential charges for wastewater (\$/year) – at \$235.50, this is well below the median of \$457.21	Water Services Engineers have indicated previously that our low charges for wastewater are unsustainable, particularly in the light of significant renewal and replacement work that will be required in the coming years for our ageing network.

<b>Result</b>	<b>Comment</b>
i) Water supply operational expenditure per property – at \$470.02, this is well above the median of \$263.45	As for c) above, this reflects the extent of our supply network (reflected also in Clutha District Council's result of \$850).
j) Water supply capital expenditure per property – at \$471.14, this is above the median of \$308.92	This reflects the supply upgrades and renewal work undertaken during that period (which is ongoing), and is a positive result considering the Government's Three Waters Reform Programme's focus on improving asset resilience.
k) Average age of water pipelines – at 39 years, this is above the median of 34.7	This result indicates where much of our risk lies, and the rationale for Council's investment in renewals work and building the team's capacity.
l) Average age of wastewater pipelines – at 49 years, this is well above the median of 36.08	As above. This is an area that will require significant investment going forward and will need to be addressed in the 2021-31 Long term Plan.
m) Average age of stormwater pipelines – at 53 years, this is well above the median of 42.18	As above.
n) % of water pipelines assessed as poor or very poor condition – at 55.56%, this is well above the median of 8%	<p>Given the age of the district's pipe network, this result is expected. However, it should be noted that this assessment was based on a very small sample of pipes. A full assessment will be undertaken, and condition ratings allocated, once the team's asset planning capacity is increased.</p> <p>Since the review, Council has embarked on a programme of pipe renewal work, and further work is planned in our Programme of Works under the Government's Reform Tranche One grant.</p>
o) % of wastewater pipelines assessed as poor or very poor condition – at 8.99%, this is above the median of 2.72%	<p>As above, this is based on a relatively small sample of pipes. Given the age of the pipes, it is expected that this percentage will increase once further assessments are completed and more pipes are assigned condition ratings.</p> <p>Unlike the water supply network, there has been relatively little investment in wastewater network renewals. Renewal projects addressing the network's condition and associated risks will be included in the draft 2021-31 Long Term Plan.</p>

<b>Result</b>	<b>Comment</b>
p) Energy intensity of water supply – at 0.003417 (GJ/ML), this is above the median of 0.001317 (GJ/ML)	This reflects the extent of our network and the fact water must be pumped over greater distances (eg Hamnak supply from Oamaru Water Treatment Plant). Consideration will be given in the future as to how energy efficiencies can be made, where possible.
q) Proportion of fire hydrants tested over five years – at 0%	This is a function of the Fire Service, not Council.

## **CONCLUSION**

The results from the review highlight both the achievements and challenges for Council and its Water Services team in managing the district's water, wastewater and stormwater assets and services.

Results also highlight that Council's decision to invest in building capacity and capability within the Water Services team, and in core infrastructure upgrades and renewals, is in keeping with the need to ensure our community is well-served by these essential services into the future, and the intent of the Government's Three Waters Reform Programme.

## 2018-19 National Performance Review Waitaki District Council



Overview	Workforce	Public Health and Environmental Protection	Customer Focus	Economic Sustainability	Reliability	Resource Efficiency	Resilience
<ul style="list-style-type: none"> <li>• Property connections to water and wastewater systems</li> <li>• Percentage of the population connected to the water supply network</li> <li>• Water serviced properties per kilometre of pipe</li> <li>• Wastewater serviced properties per kilometre of pipe</li> </ul>	<ul style="list-style-type: none"> <li>• Full time employees</li> <li>• Contractors</li> <li>• Vacancies</li> <li>• Training hours</li> <li>• Near miss reports</li> </ul>	<ul style="list-style-type: none"> <li>• Boil water notices</li> <li>• Dry weather wastewater overflows</li> <li>• Wet weather wastewater overflows</li> </ul>	<ul style="list-style-type: none"> <li>• Complaints</li> <li>• Fault attendance and resolution times</li> <li>• Water and wastewater bill affordability</li> <li>• Water, wastewater and stormwater charges</li> </ul>	<ul style="list-style-type: none"> <li>• Revenue</li> <li>• Interest as a proportion of revenue</li> <li>• Cost coverage</li> <li>• Annual operating expenditure</li> <li>• Operational expenditure</li> <li>• Capital expenditure</li> <li>• Actual capital expenditure as a proportion of budgeted capital expenditure</li> <li>• Renewals expenditure as a proportion of depreciation</li> </ul>	<ul style="list-style-type: none"> <li>• Interruptions</li> <li>• Average pipe age</li> <li>• Peak wet to average dry weather flow ratio at wastewater treatment plants</li> <li>• Water losses</li> <li>• Percentage of pipelines in poor or very poor condition</li> <li>• Proportion of network not yet assigned a condition grading</li> </ul>	<ul style="list-style-type: none"> <li>• Water supplied to system</li> <li>• Proportion of water used by non-residential customers</li> <li>• Average daily residential water use</li> <li>• Water metering</li> <li>• Energy use</li> </ul>	<ul style="list-style-type: none"> <li>• Fire hydrant testing</li> <li>• Stormwater design standards</li> <li>• Reservoir water storage levels</li> </ul>
Page 2	Page 10	Page 14	Page 17	Page 30	Page 44	Page 57	Page 64

## 1. Overview

The National Performance Review (NPR) is an annual assessment of drinking water, wastewater, and stormwater service delivery across New Zealand. This process is coordinated by Water New Zealand, an independent not-for-profit organisation representing water professionals and organisations.

This report provides trends and comparisons of Waitaki District Council's water, wastewater and stormwater service delivery for the 2018-19 fiscal year. National trends and further context related to this report is detailed in associated documents at the National Performance Review website: [www.waternz.org.nz/NationalPerformanceReview](http://www.waternz.org.nz/NationalPerformanceReview)

Waitaki District Council has been classified as a small sized service provider. This category includes service providers with less than 20,000 connections to water and wastewater services (i.e. a property with both a water and wastewater connection is counted as two). Median performance outcomes for the overall group and different size categories have been included in figures to facilitate comparisons with similar entities.

As well as organisational size, connection density also has large impacts on performance outcomes. Figures comparing participants against both metrics have been included in this overview and should be considered when interpreting performance comparisons later in this report. There are many other influences outside of an organisation's control which affect performance outcomes. These include the customer mix, topography, quality of source water, and receiving environments for discharges.

Performance outcomes are also influenced by data collection and reporting systems. Participant systems range from pen-and-paper-based data collection to comprehensive data management technologies. This can mean participants with robust reporting methods rank comparatively poorly against those with less sophisticated methods. For example, a comprehensive customer complaints management system is likely to record more complaints than a pen-and-paper-based system due to more accurate data capture.

Participants are encouraged to discuss their results with each other to understand the influence of contextual factors on performance outcomes, as well as explore opportunities for improvement. The performance summary contained here highlights where we think such opportunities may exist based on your reported data.

## Waitaki District Council's performance summary

### OPPORTUNITIES FOR CELEBRATION

#### Robust data management

The robustness of data management systems in the review is indicated by participants quantity of data supplied and their confidence in this. Waitaki District Council City Council had most data available and expressed confidence in available data. A summary of confidence gradings assigned to performance measures is shown in the table below.

Data confidence category	Highly reliable	Reliable	Less Reliable	Uncertain	Very uncertain
Number of data points receiving rating	143	45	26	0	0

Given 2018/19 Waitaki's had not completed the review in previous years, the completeness and quality of supplied data is commendable and indicates information systems at the council are working well.

#### Above average water supply and wastewater networks performance against core reliability indicators despite older pipes

Waitaki's water supply and wastewater networks perform well in comparison with others against water loss and inflow and infiltration indicators. This was despite pipes with significantly higher average ages than other networks. Average water supply pipe age was over 5 years older than group averages and in the case of wastewater and stormwater networks, over 10 years older.

- **The peak wet to average dry weather flow ratio (used to indicate inflow and infiltration) is lower than the group median.** Waitaki's wastewater flows during peak weather are 3 times that experienced during average dry weather condition. This is lower than the group median of 3.5. Nonetheless there is likely to still be room to improve performance against this metric. The New Zealand Standard, *NZS4404:2010 Land Development and Subdivision Infrastructure Standard* recommends designing residential wastewater systems with a 2.5 diurnal peaking factor.
- **Water losses reported in Waitaki in 2018/19 were relatively low.** They only slightly exceed the performance band below which water loss reduction measures would be considered uneconomic against gradings in the *Water New Zealand, Water Loss Guidelines*. The guidelines suggest networks with water losses of less than 2 on the infrastructure leakage index (ILI, the ratio of current annual real losses against unavoidable annual real losses) are uneconomic. Waitaki's ILI was reported as 2.3.

#### OPPORTUNITIES FOR IMPROVEMENT

##### **Wastewater fault resolution times**

36 hours was taken on average to respond faults with the wastewater system. This was the second slowest time of all participants and significantly exceeded the group average of 2.87. The slower response time was an anomaly in otherwise fast response and resolution times - wastewater fault attendance times and water supply resolution times are around or better than other group averages.

##### **Fire hydrants testing against the New Zealand Fire Service Firefighting Water Supplies Code of Practice**

*The New Zealand Fire Service Firefighting Water Supplies Code of Practice* specifies all fire hydrants must be inspected and flushed every five years by an approved tester. In the last five years none of Waitaki's had been tested. Water suppliers have expressed difficulty implementing some requirements in the code, which Fire and Emergency is scheduled to review in 2020. Release of the revised code may prove an opportune time for Waitaki to increase its hydrant testing.

##### **Condition assessments of pipelines**

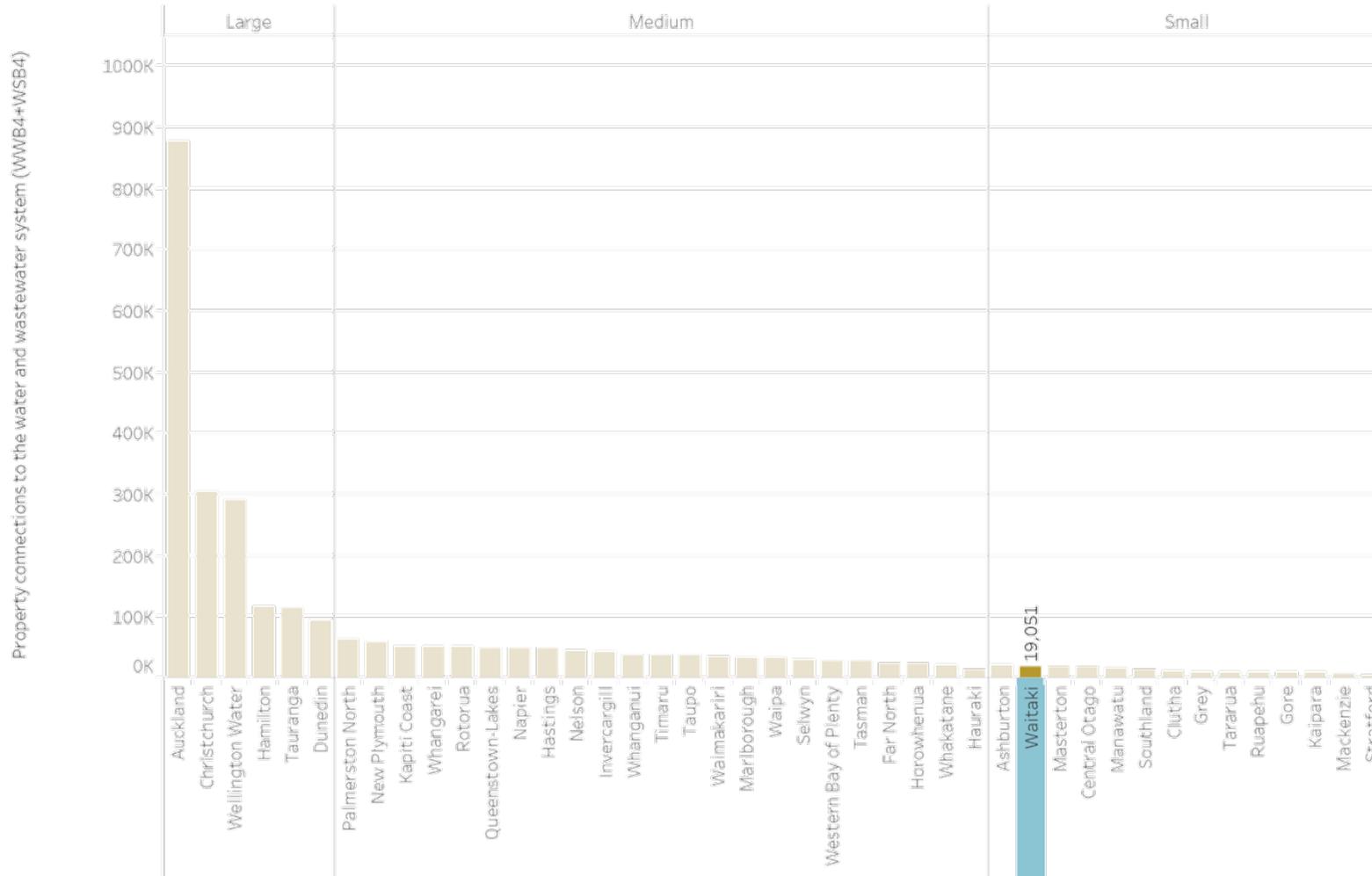
Condition gradings had not yet been assigned to 99% of Waitaki's water supply and stormwater pipelines and 71% of this wastewater pipelines. This was significantly higher than group averages. A broad suite of guidance publications on conducting pipe condition assessments is available to assist in asset management and renewal planning. Available publications are outlined at <https://www.waternz.org.nz/PipeGuidance>.

##### **Opportunities to invest in staff professional development and training**

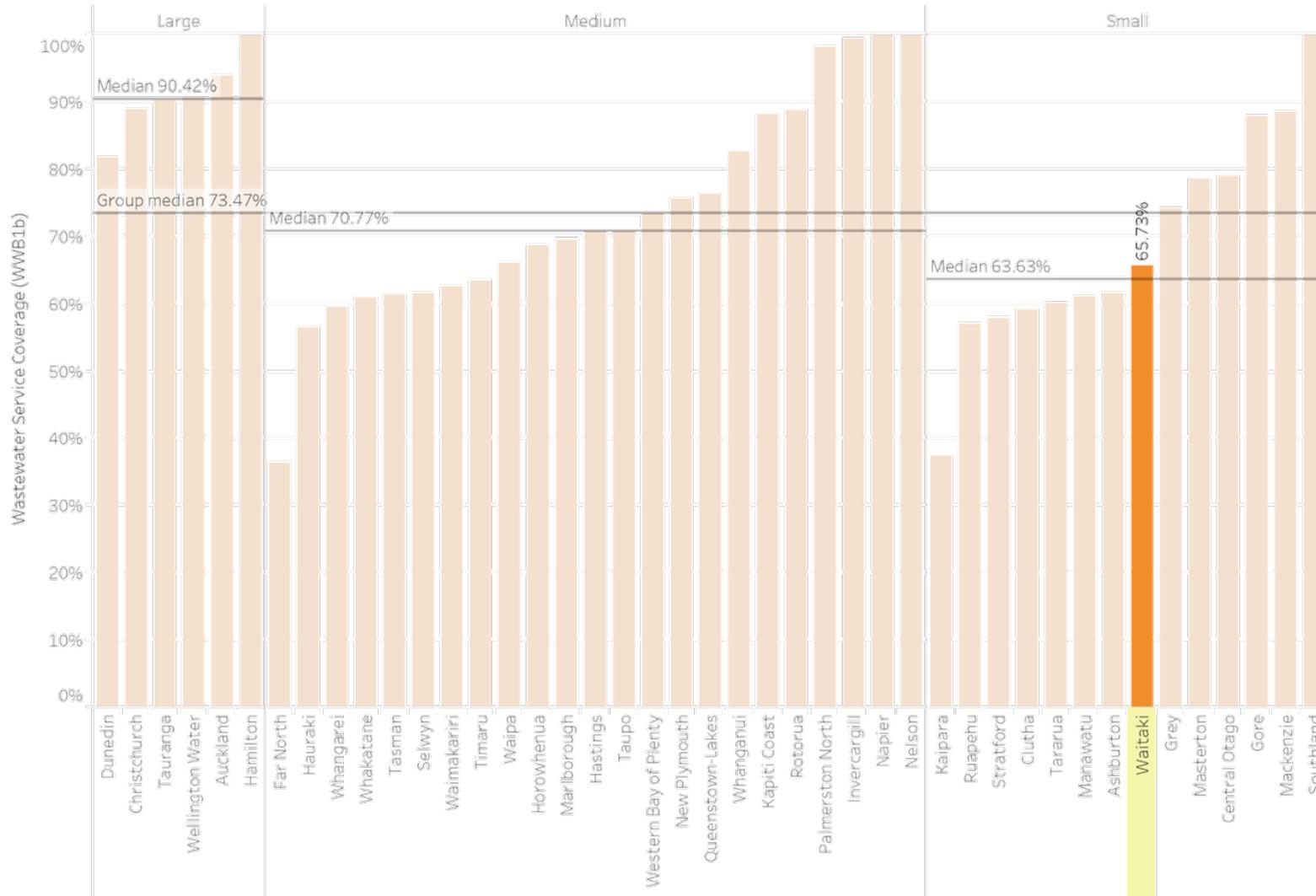
Waitaki had only two of nineteen staff enrolled in continual professional development. Operational staff may benefit from the Water Industry Professionals Association scheme, which provides training and accreditation. More information is available from [www.wipa.org.nz](http://www.wipa.org.nz).

**Number of property connections to water and wastewater systems**

A single property with one connection to water and one connection to wastewater is counted as two.

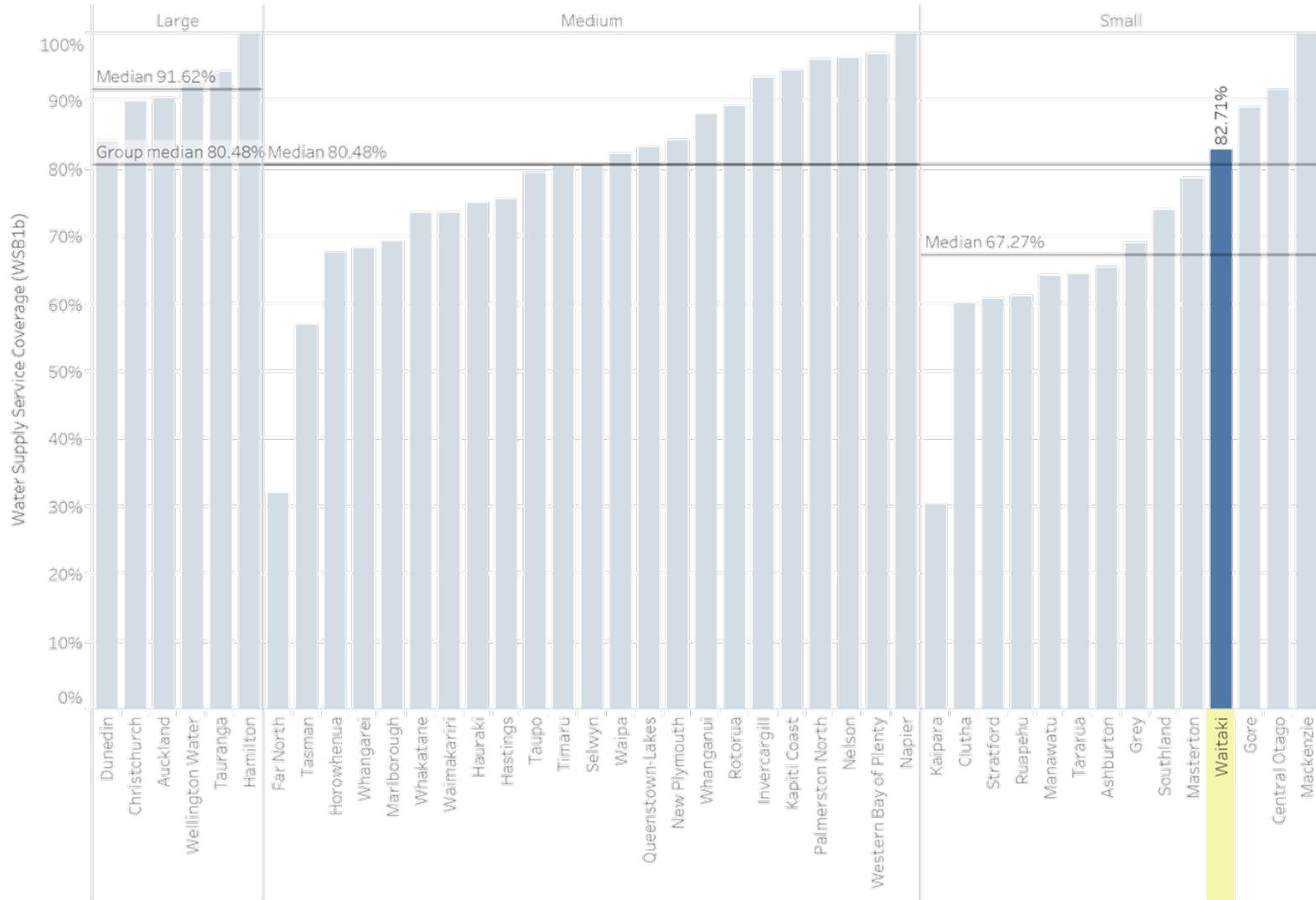


Percentage of the population connected to the wastewater network



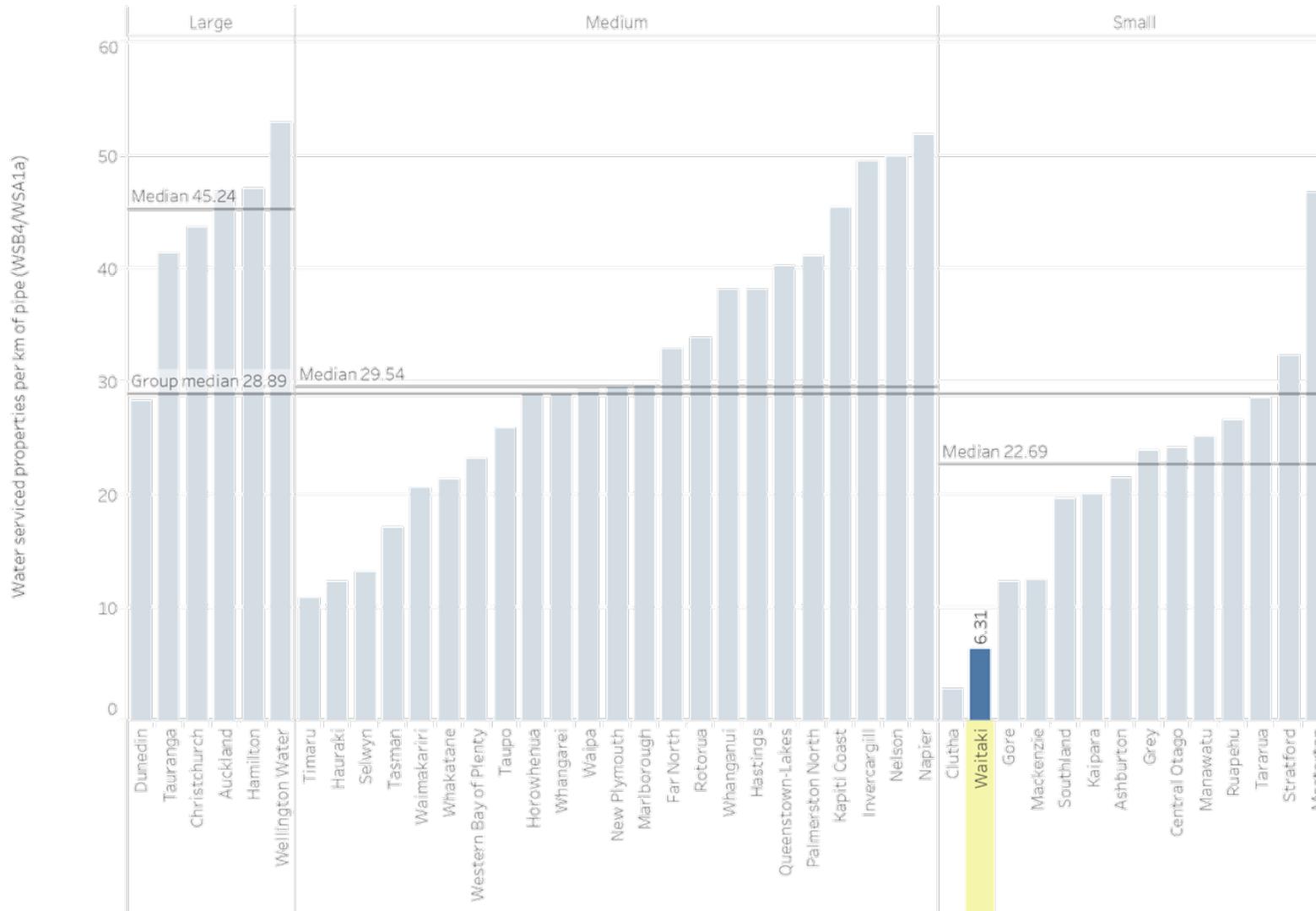
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Percentage of the population connected to the water supply network

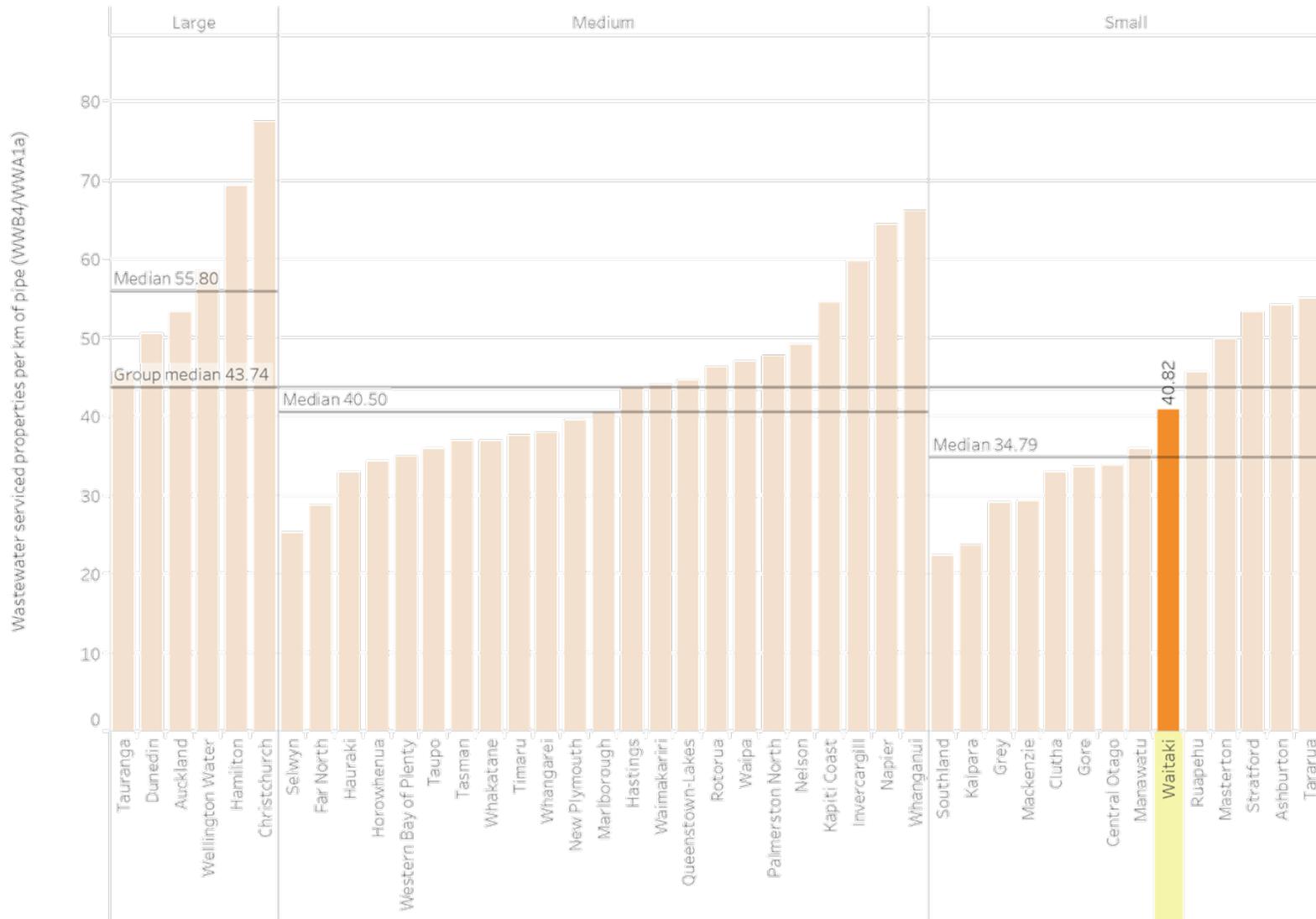


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Water serviced properties per kilometer of pipe



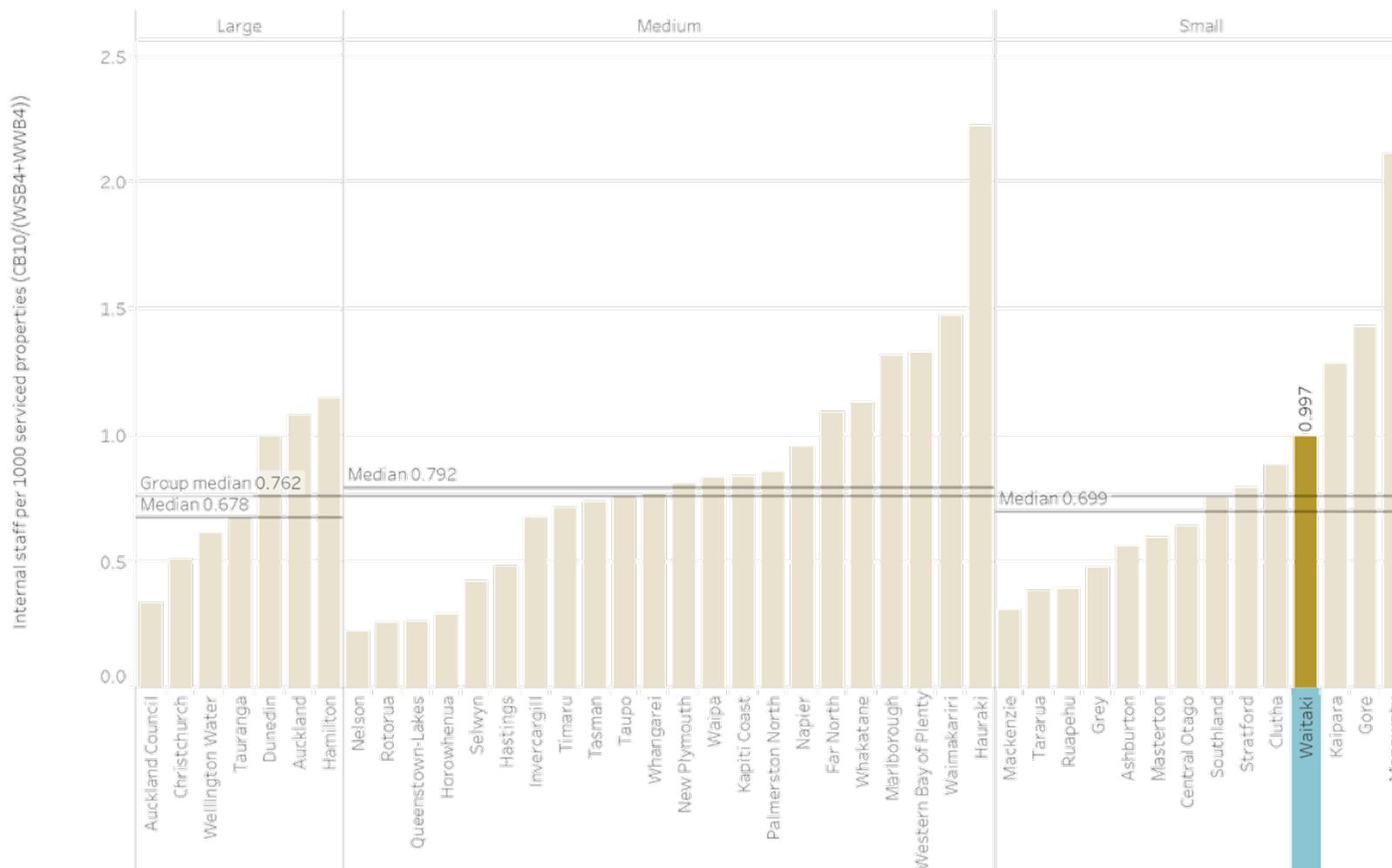
Wastewater serviced properties per kilometer of pipe



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## 2. Workforce

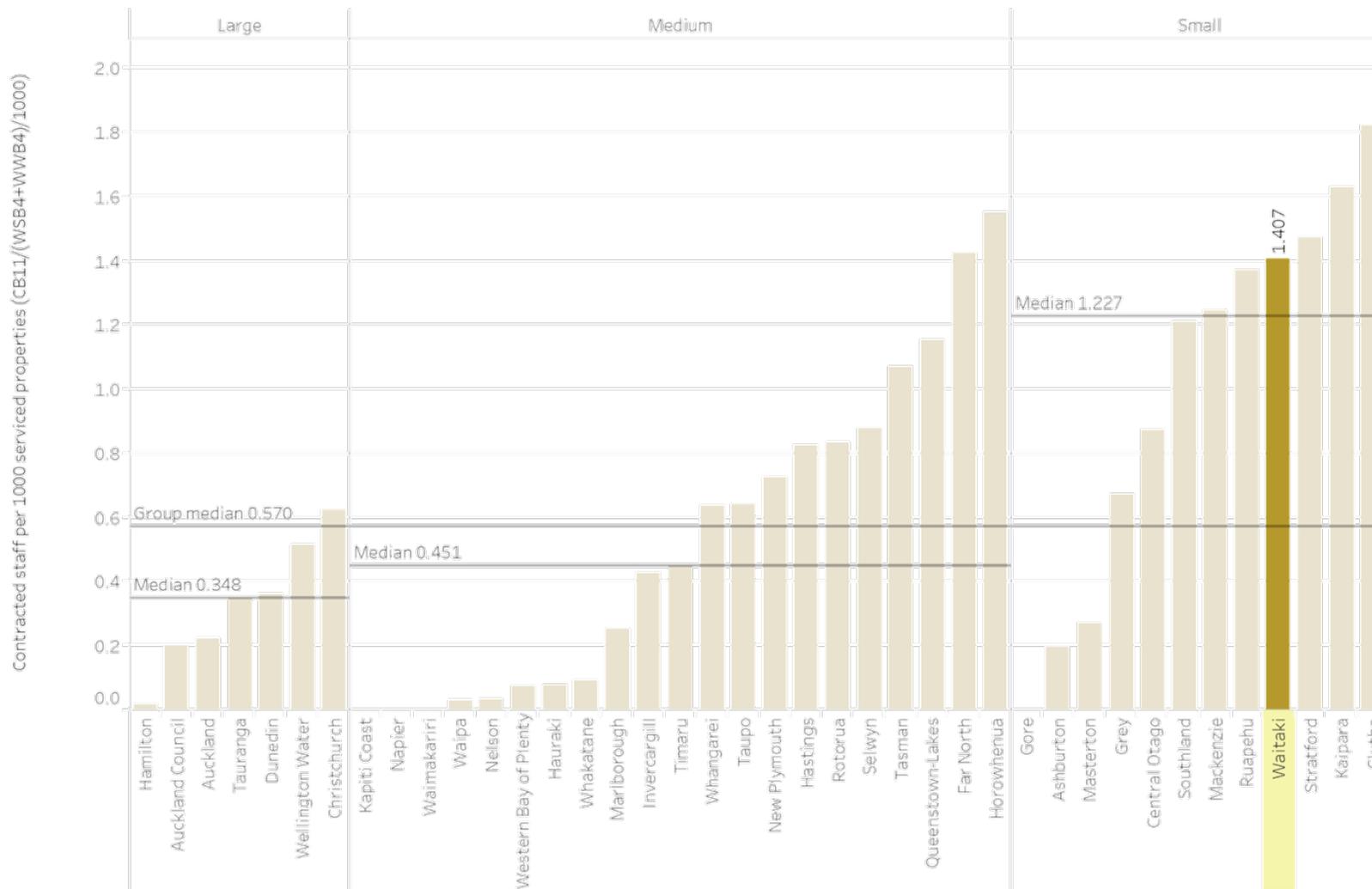
### Full time employees per 1000 water and wastewater properties serviced



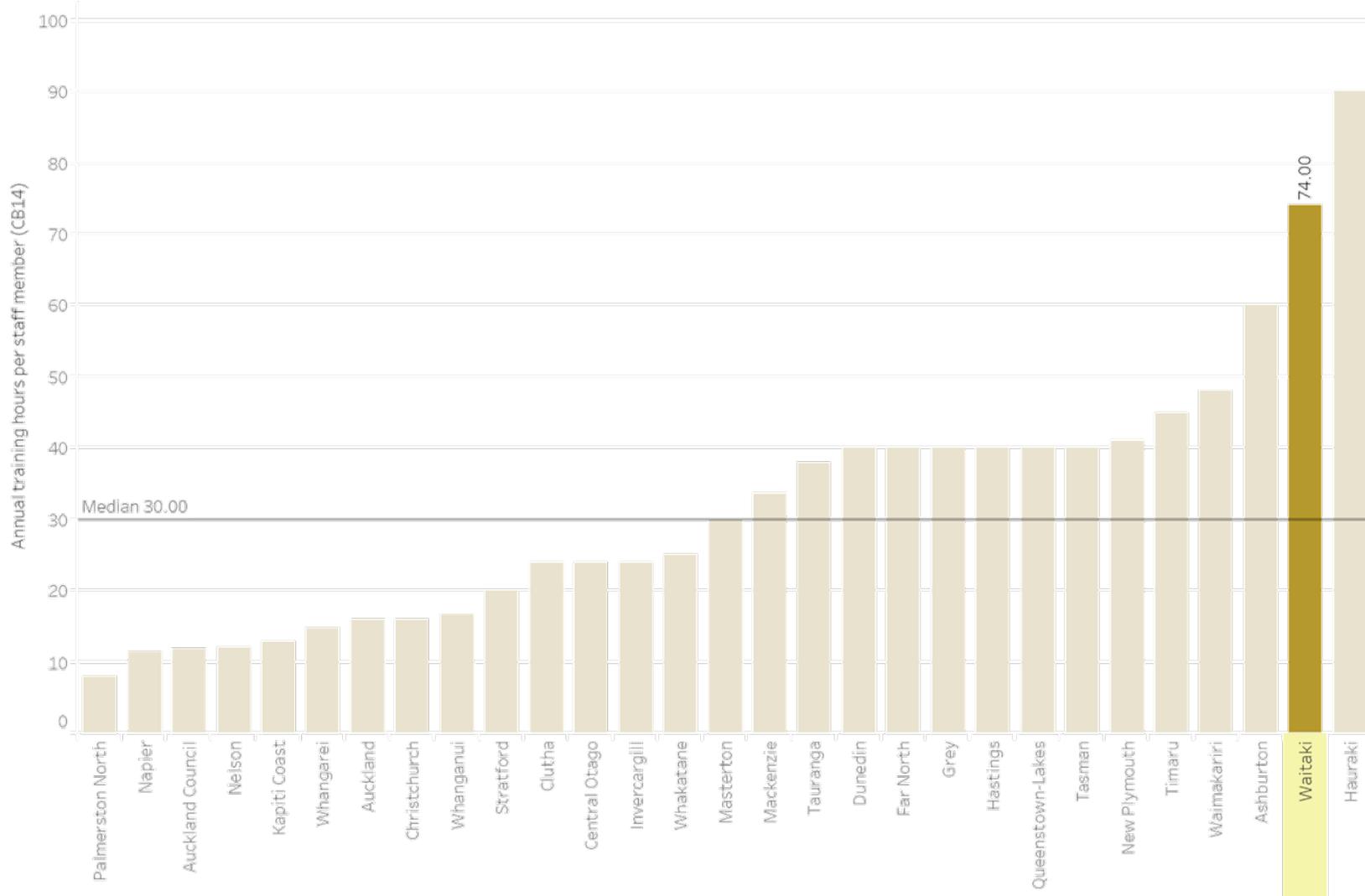
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**Contracted staff per 1000 water and wastewater properties serviced**

The number of full-time employees not on the payroll but exclusively involved in the delivery of 3 waters services.

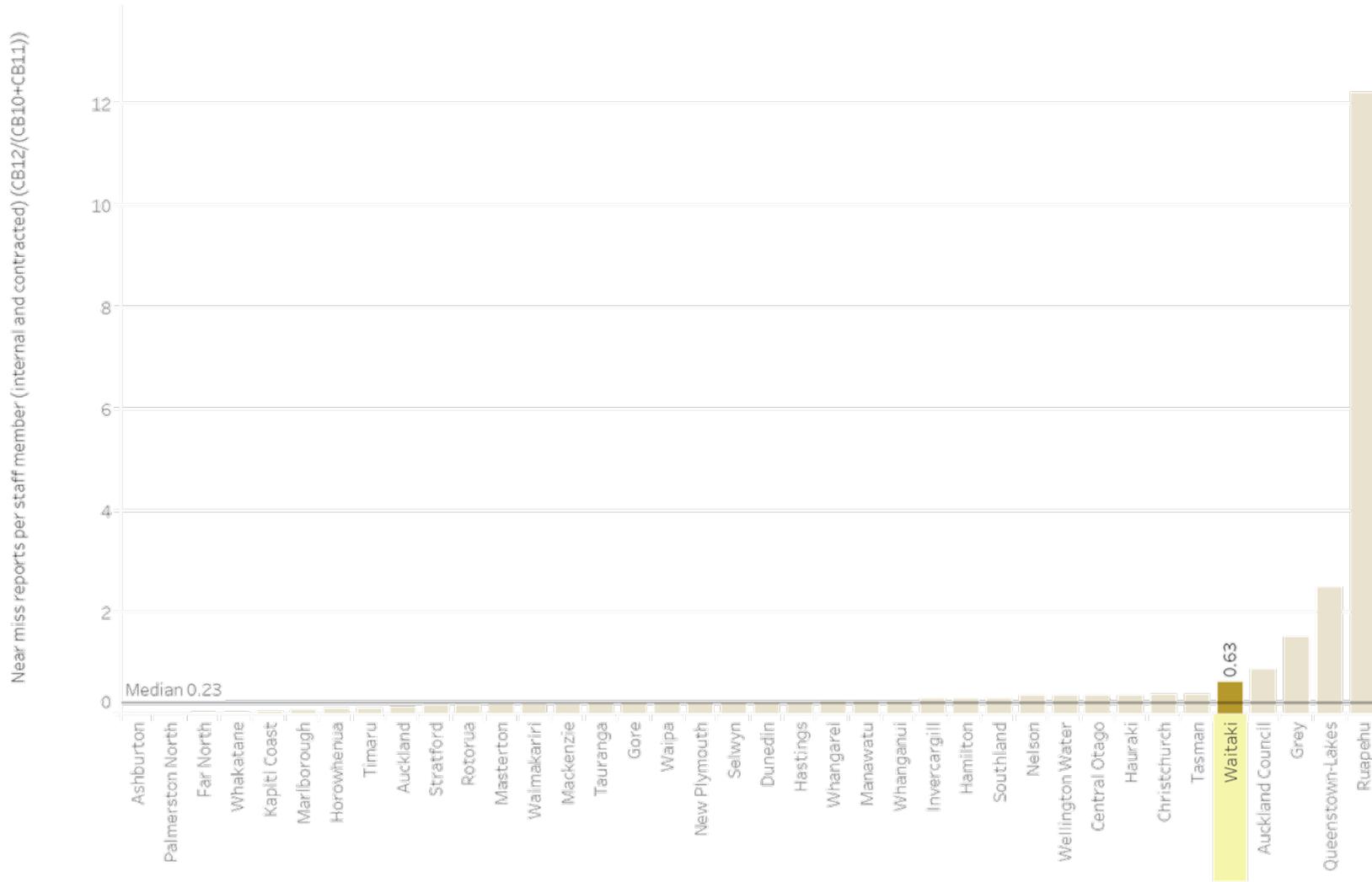


Annual training hours per staff member



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**Near miss reports per staff member**  
Includes both internal and contracted staff.

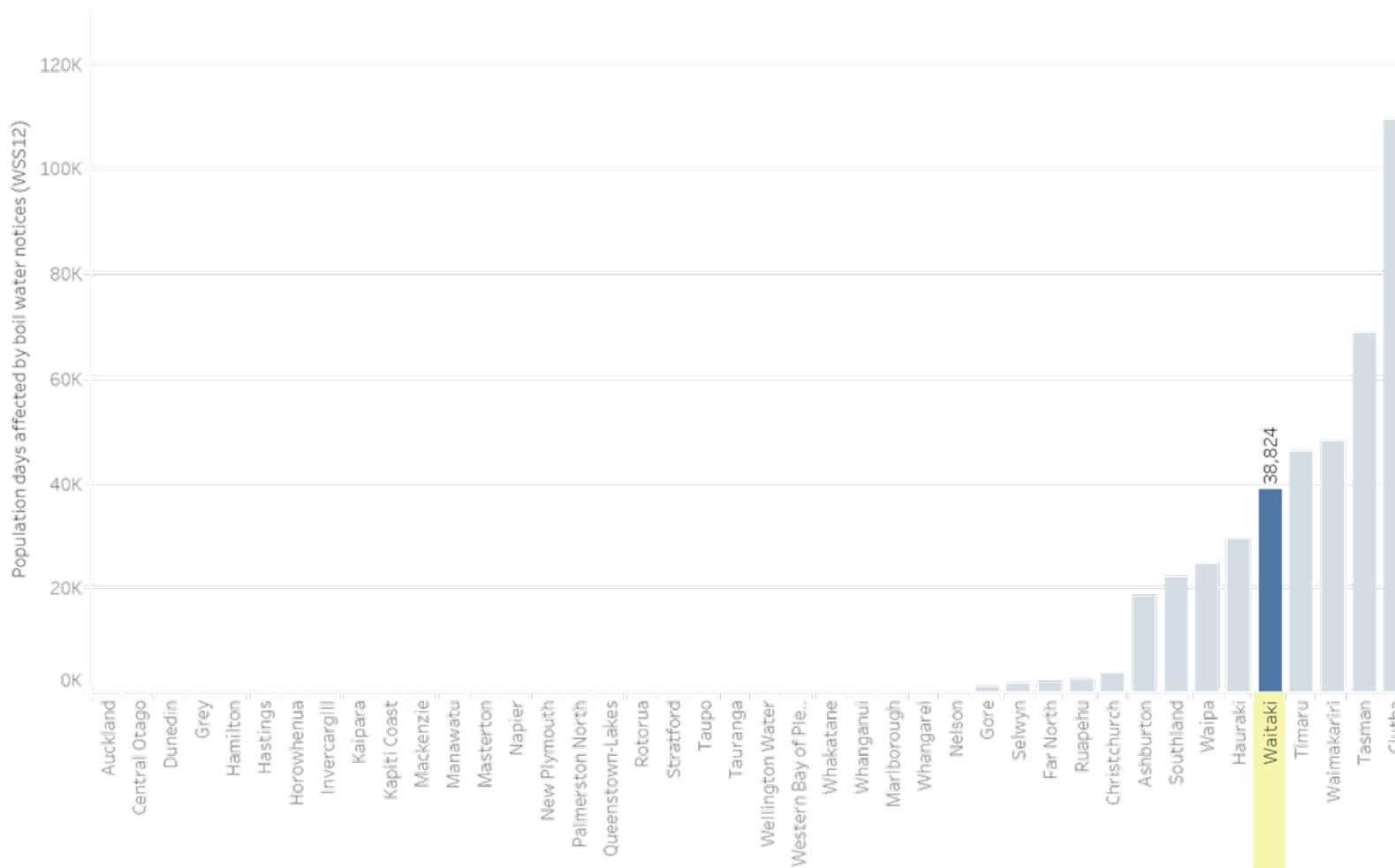


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### 3. Public Health and Environmental Protection

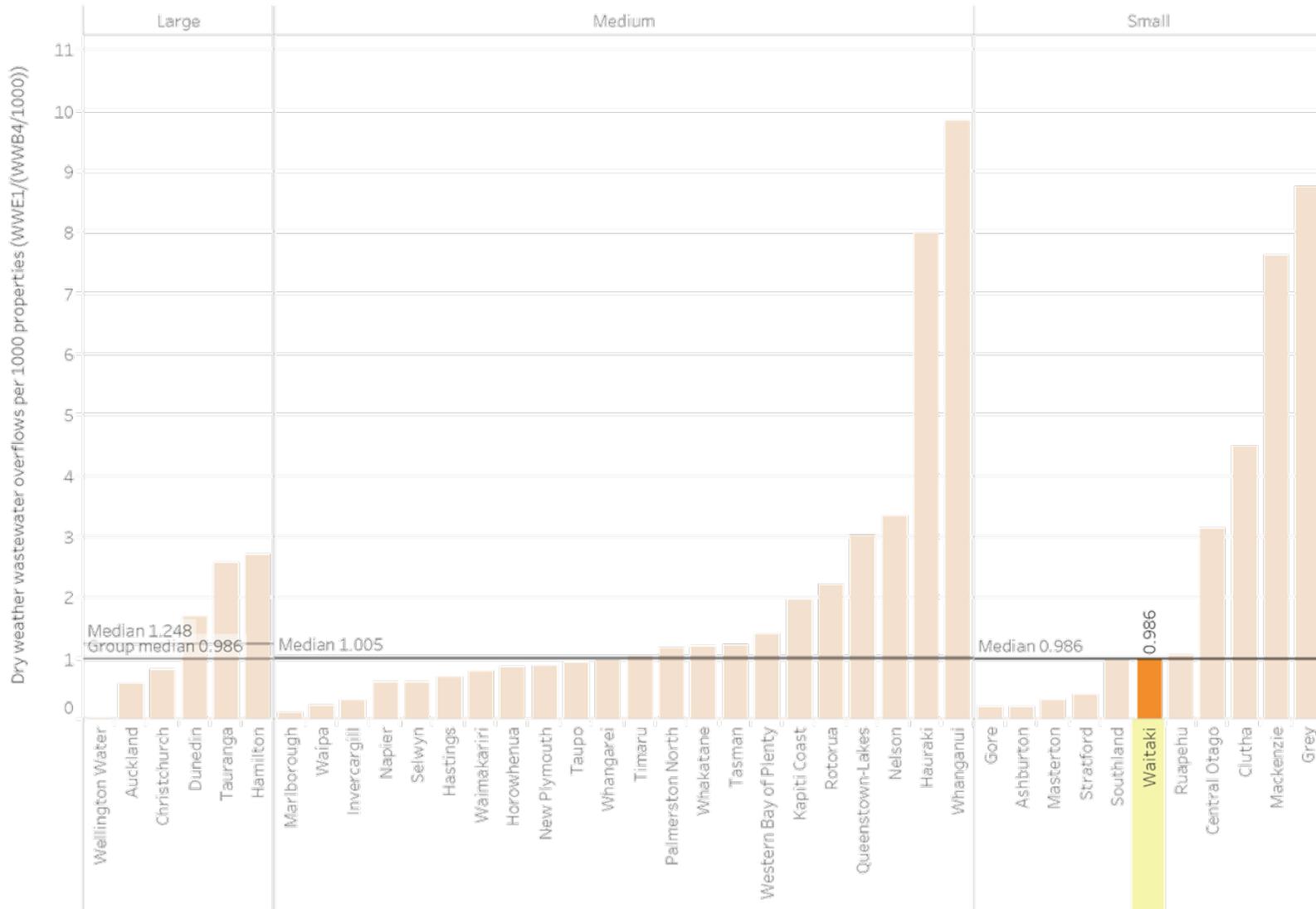
#### Boil water notices

The number of population days notices were issued (i.e. a community of 100 people with boiled water notices for 2 days a year is 200).



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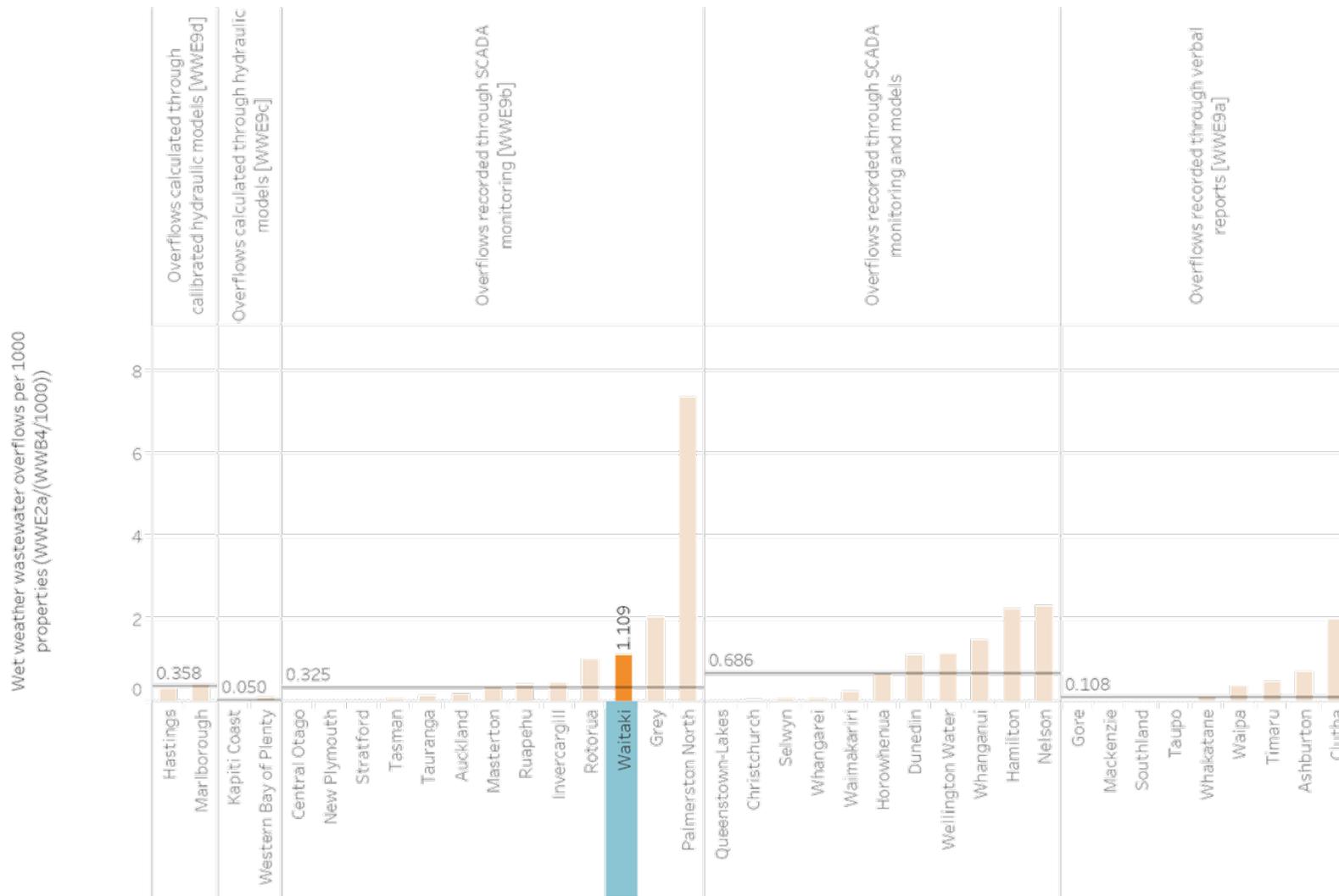
Dry weather overflows per 1000 wastewater properties serviced



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**Wet weather overflows per 1000 connections to the wastewater network**

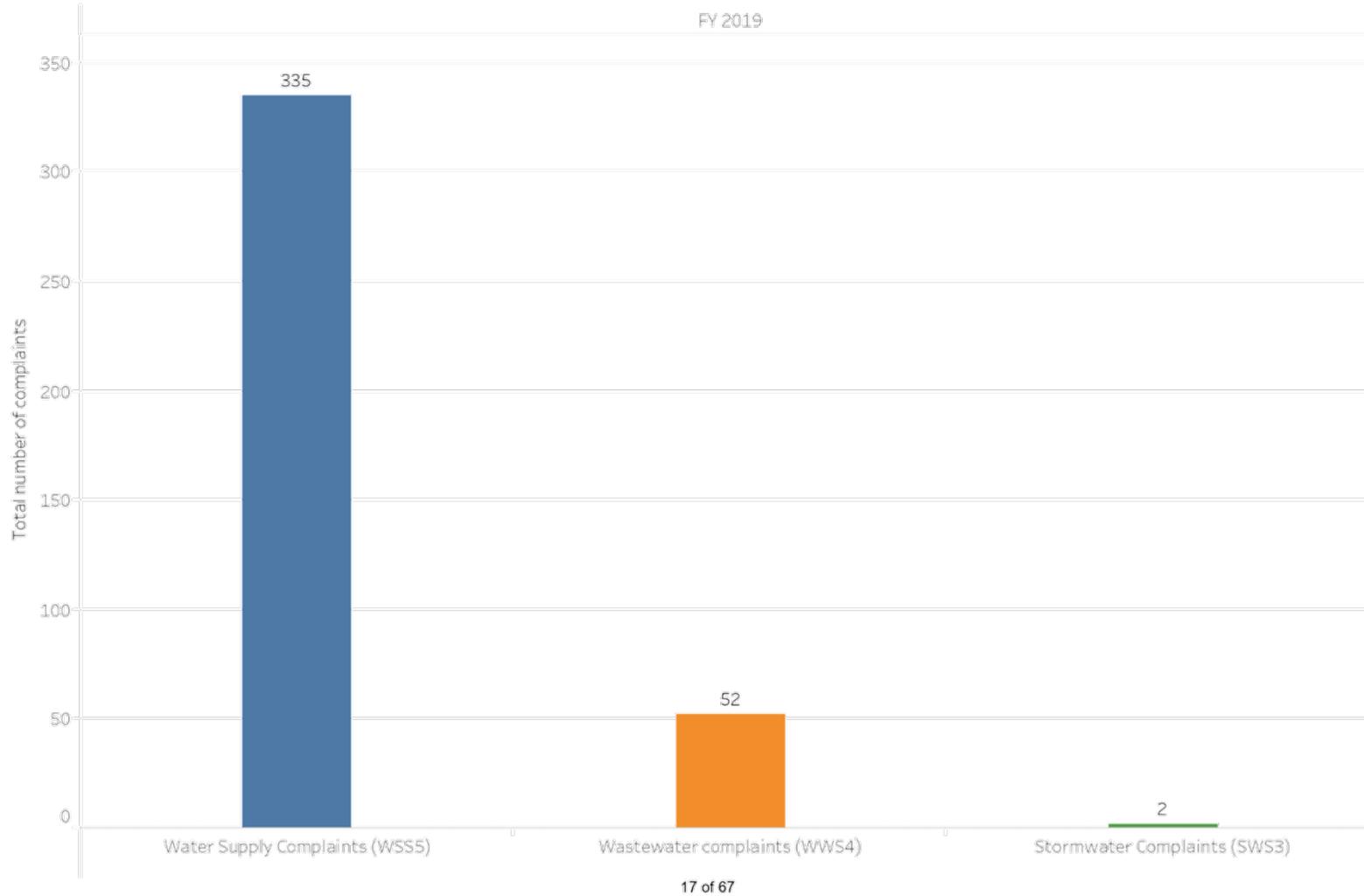
Categorised by the approach in place to record wet weather overflows.



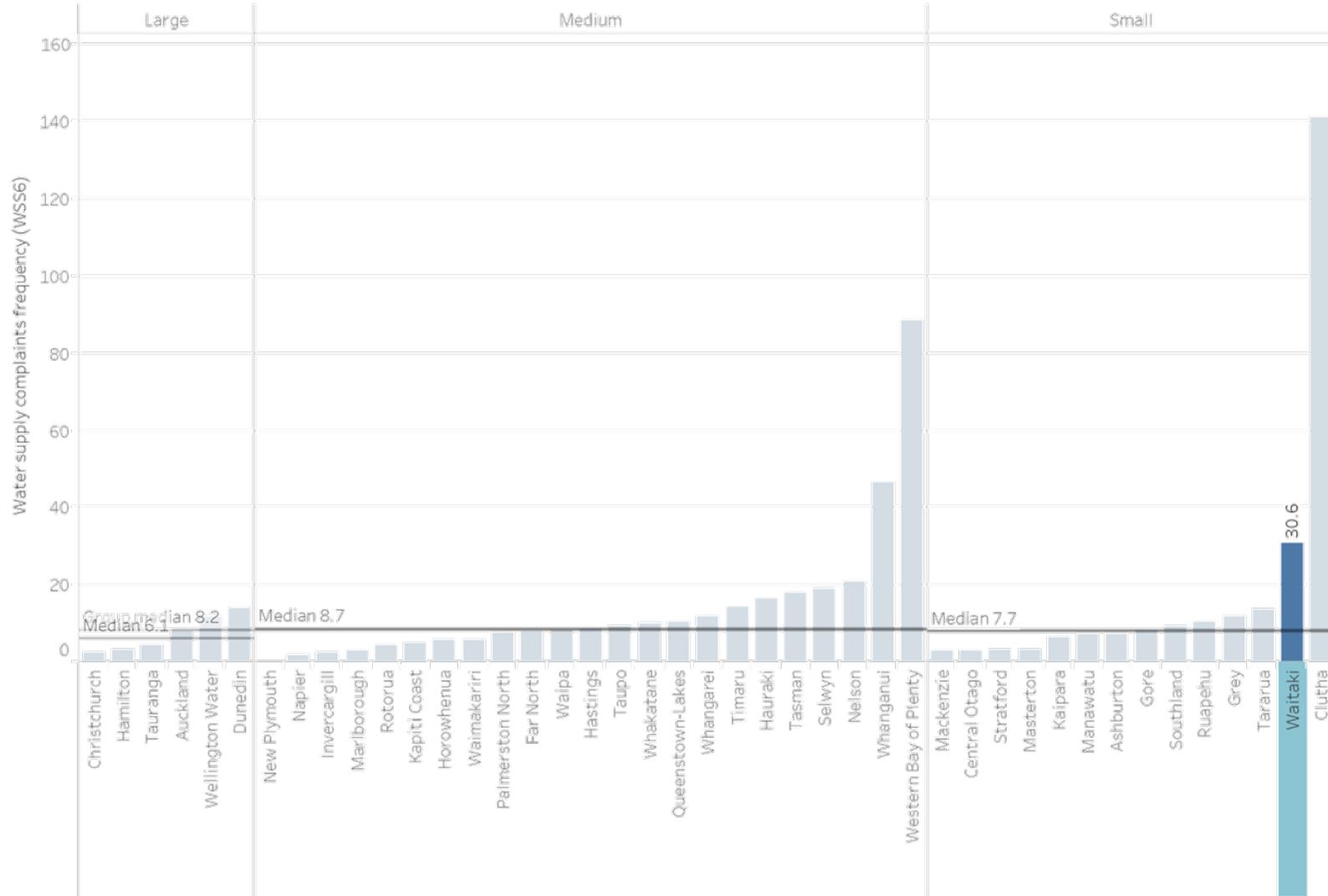
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#### 4. Customer Focus

##### Waitaki number of complaints recorded

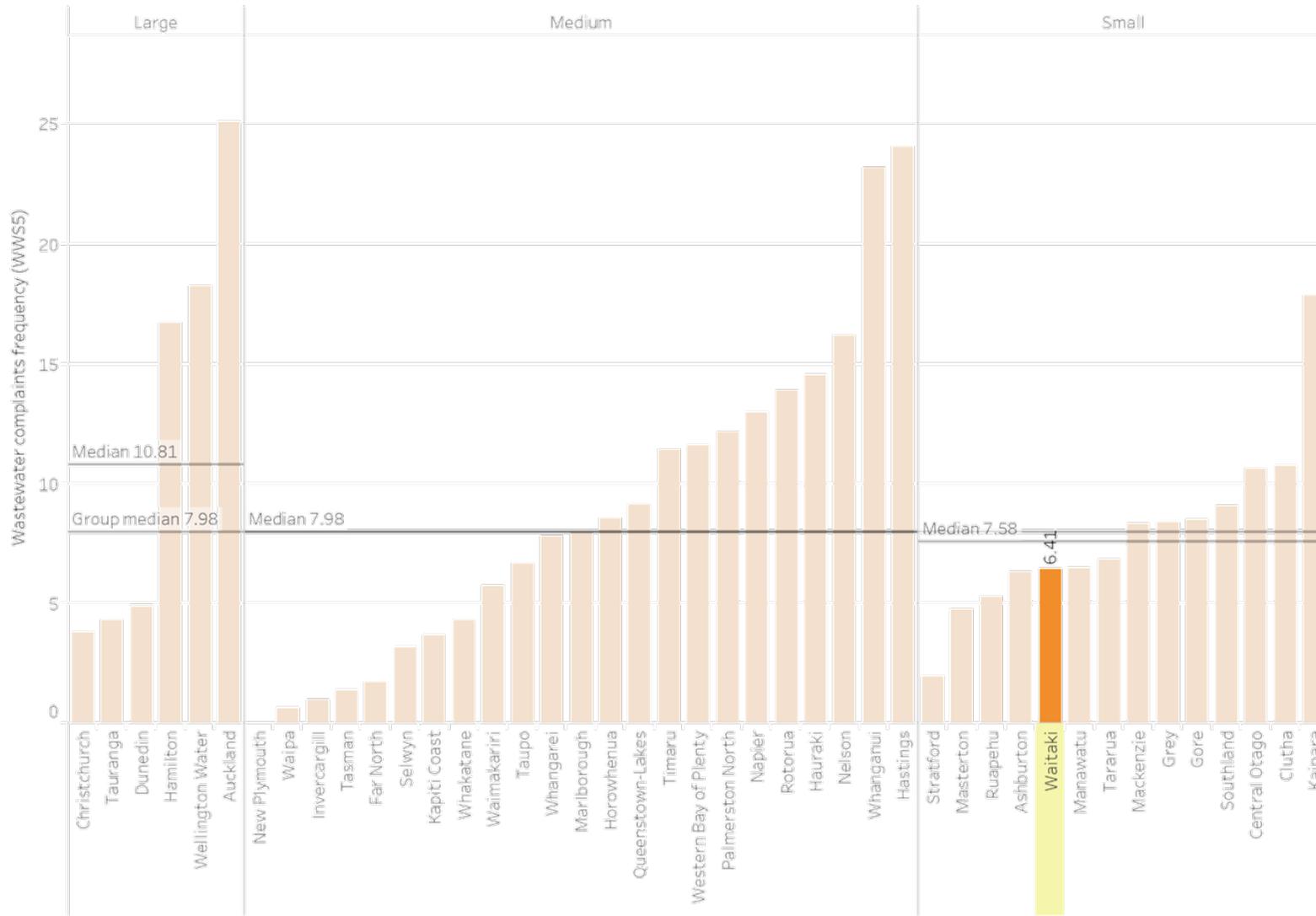


Water supply complaints per 1000 properties serviced

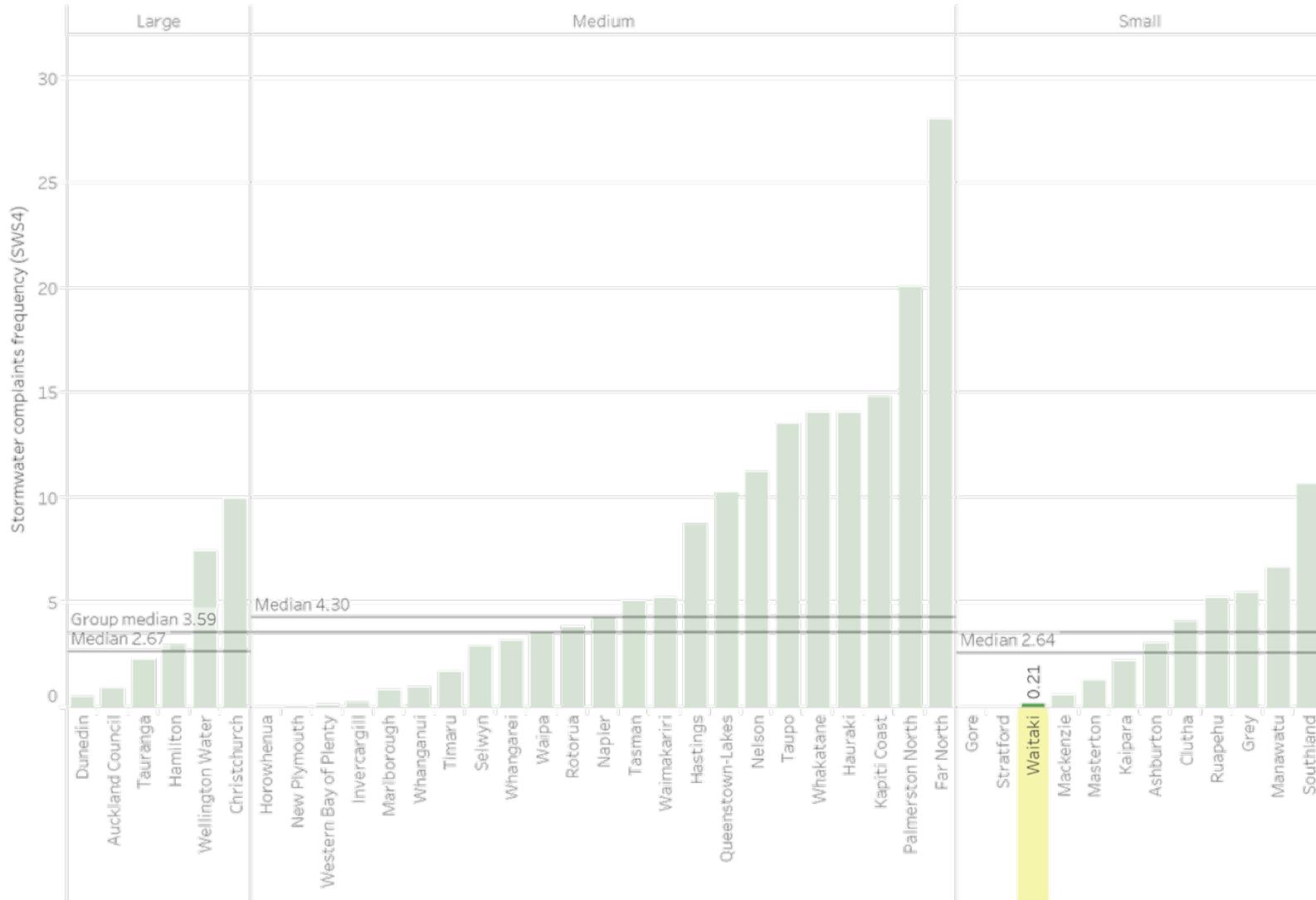


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Wastewater complaints per 1000 properties serviced

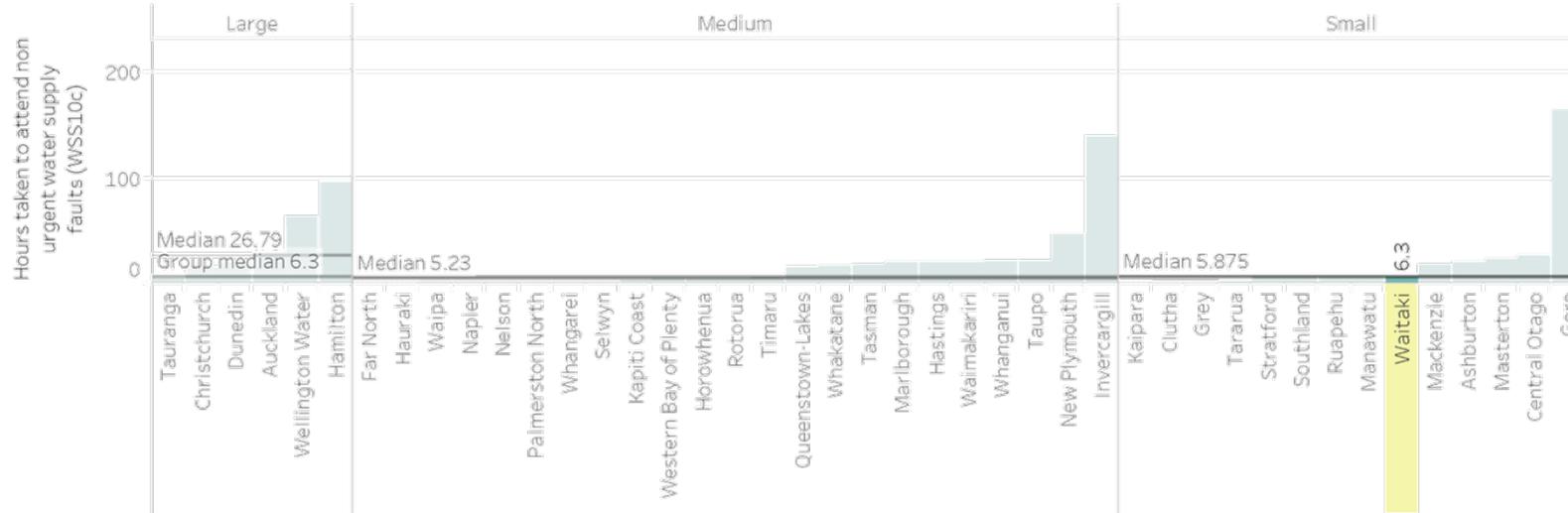


Stormwater complaints per 1000 properties serviced

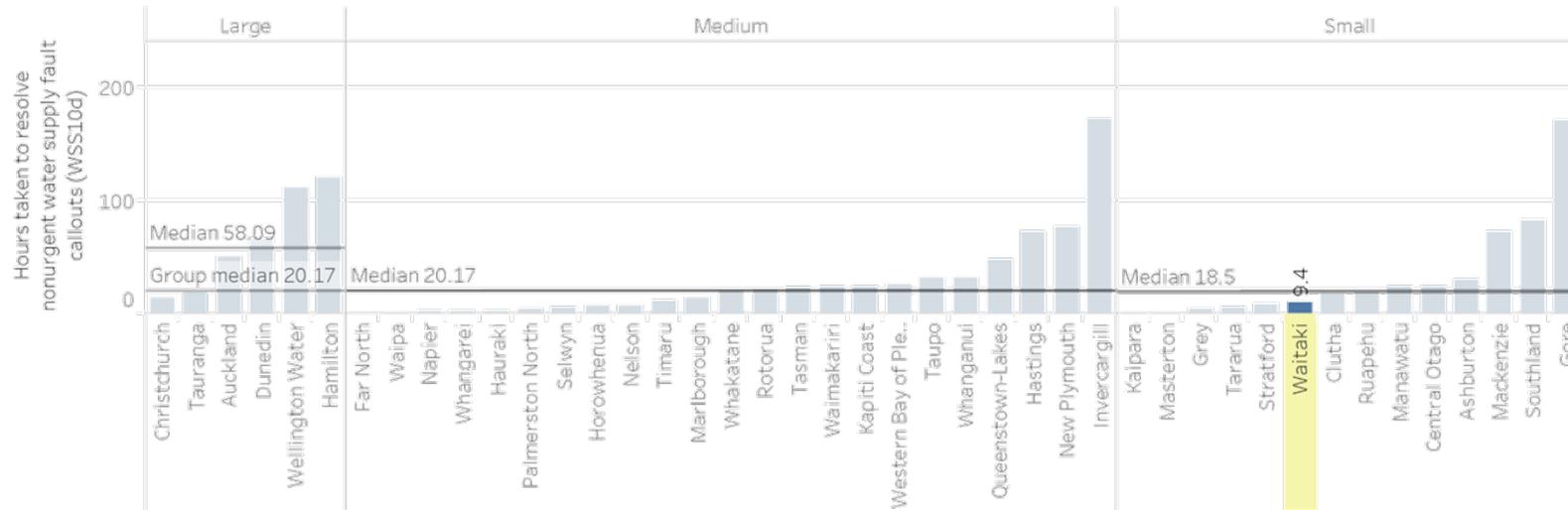


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Non-urgent water supply fault attendance times (in hours)

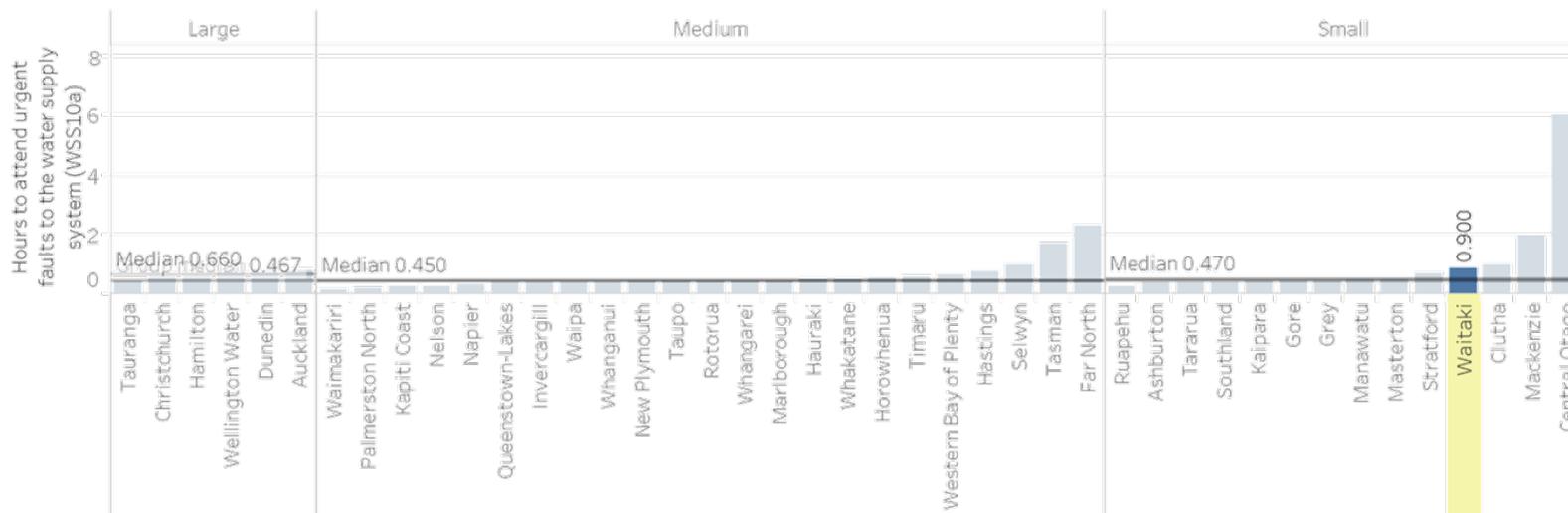


Non-urgent water supply fault resolution times (in hours)

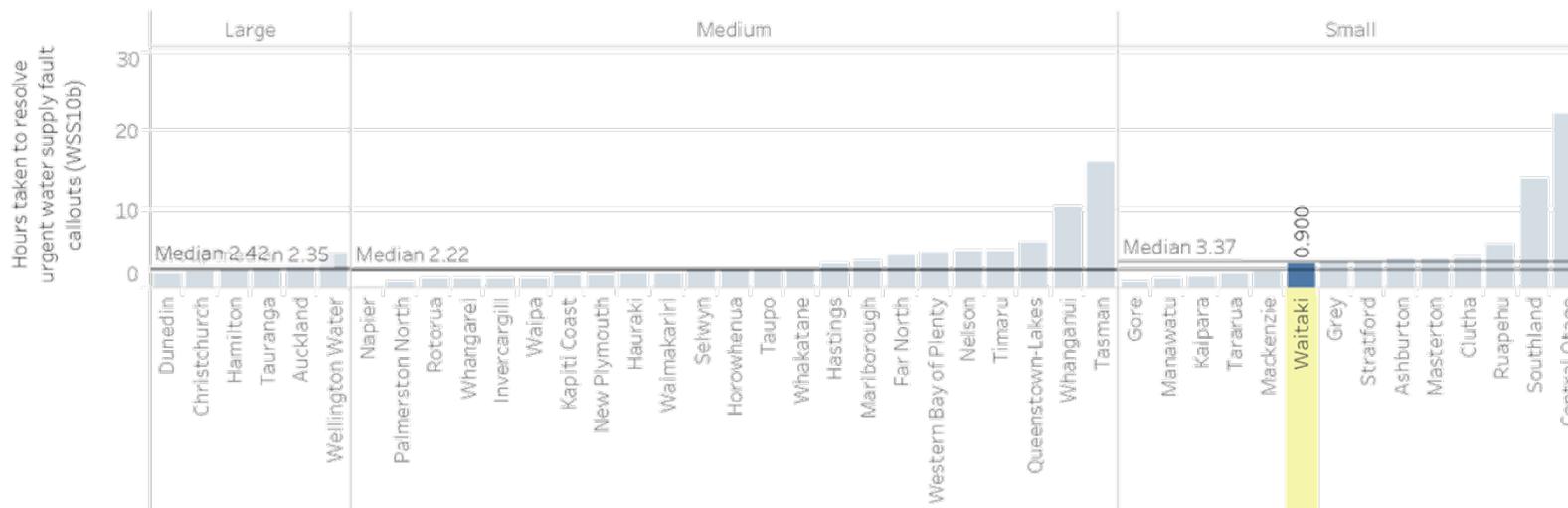


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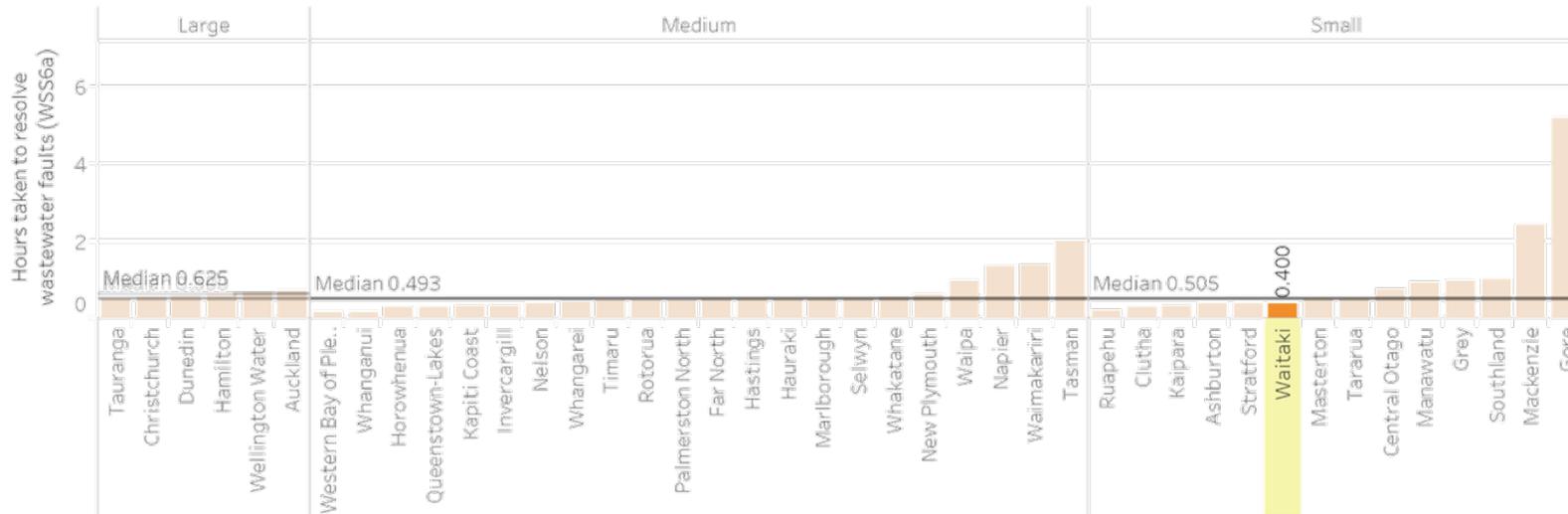
Urgent water supply fault attendance times (in hours)



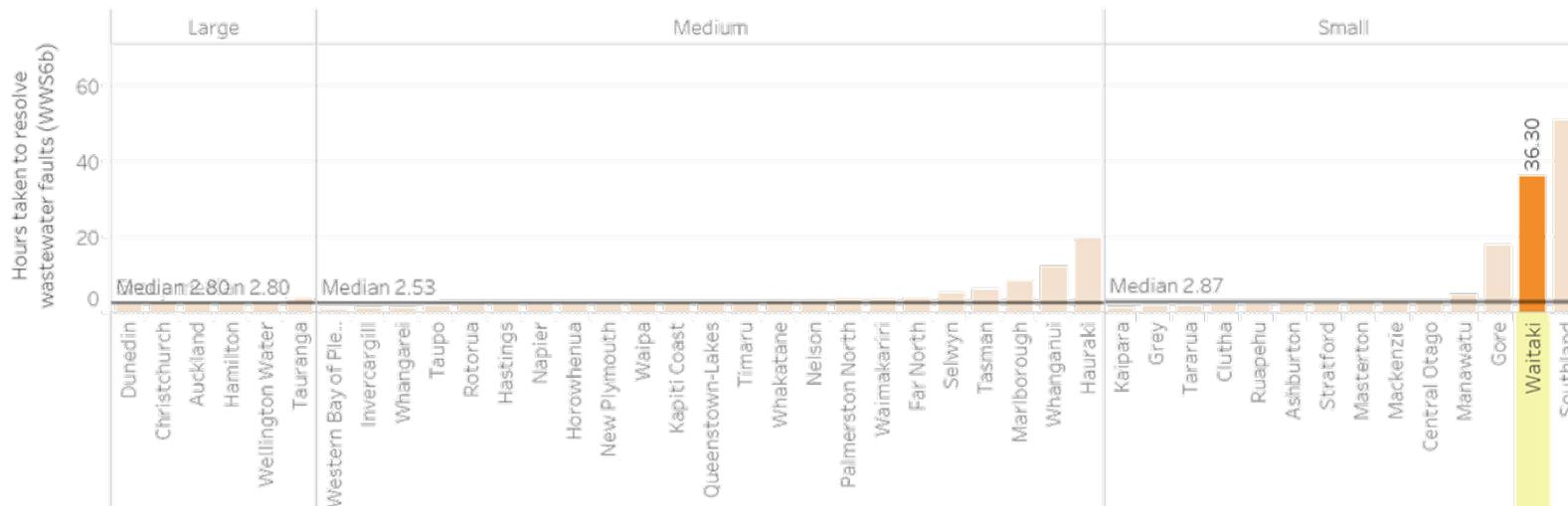
Urgent water supply fault resolution times (in hours)



Wastewater fault attendance times (in hours)

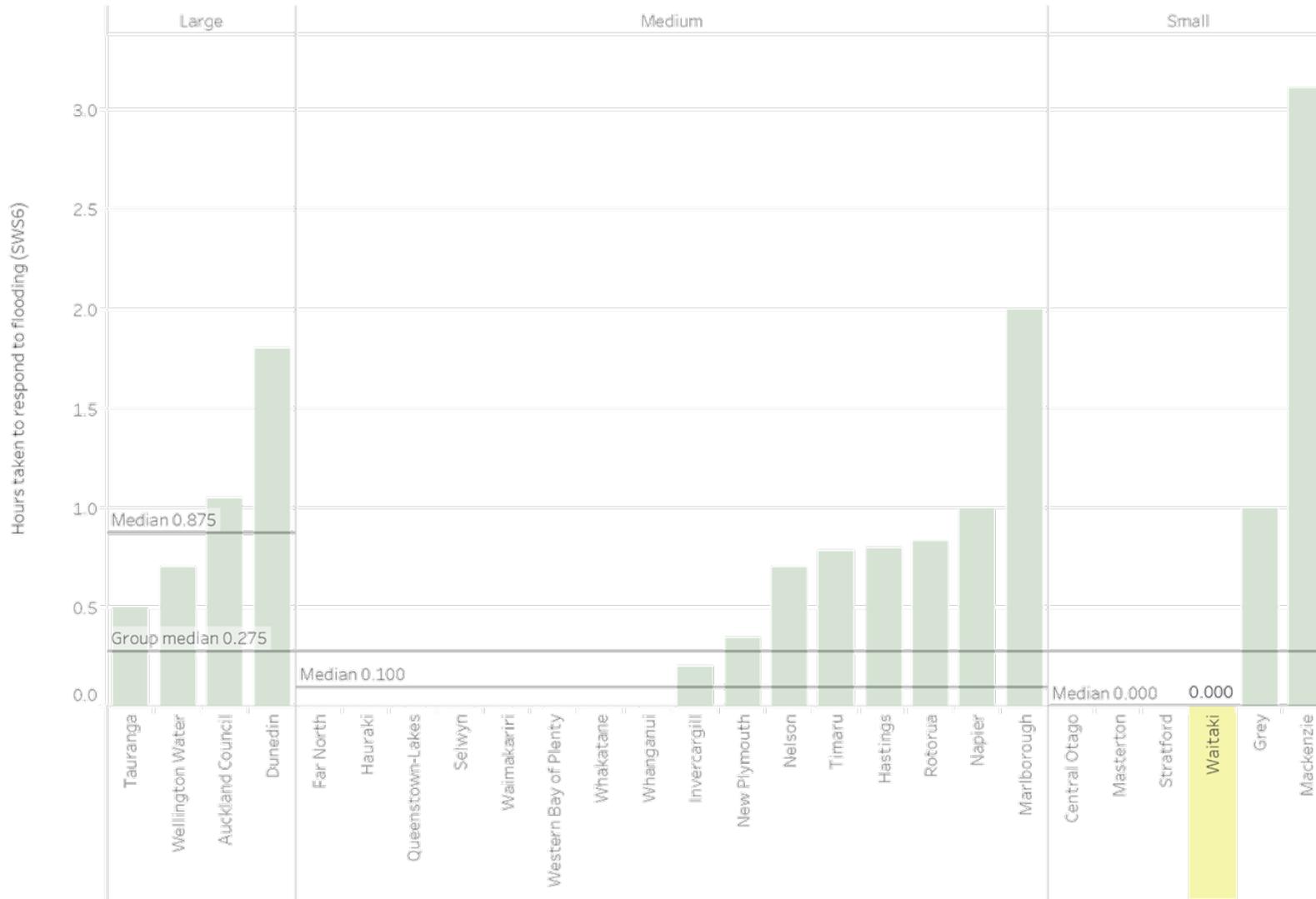


Wastewater fault resolution time (in hours)



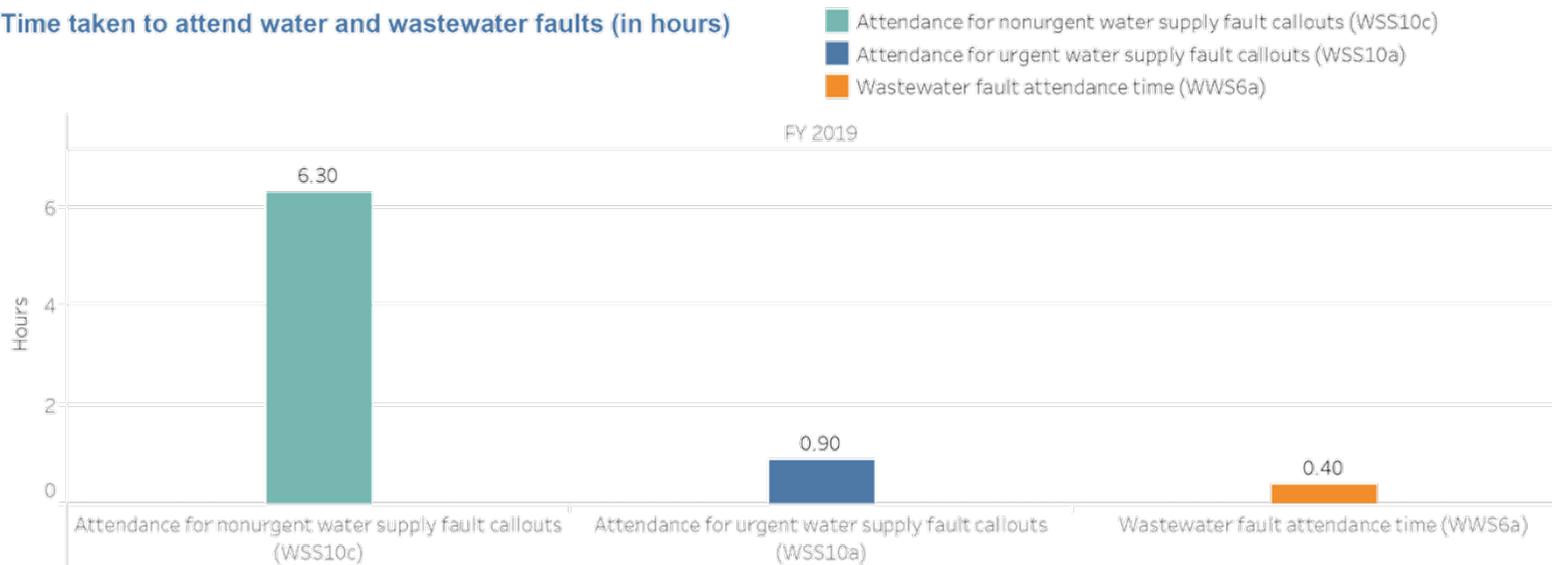
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Flooding response time (in hours)

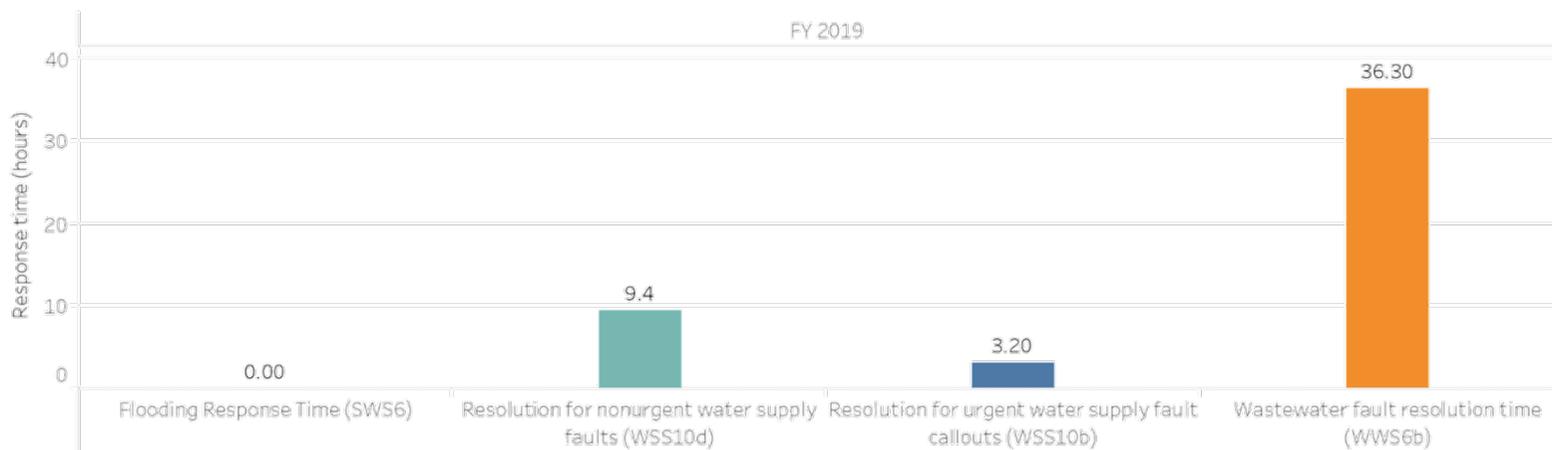


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Time taken to attend water and wastewater faults (in hours)



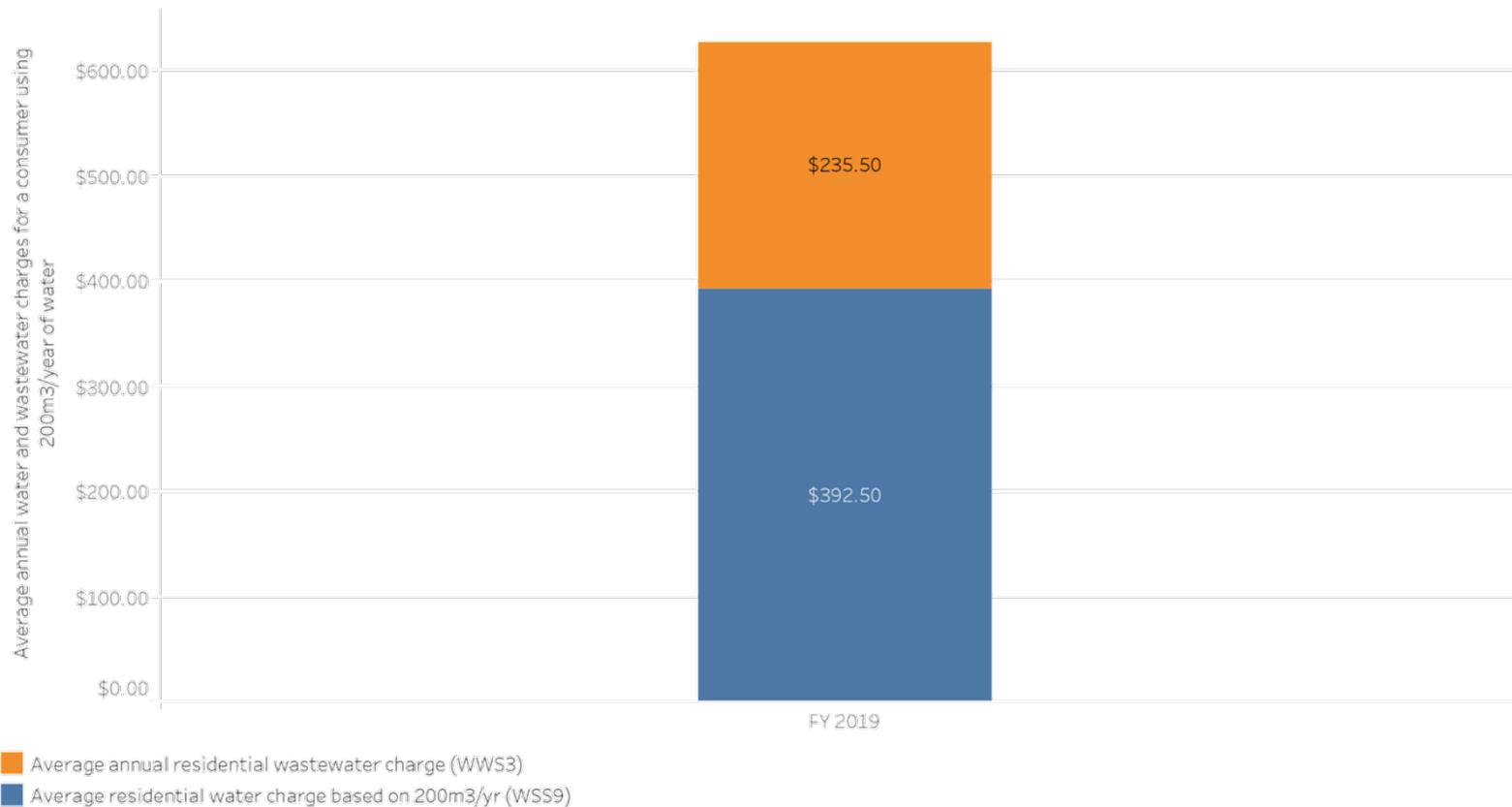
Time taken to resolve water and wastewater faults and respond to flooding related callouts (in hours)



**Water and wastewater bill affordability**

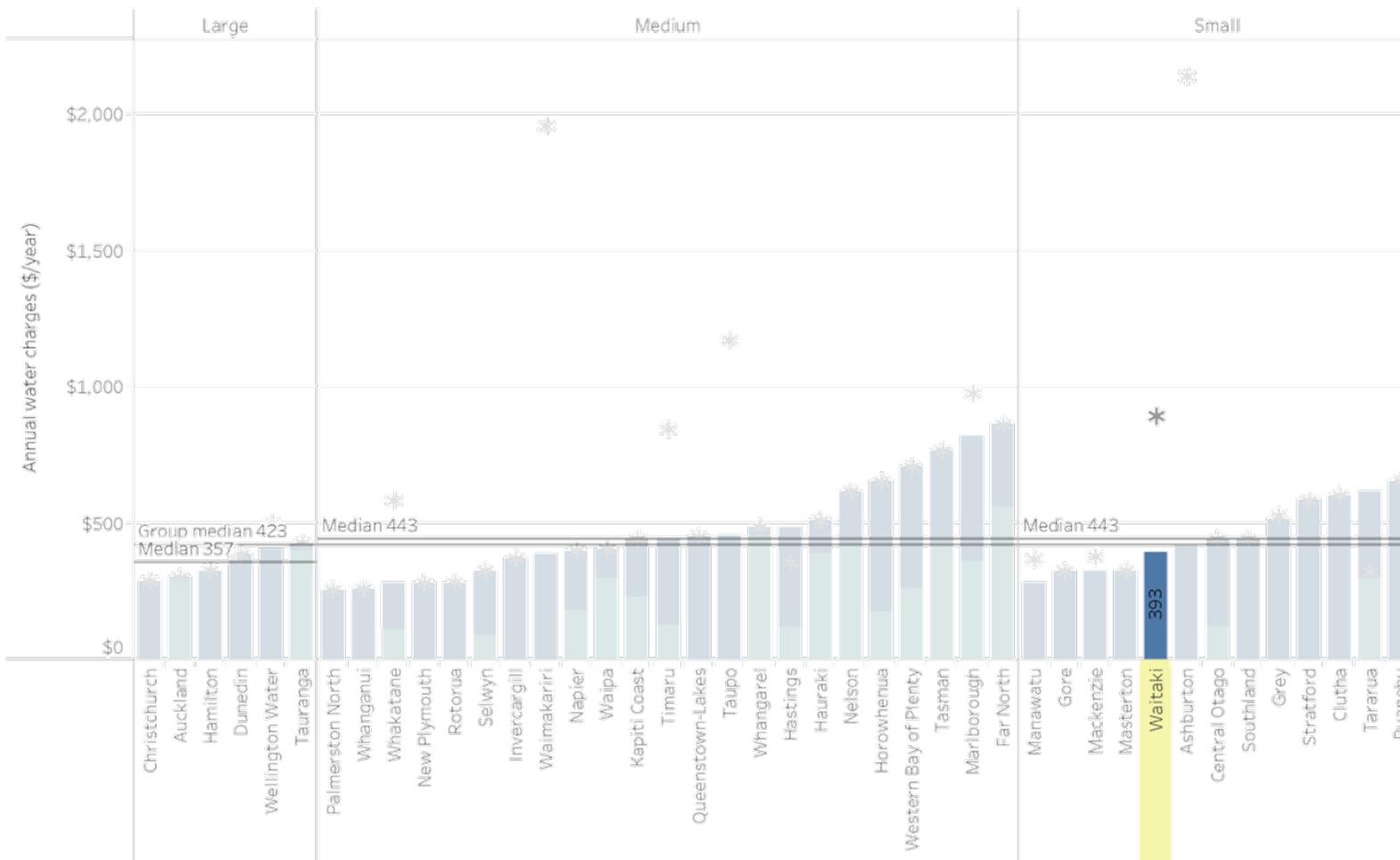
Hours to pay water and wastewater bill for a worker on minimum wage	41.48
Water and wastewater bill as a proportion of NZ government superannuation	2.94%
Water and wastewater bill as a proportion of the sole parent benefit	3.56%

**Average combined water and wastewater charge (\$/year)**



**Average annual residential charges for 200 cubic meters of water use (\$/year)**

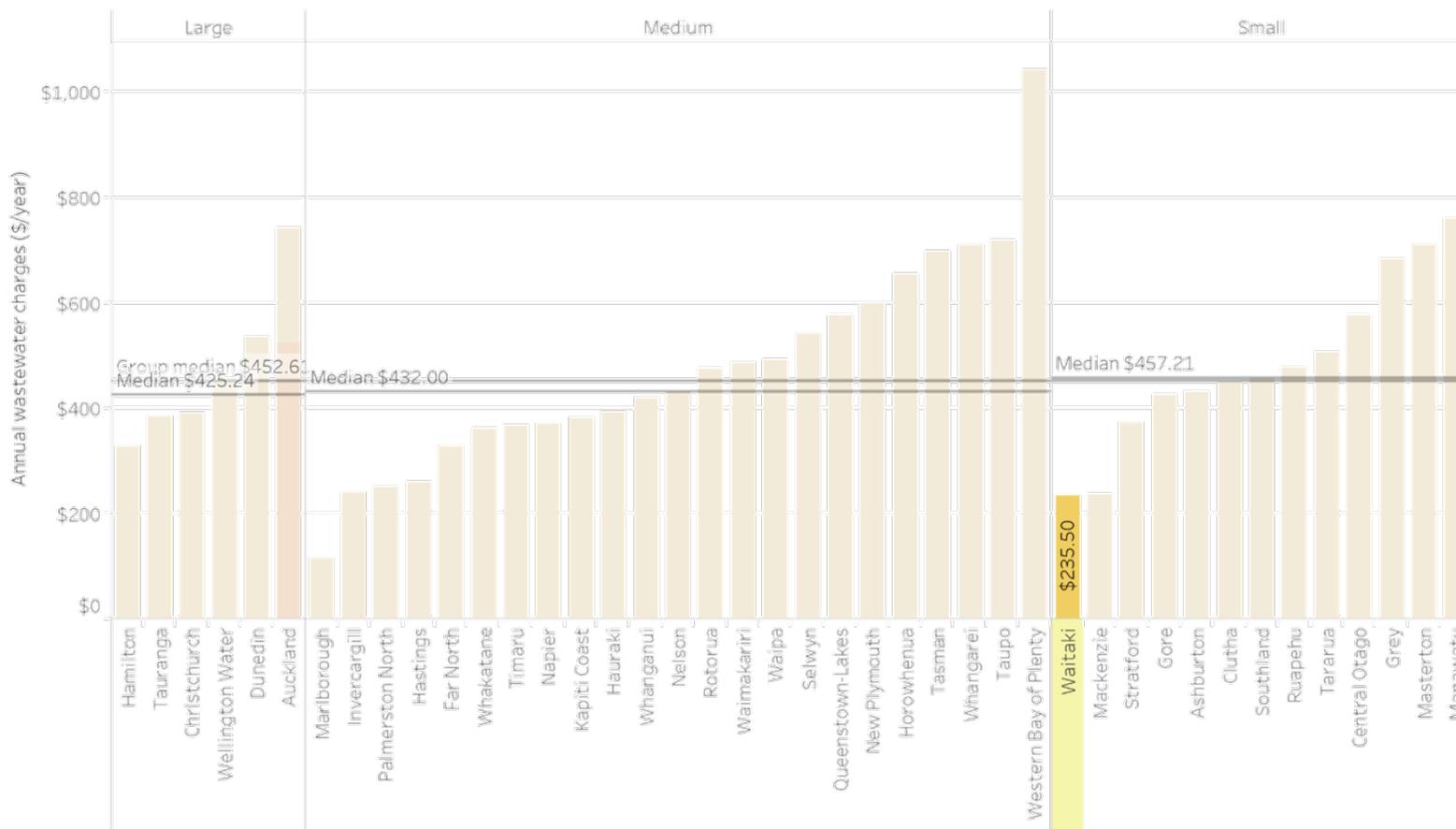
Many authorities have multiple charging regimes in their district. Bars show values that represent average charges in the district (mean or modal rates depending on the best representation of the district). Maximum charges are shown as grey stars.



**Average annual residential charges for wastewater (\$/year)**

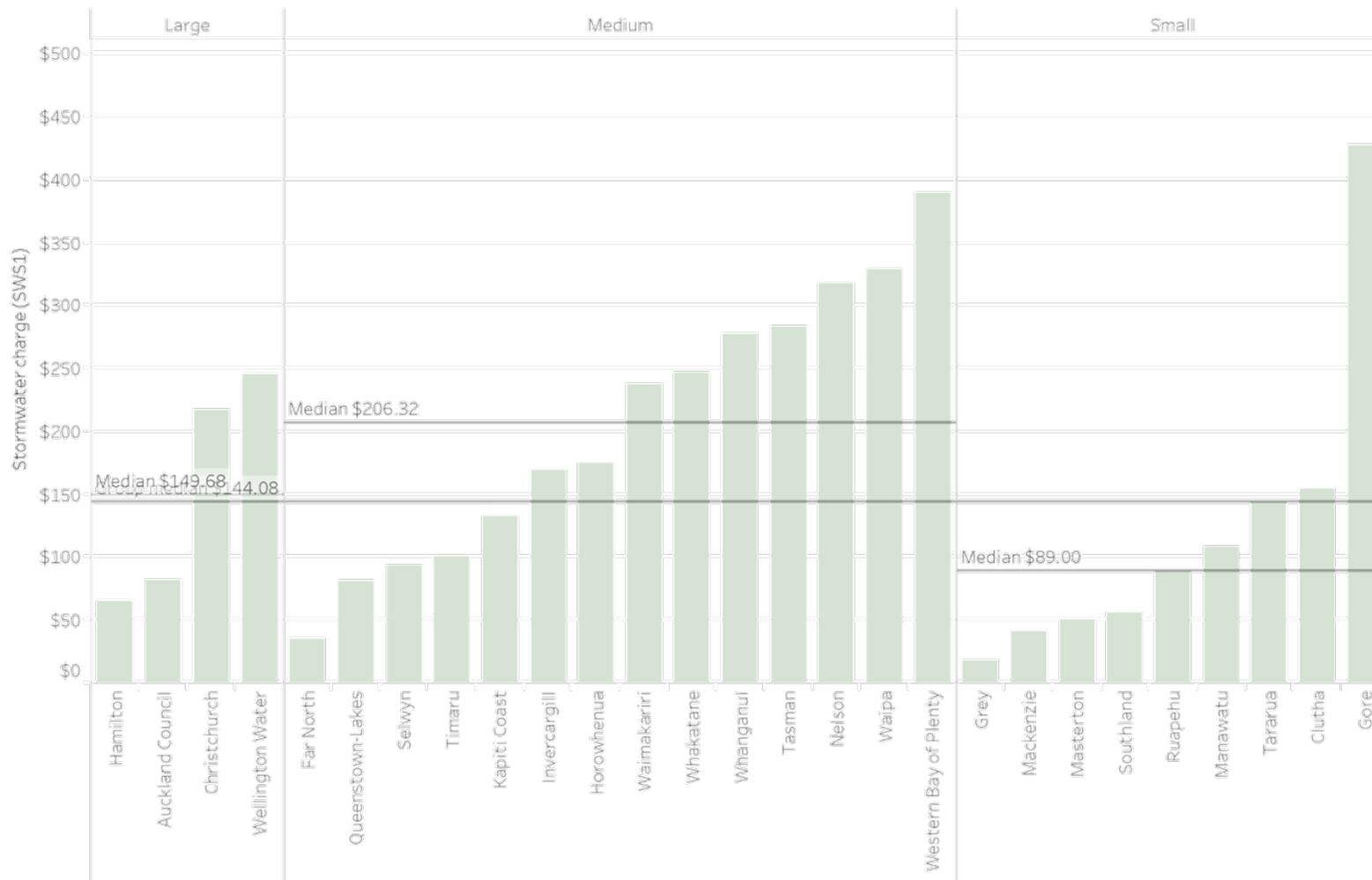
Only Auckland's residential wastewater services use volumetric rates. The volumetric rate shown is for an average residential household consuming 200 cubic meters of water a year. Residential wastewater volume is calculated at 78.5% of the incoming water volume as measured by the water meter.

- Fixed charge: residential wastewater (WWS2a)
- Volumetric residential wastewater charge based on 200 m3/yr water use (WSS9\*200)



**Average annual residential charges for stormwater (\$/year)**

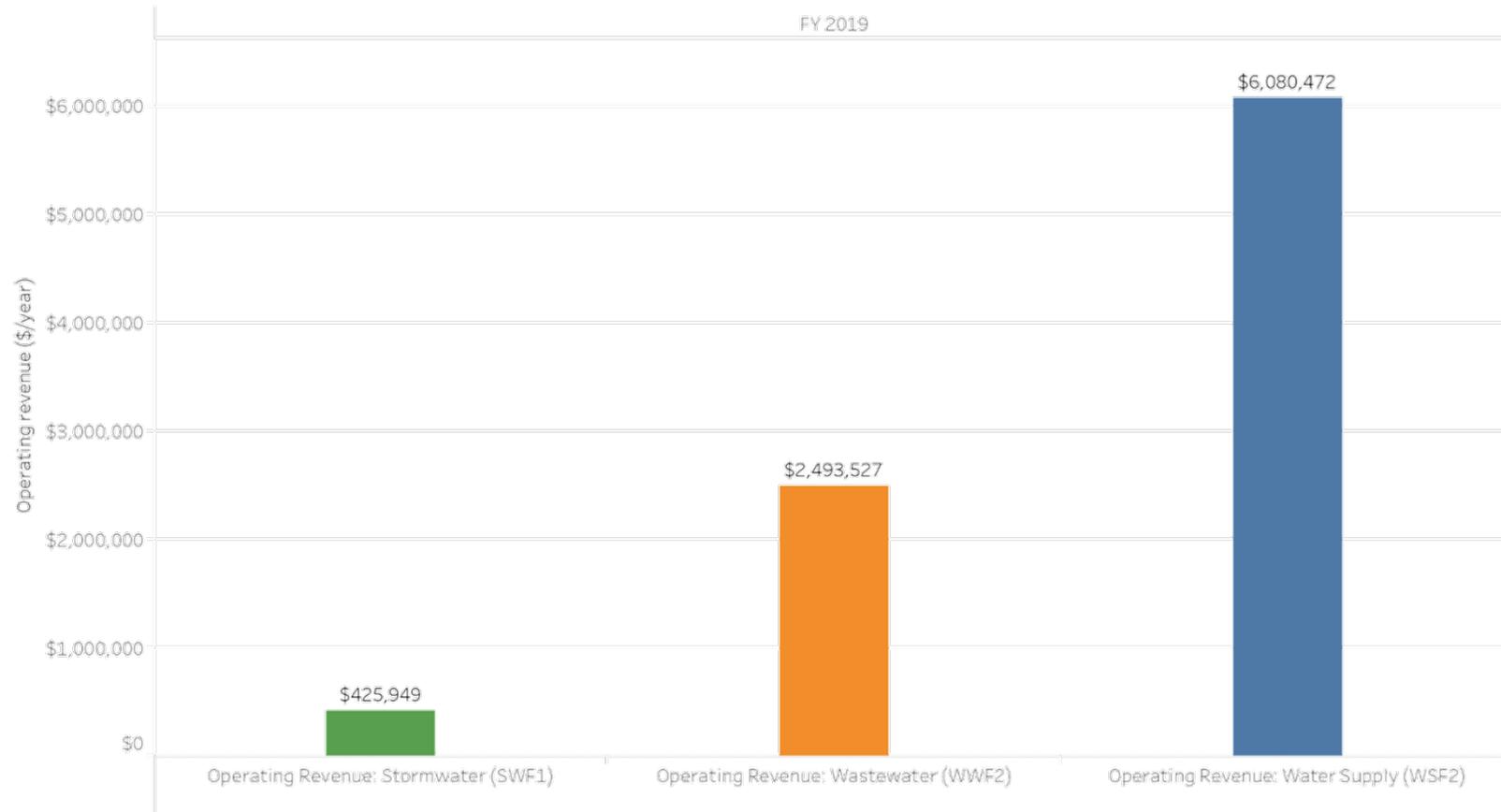
Many participants charge for stormwater services as part of other rates charges (such as urban amenity or roading rates). Where stormwater charges were able to be separated these are shown. Stormwater charges that are a proportion of general rates have been determined based on average property values in the relevant district.



### 5. Economic Sustainability

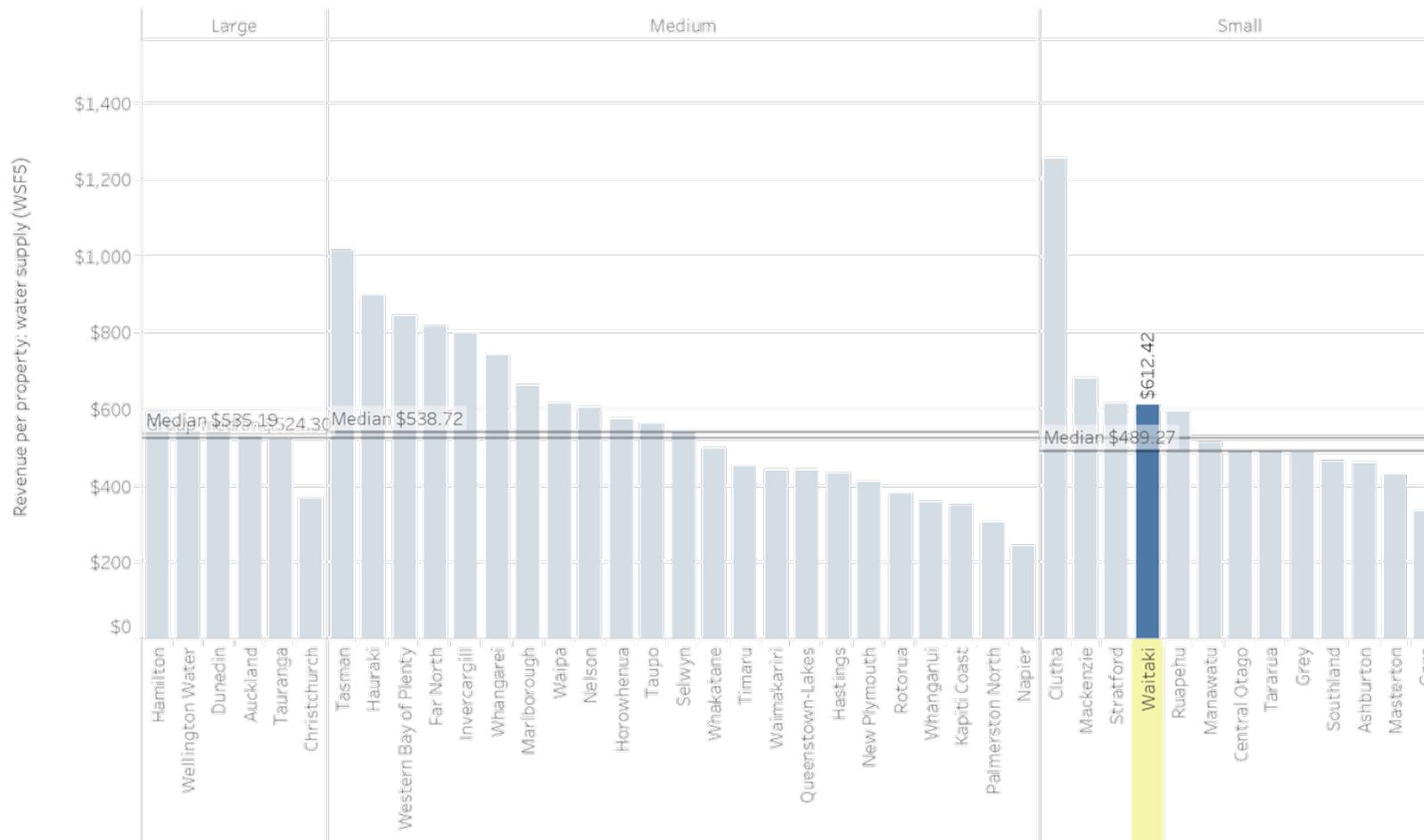
#### Waitaki's annual revenue

Does not include revenue from developer contributions or supply of services to neighbouring authorities.

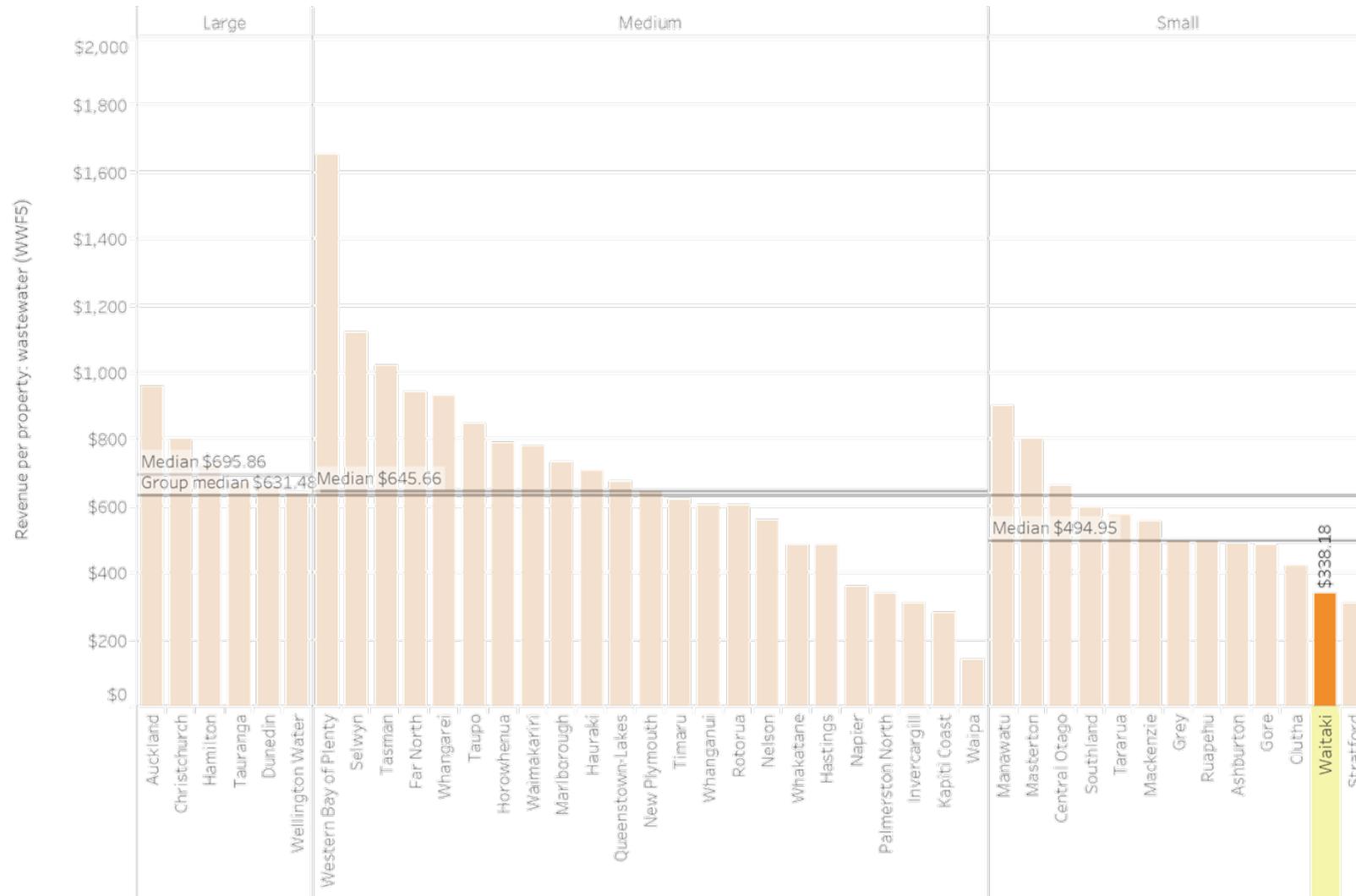


**Annual water supply revenue per property connected to the network**

Per property revenue figures are skewed in areas with high non-residential water usage e.g. South Taranaki has 7 major connections which contribute to 16% of total consumption.

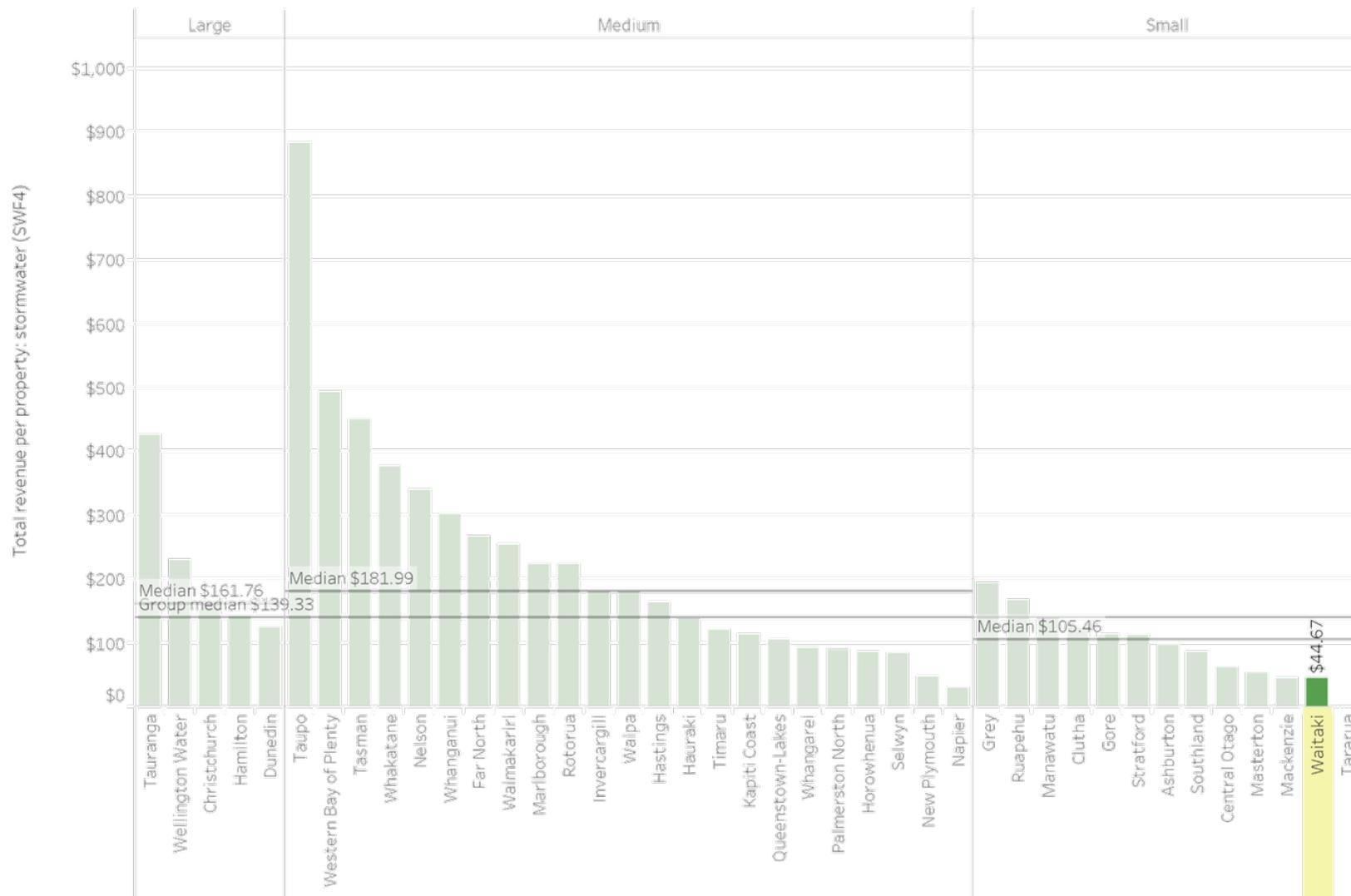


Annual wastewater revenue per property connected to the network

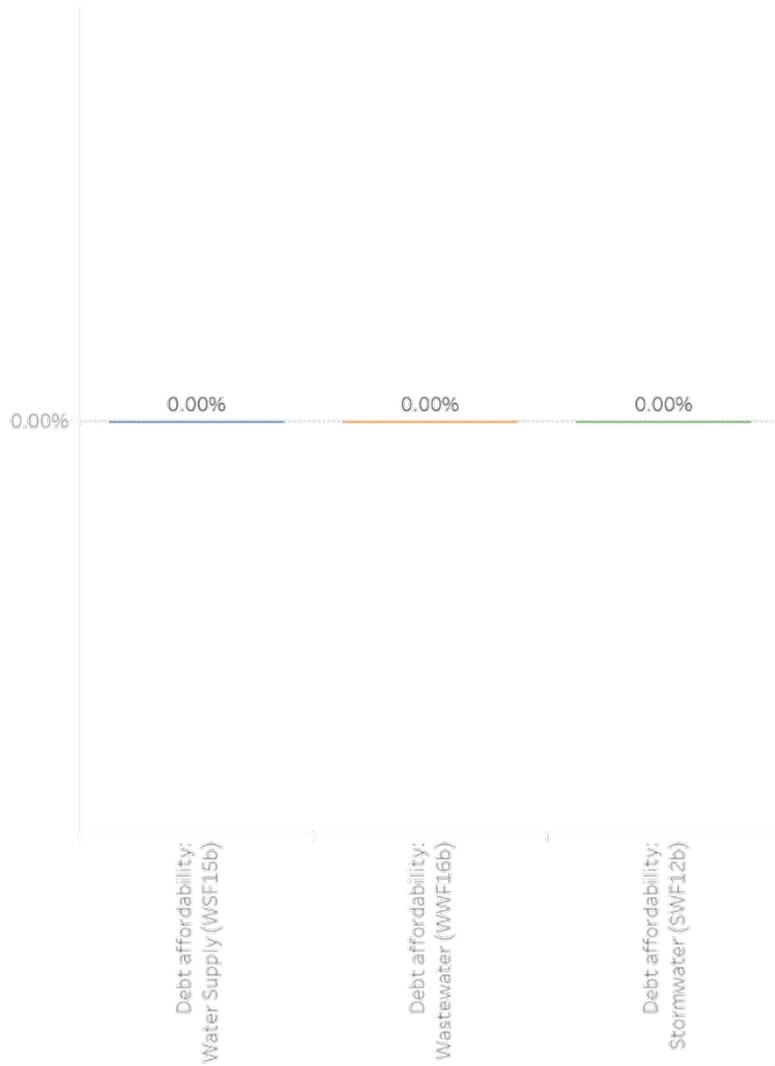


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Annual stormwater revenue per property serviced

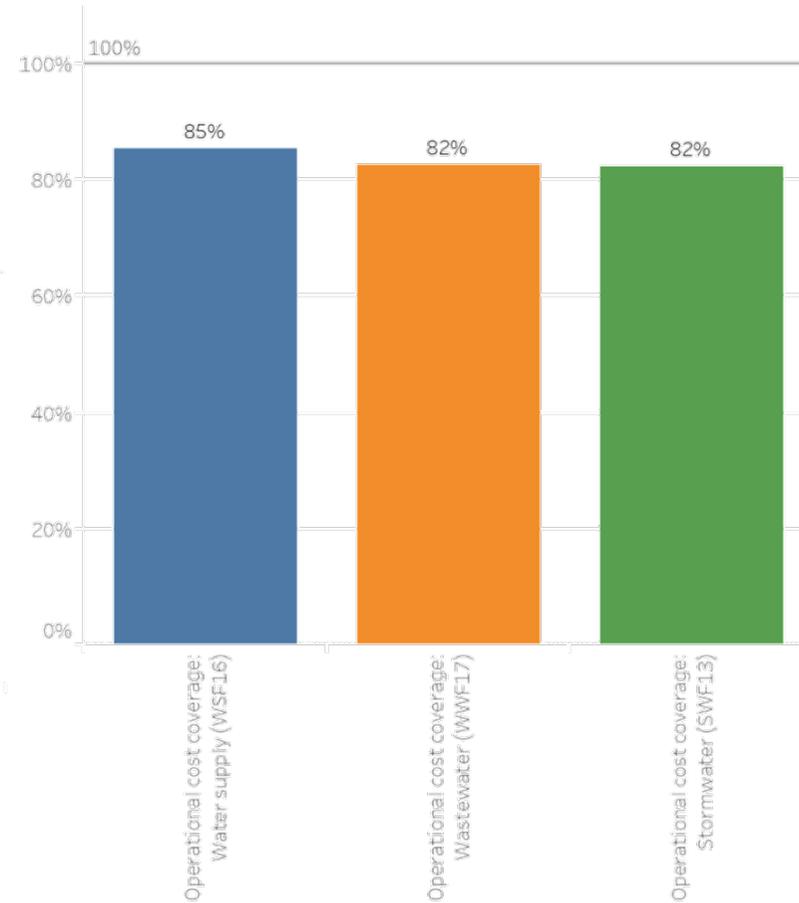


Waitaki's interest as a proportion of revenue

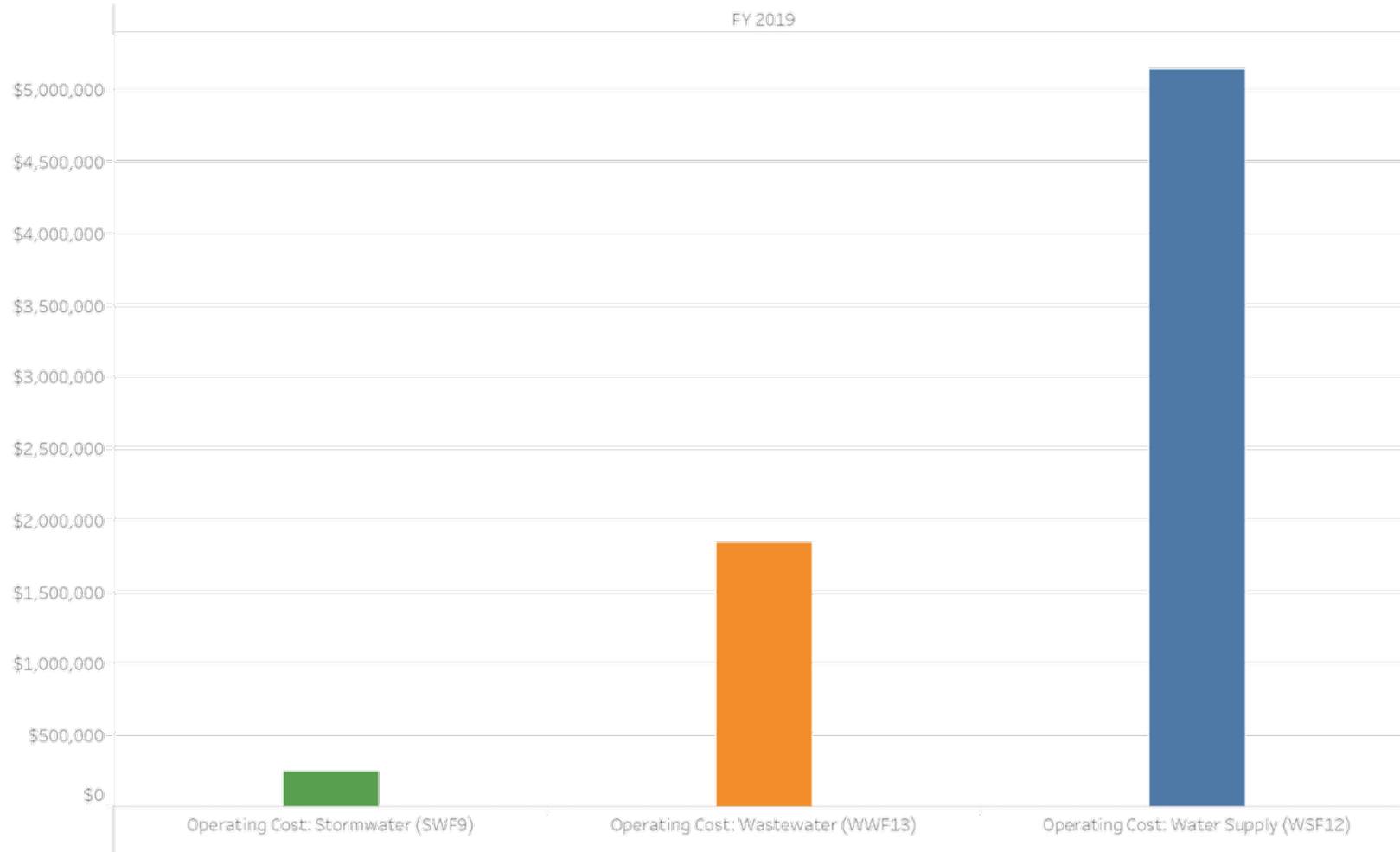


Waitaki's cost coverage

Revenue (excluding revenue from developer contributions/infrastructure growth charges) over operational costs including interest payments and depreciation. Costs related to capital expenditure have not been included. A value less than 100% implies revenue is insufficient to meet costs and depreciation.

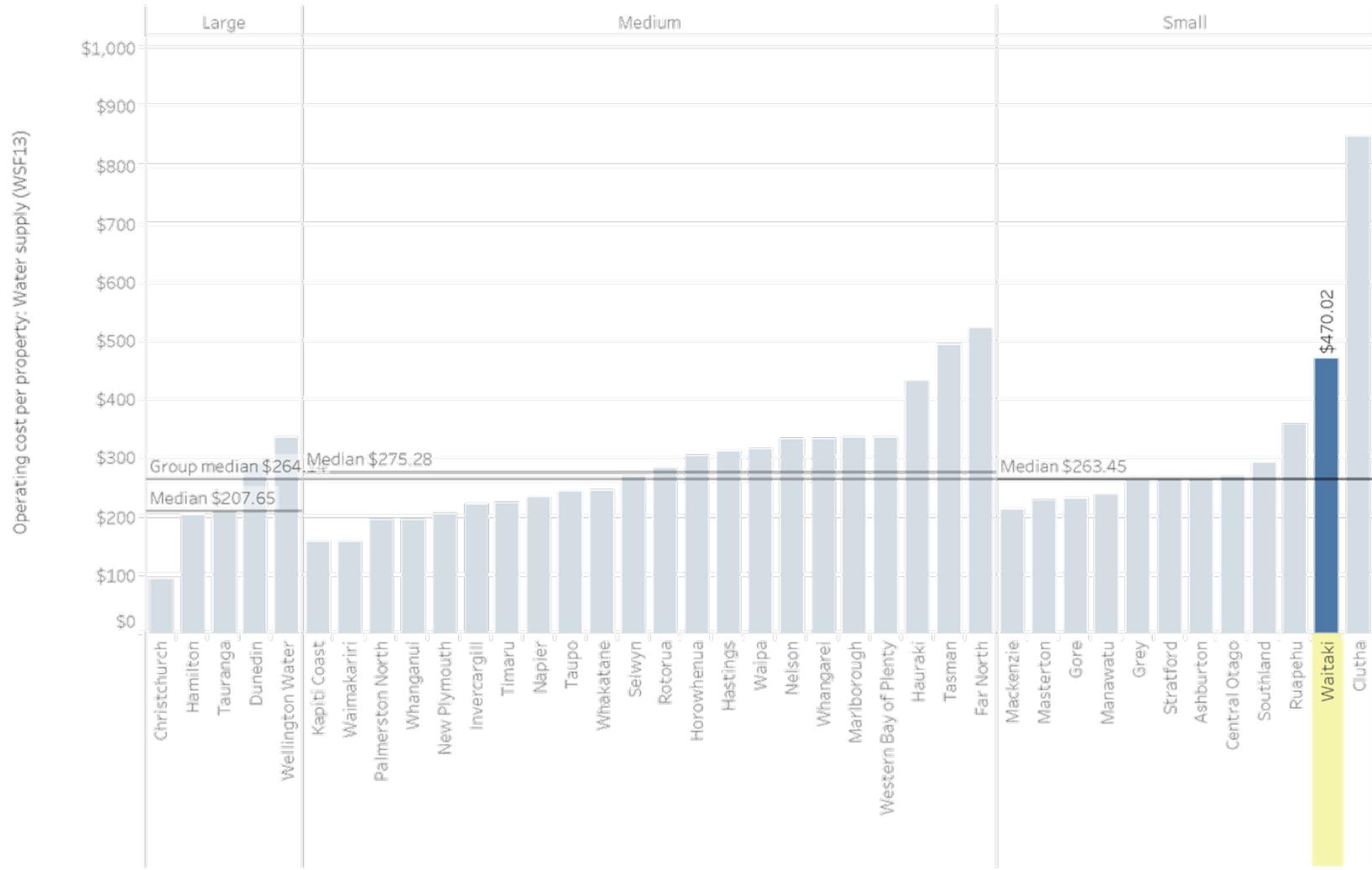


Waitakis annual operational expenditure

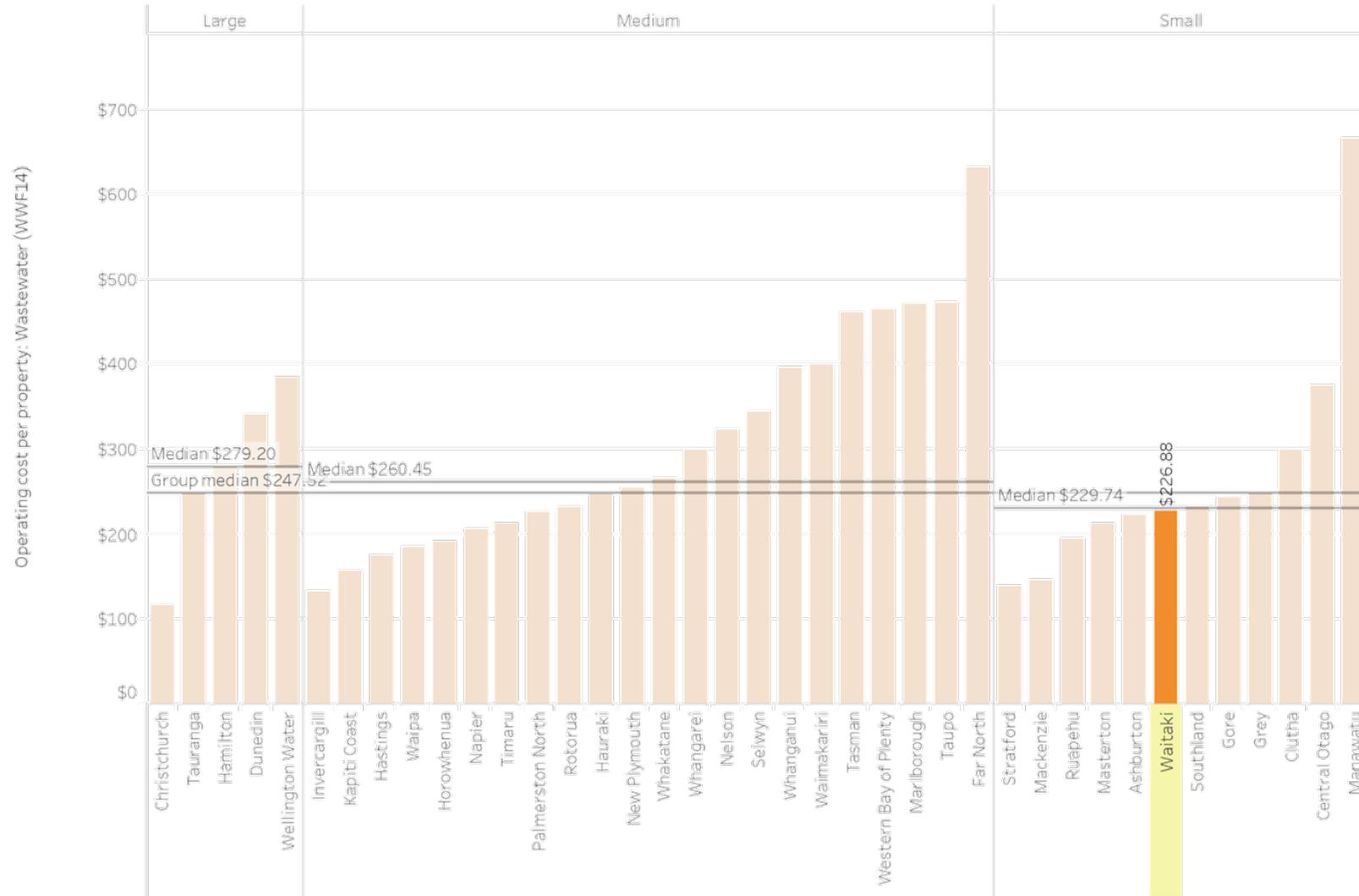


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Water supply operational expenditure per property

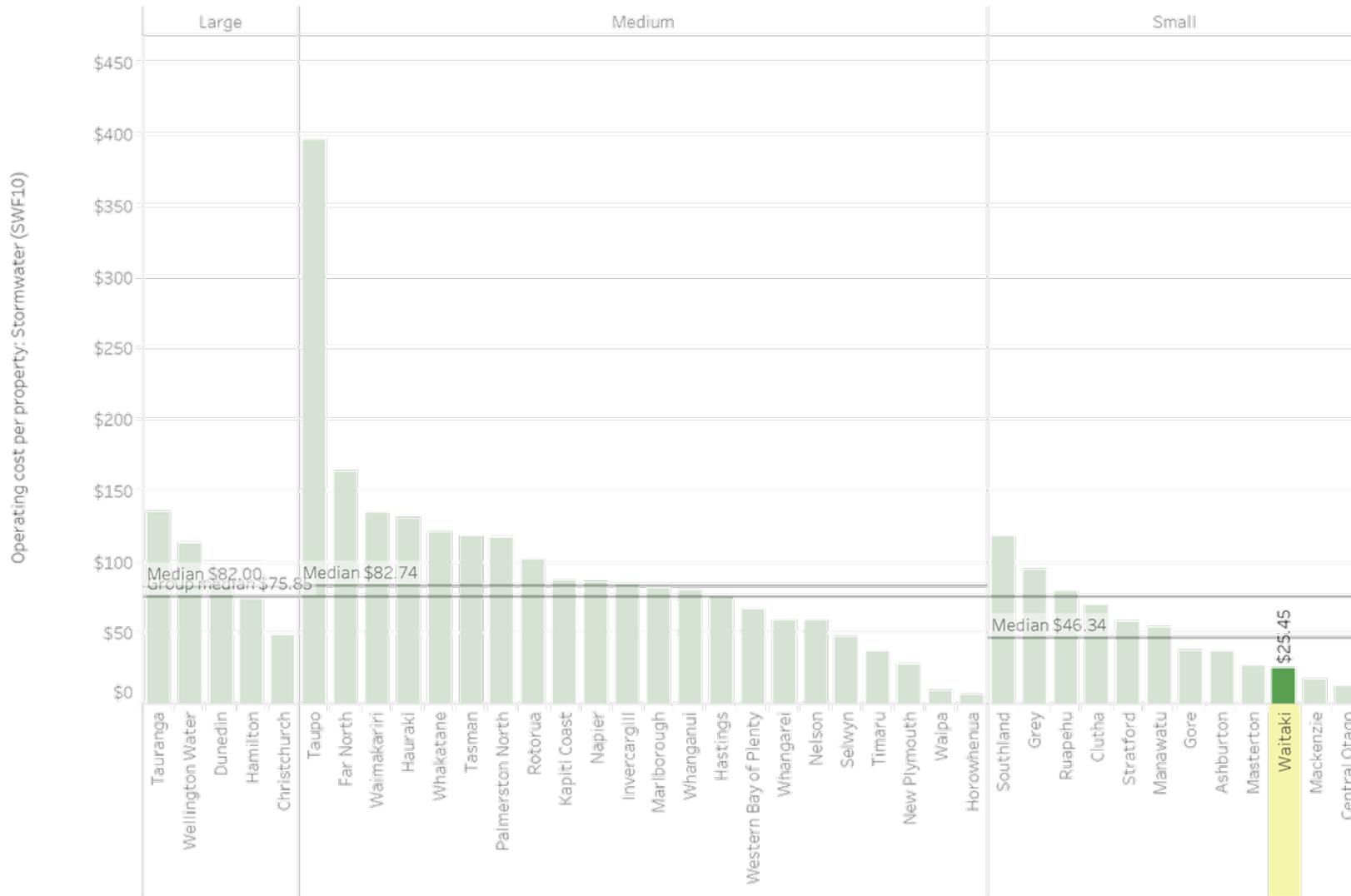


Wastewater operational expenditure per property



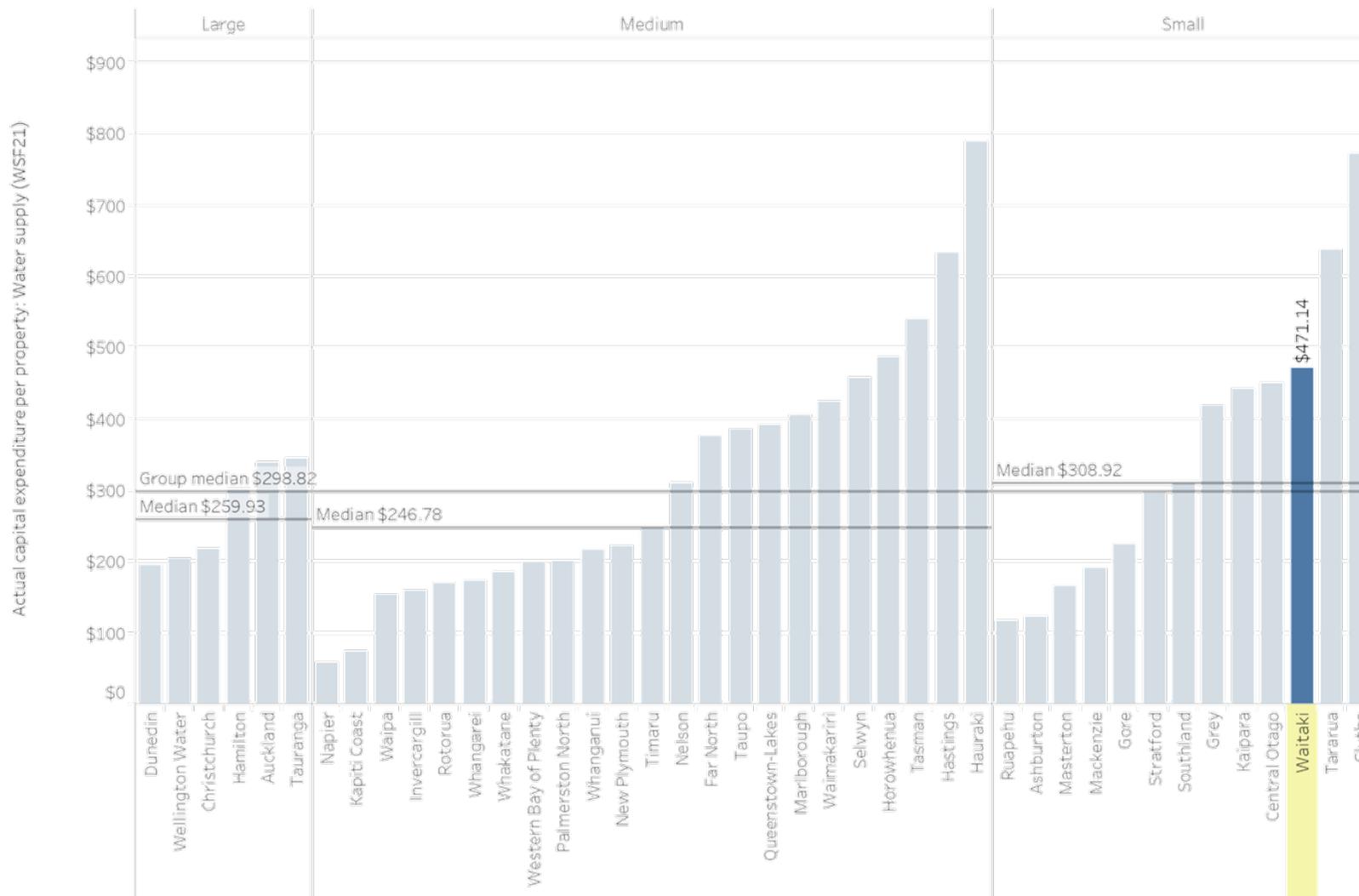
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Stormwater operational expenditure per property



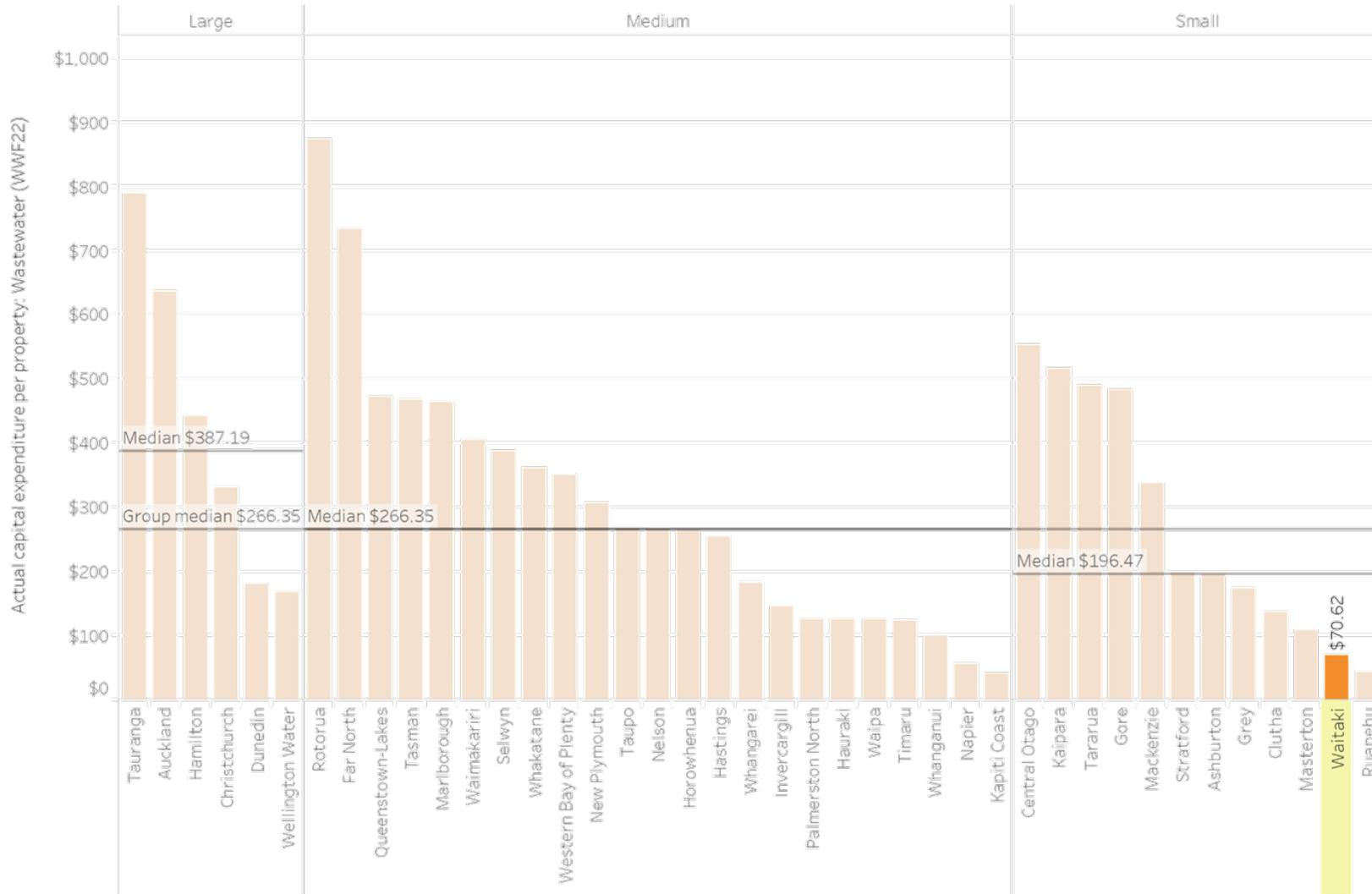
38 of 67

Water supply capital expenditure per property

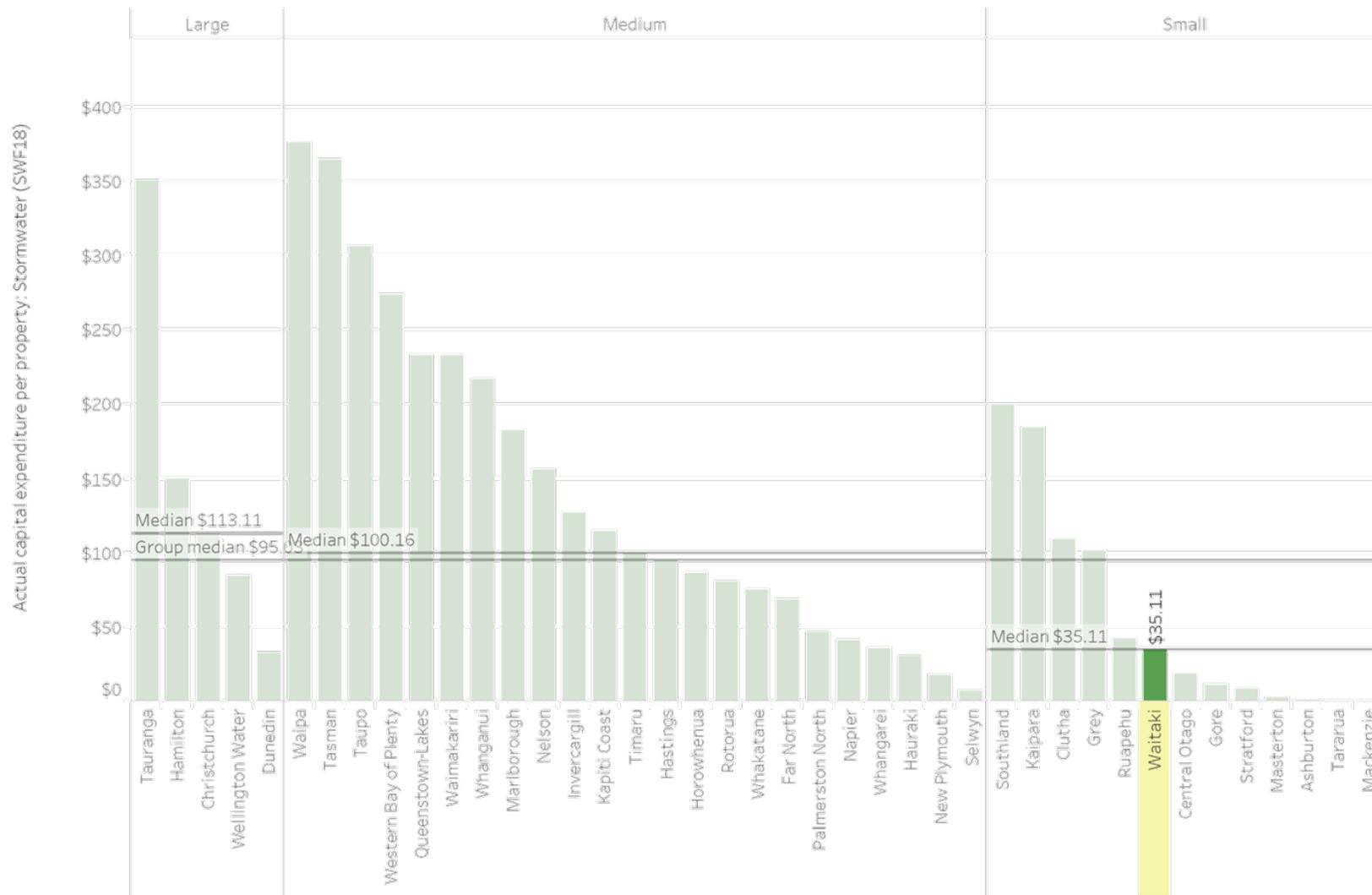


39 of 67

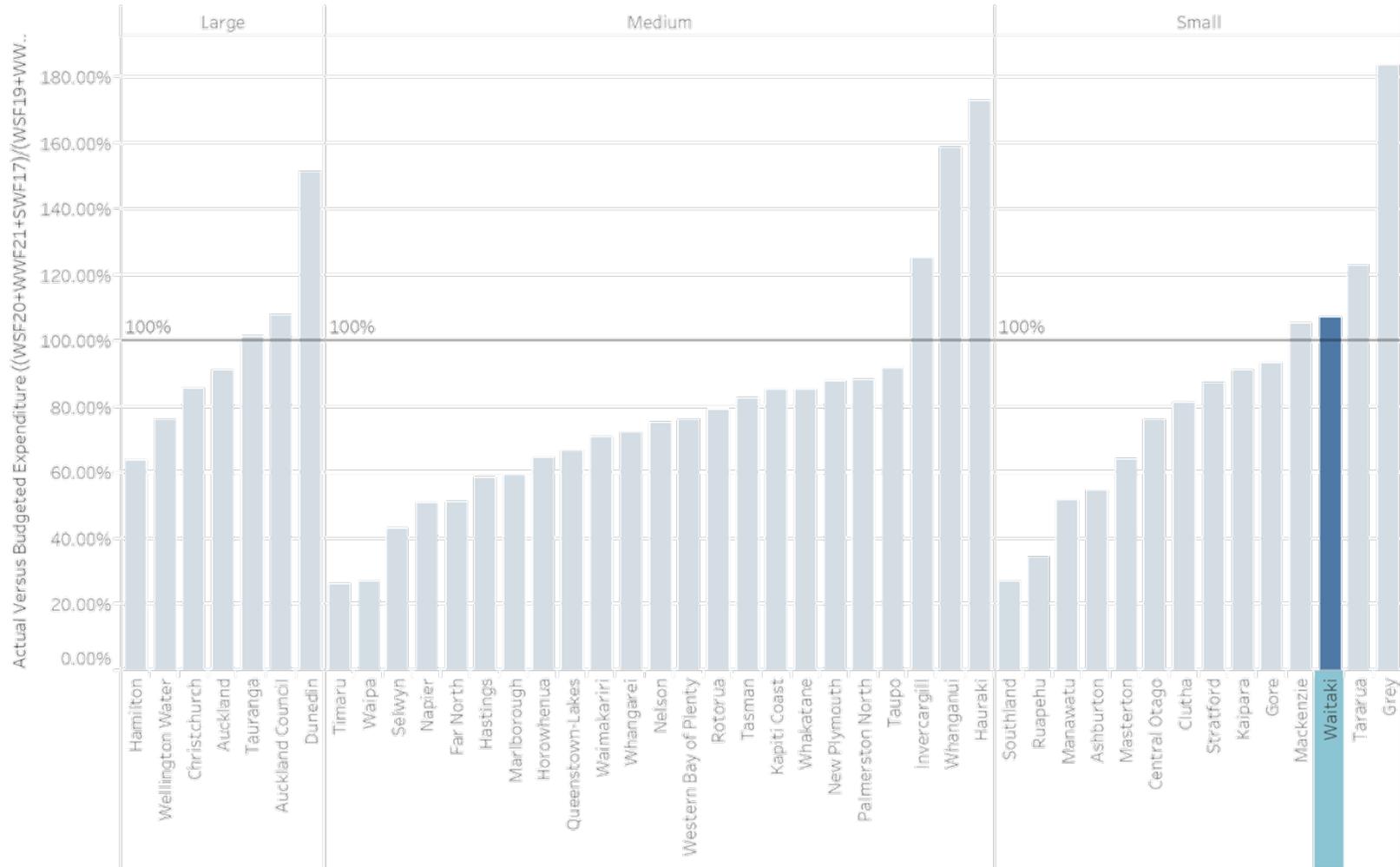
Wastewater capital expenditure per property



Stormwater capital expenditure per property

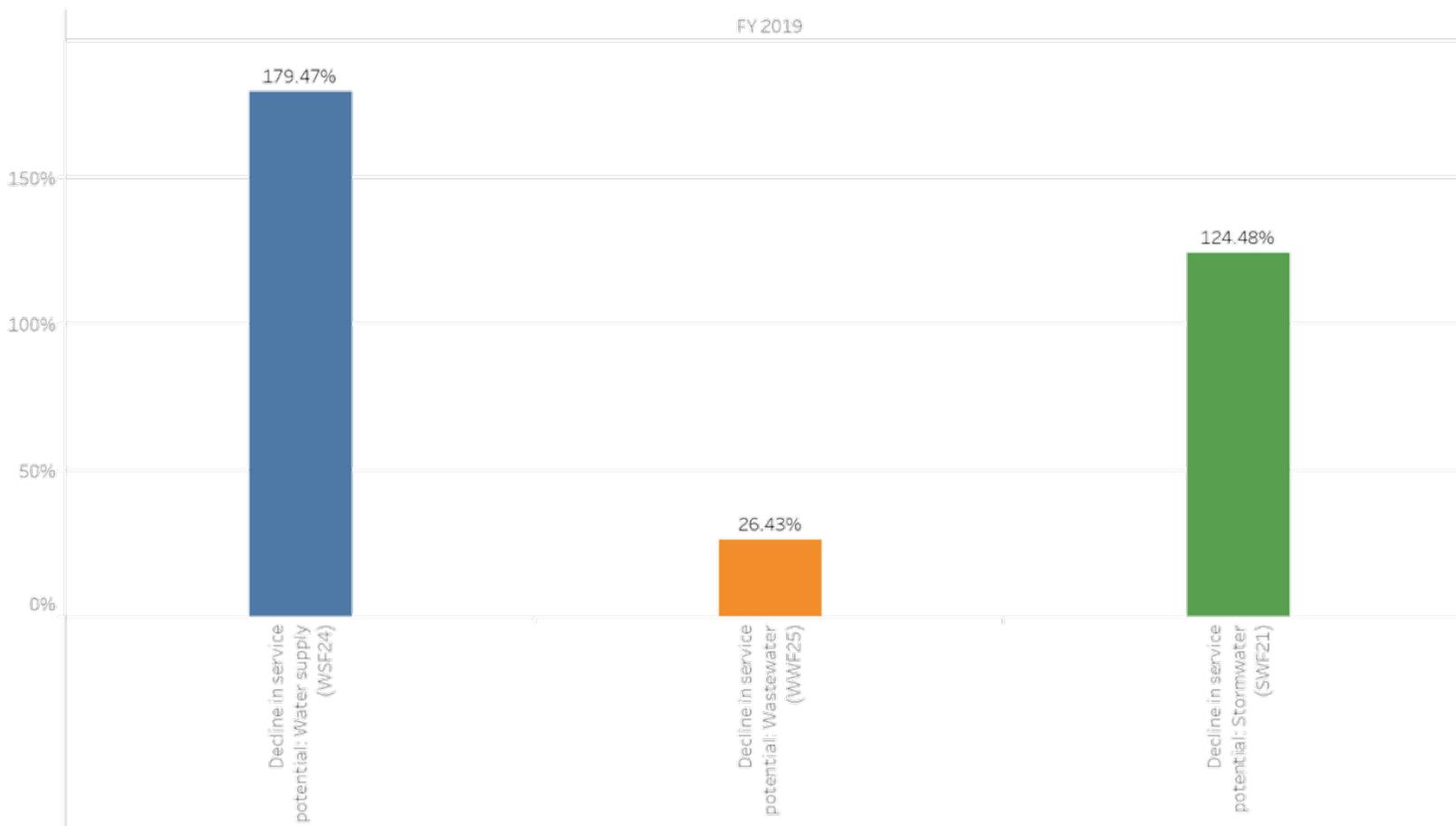


Actual capital expenditure as a proportion of budgeted capital expenditure



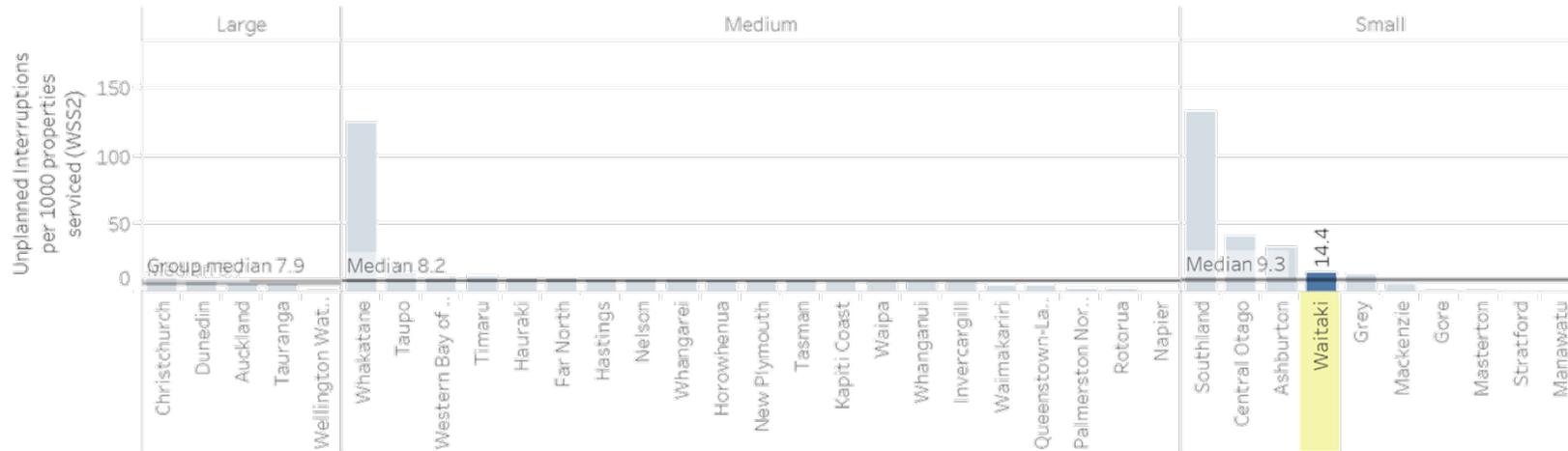
**Waitaki renews capital expenditure as a proportion of depreciation**

Capital expenditure to replace existing assets should equal depreciation over time (i.e. 100%) for service levels to be maintained. Over time where capital expenditure on the replacement of existing assets consistently exceeds depreciation costs (i.e. greater than 100%) service levels would be expected to improve, whereas where it is consistently less than depreciation service levels would be expected to decrease (i.e. less than 100%). Given the variable nature of capital expenditure the annual data shown here may not be indicative of the long term trend.

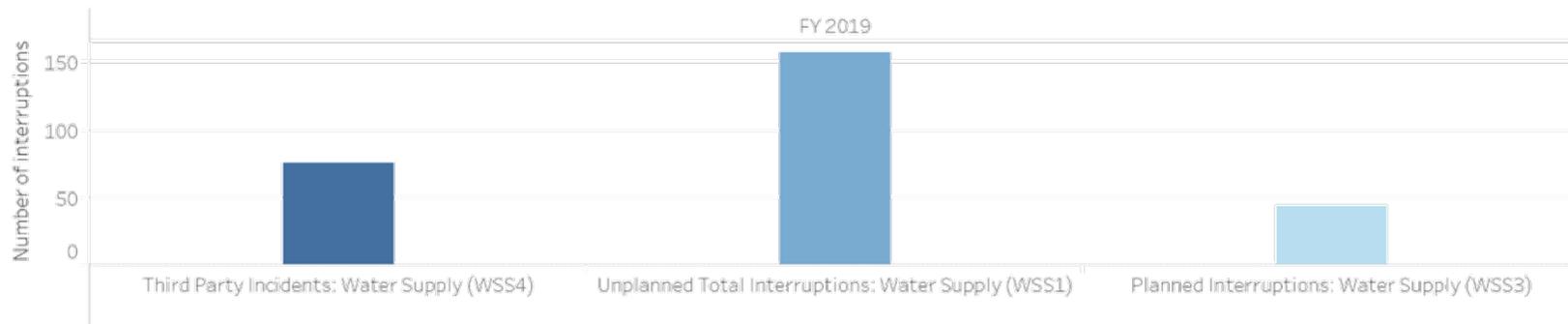


## 6. Reliability

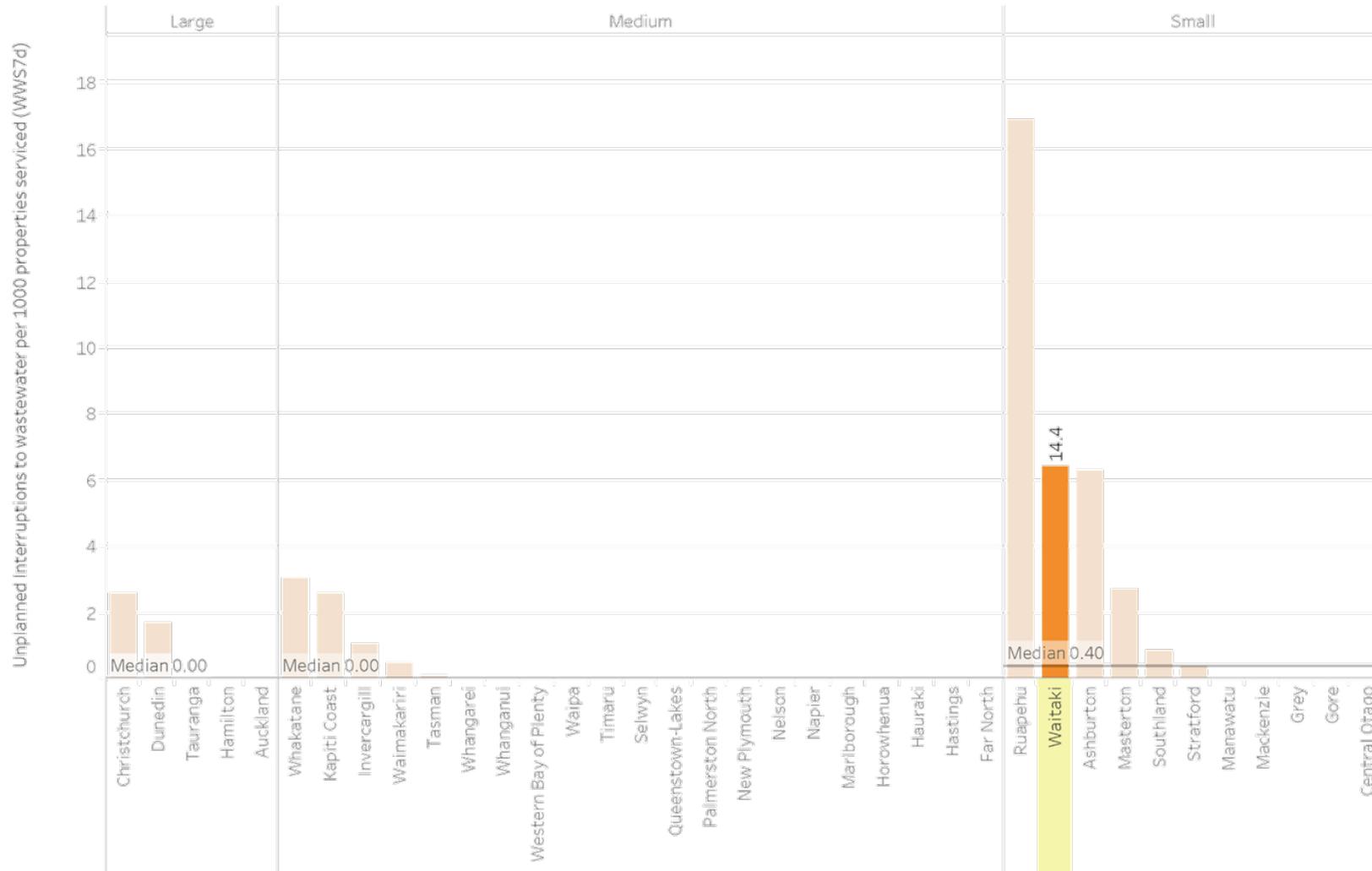
### Unplanned water supply interruptions per 1000 properties serviced



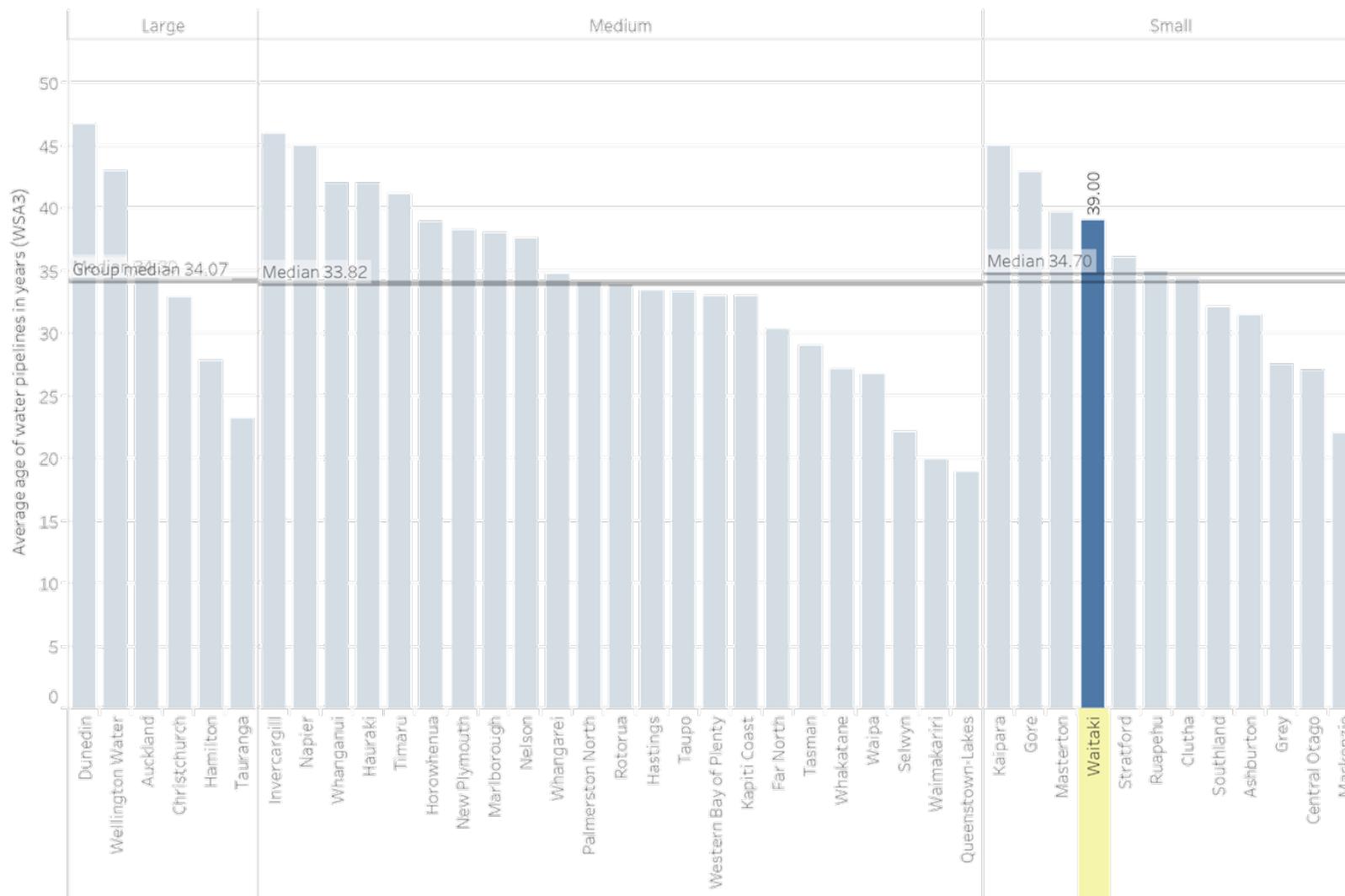
### Interruptions to Waitakis water supply



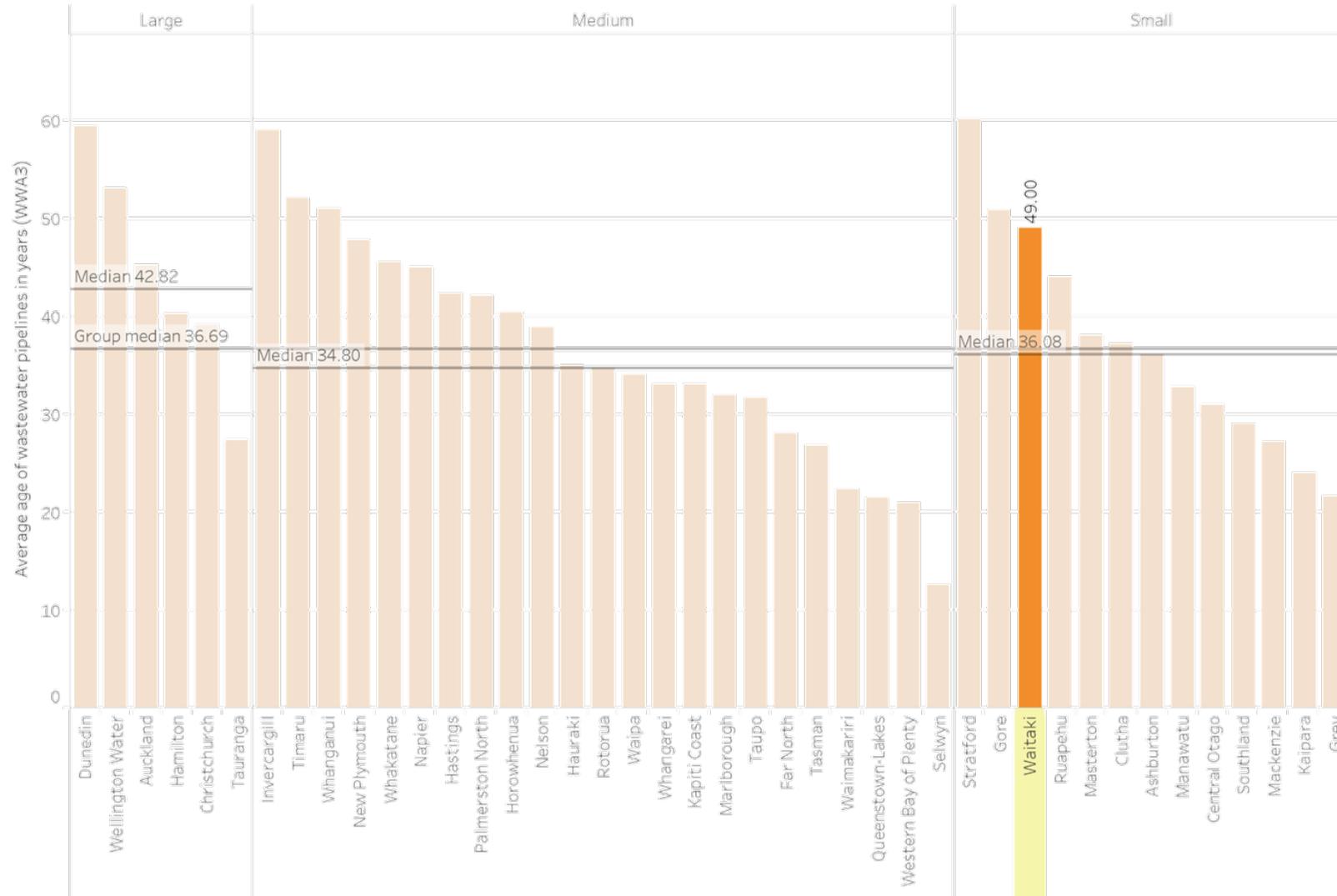
Unplanned wastewater interruptions per 1000 properties serviced



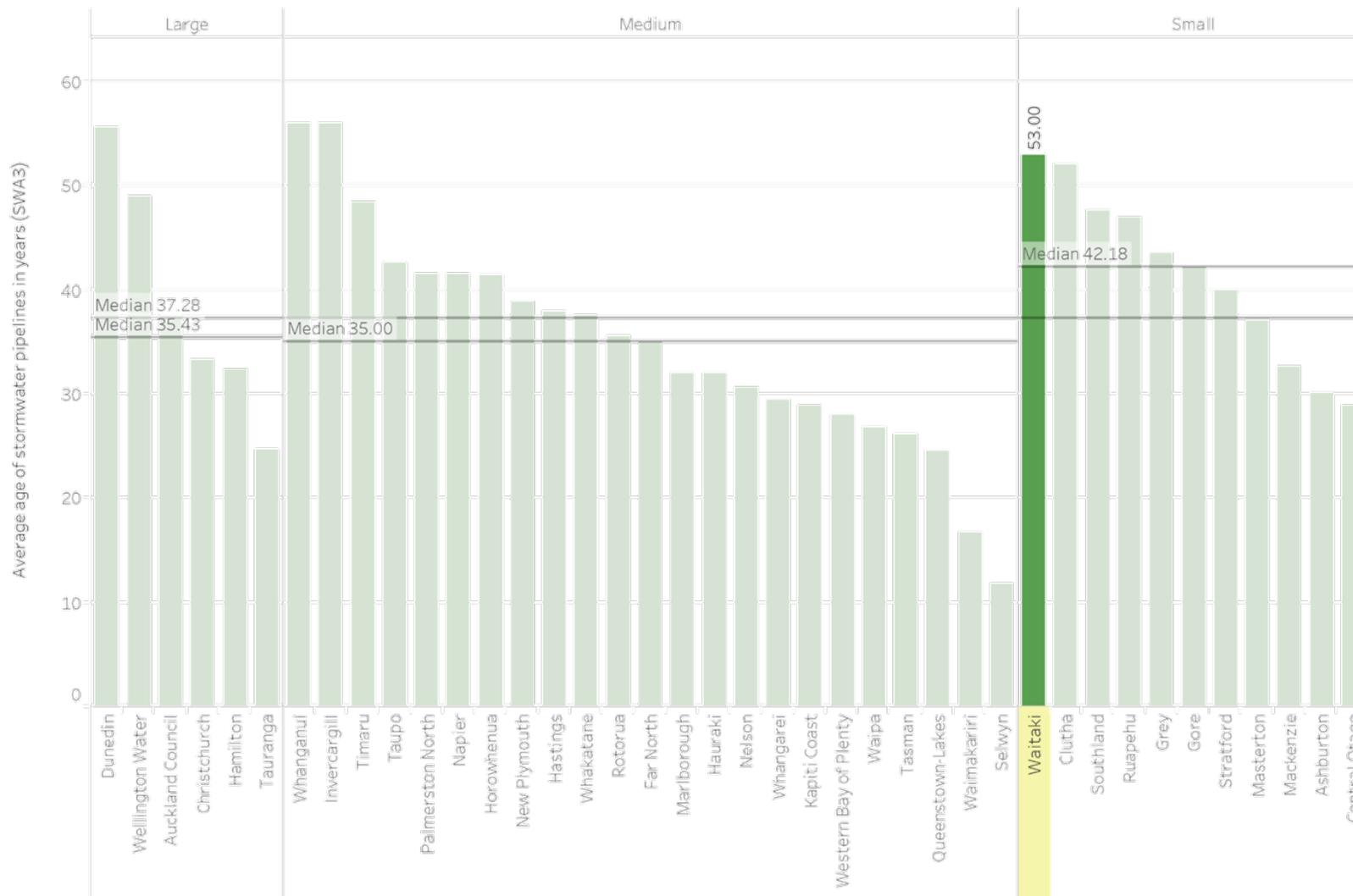
Average age of water pipelines (years)



Average age of wastewater pipelines (years)

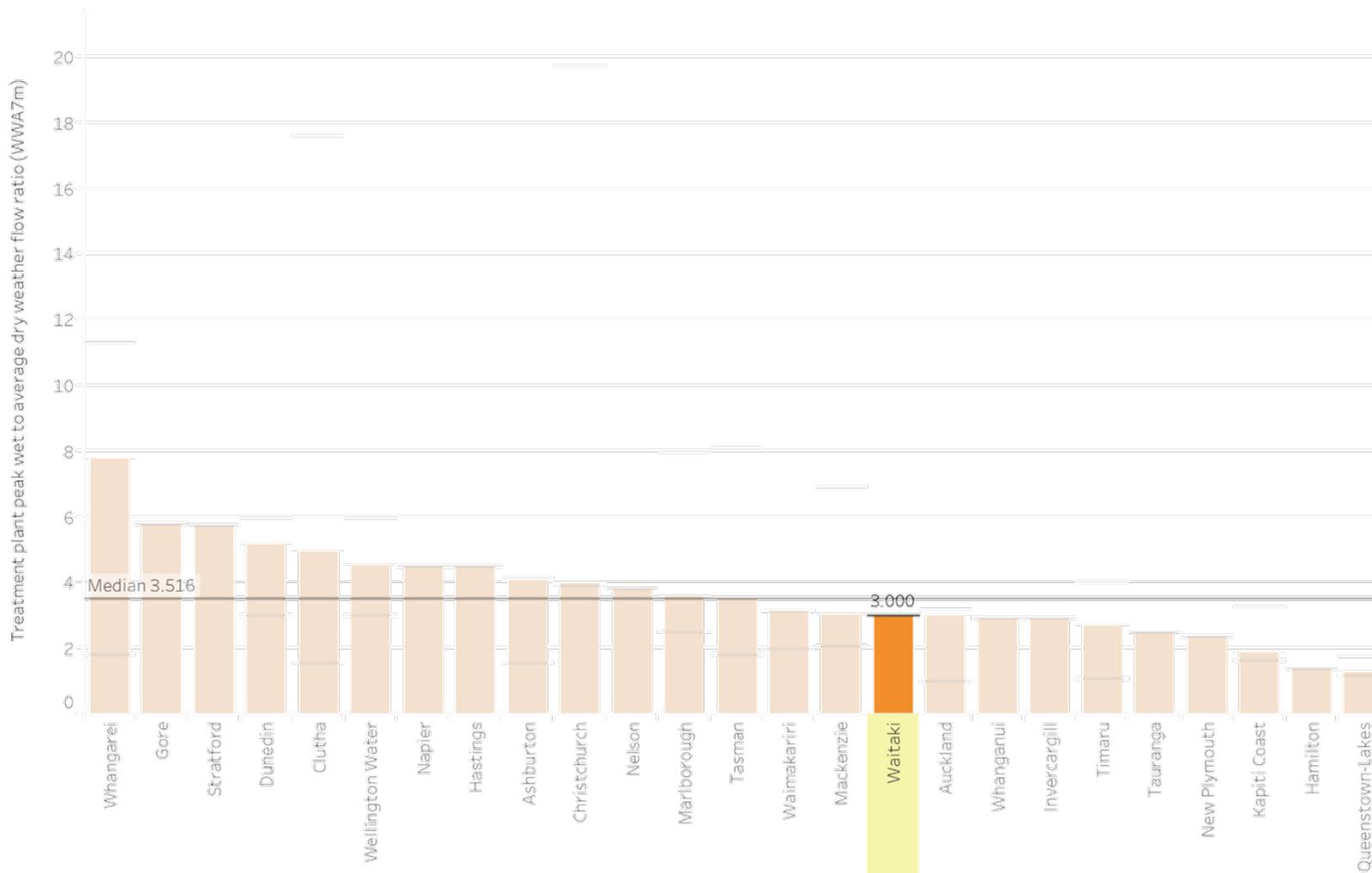


Average age of stormwater pipelines (years)



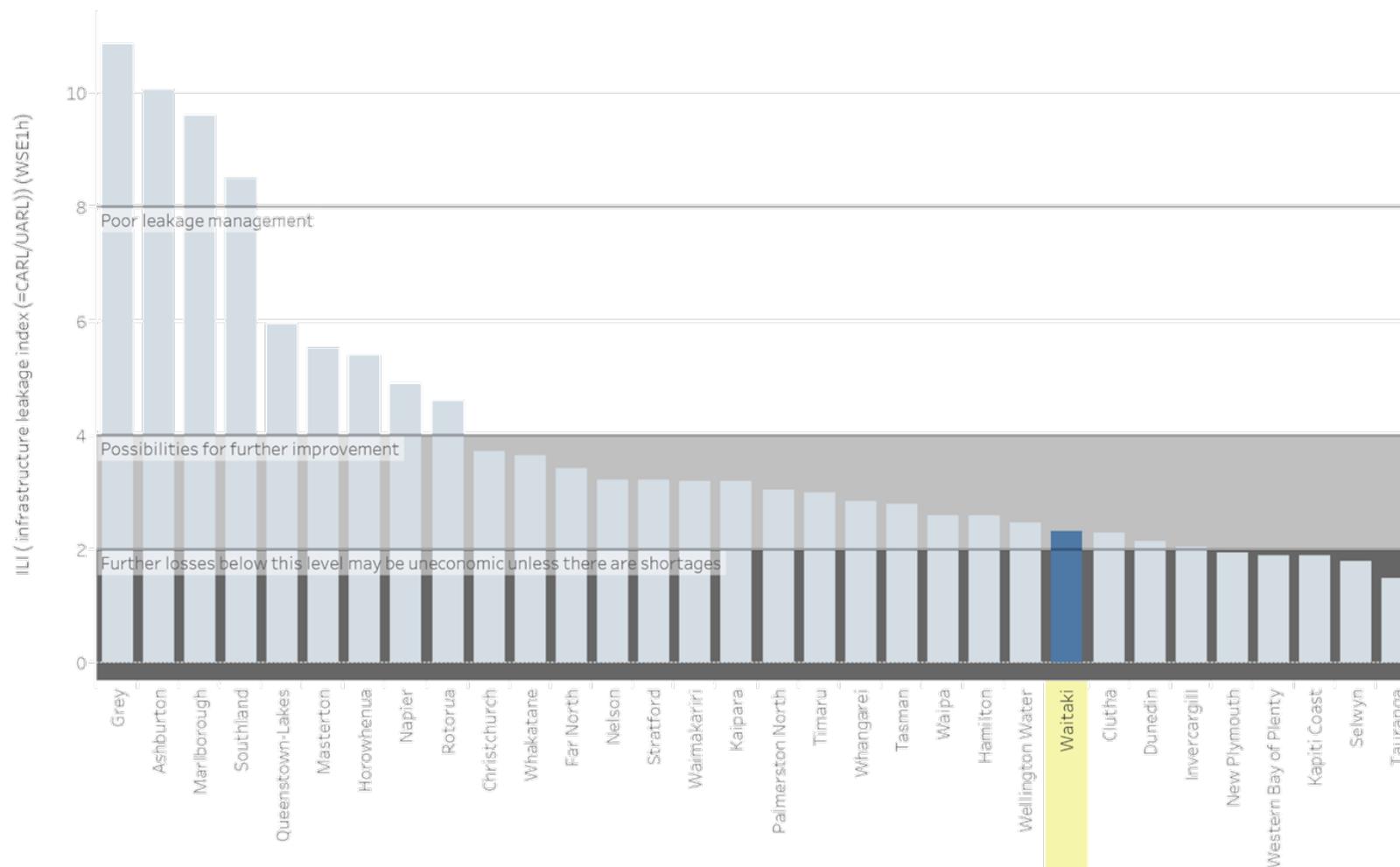
Peak wet to average dry weather flow ratio at wastewater treatment plants

The bars show the flow weighted average for participants with multiple treatment plants. The grey dashes show maximum and minimum values.



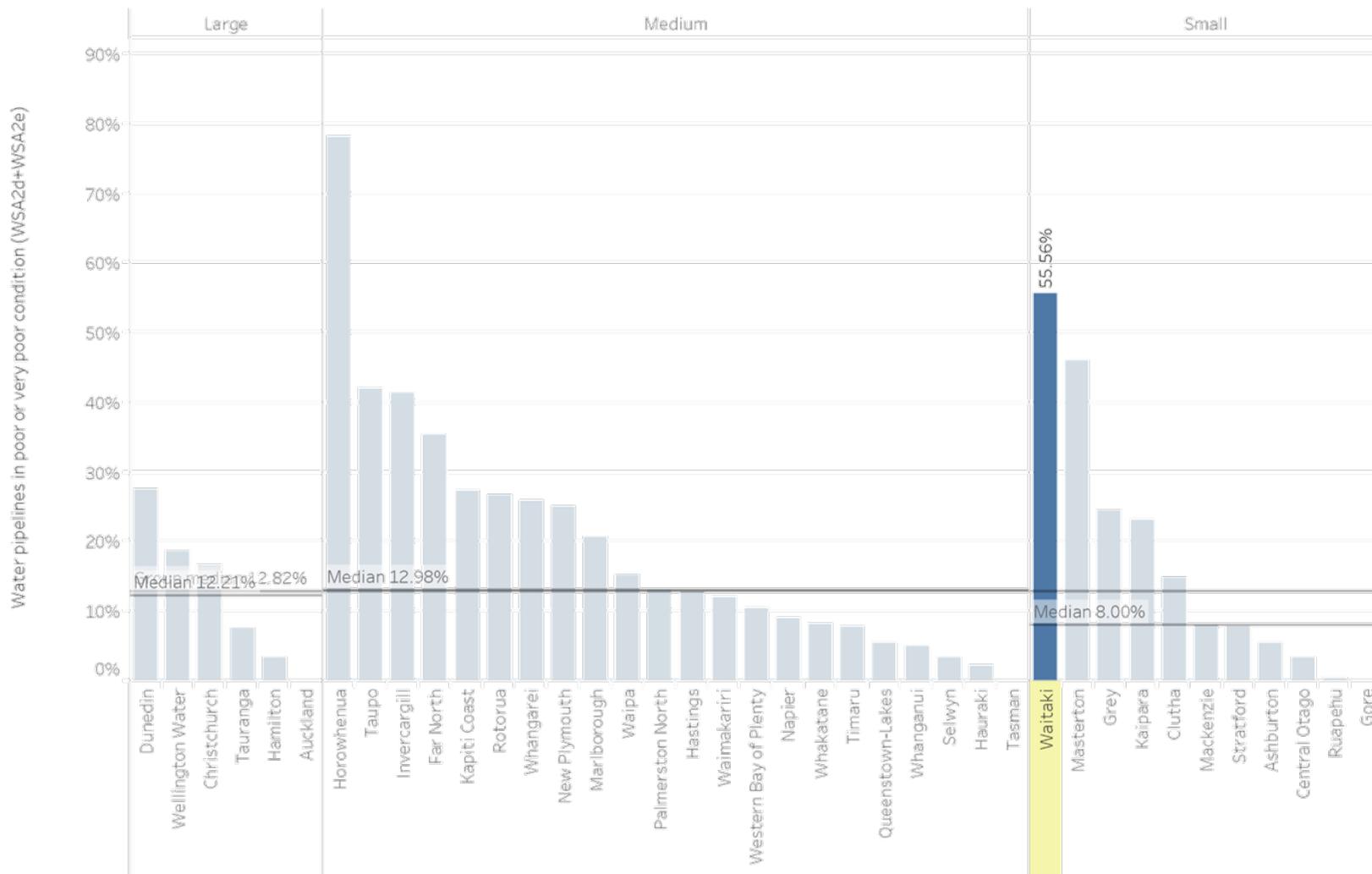
**Infrastructure leakage index**

The Infrastructure leakage index shows the ratio of *Current Annual Real Losses* to *Unavailable Annual Real Losses*. Corresponding performance bands, contained in *Water New Zealand, Water Loss Guidelines, 2010* are shown on the figure.

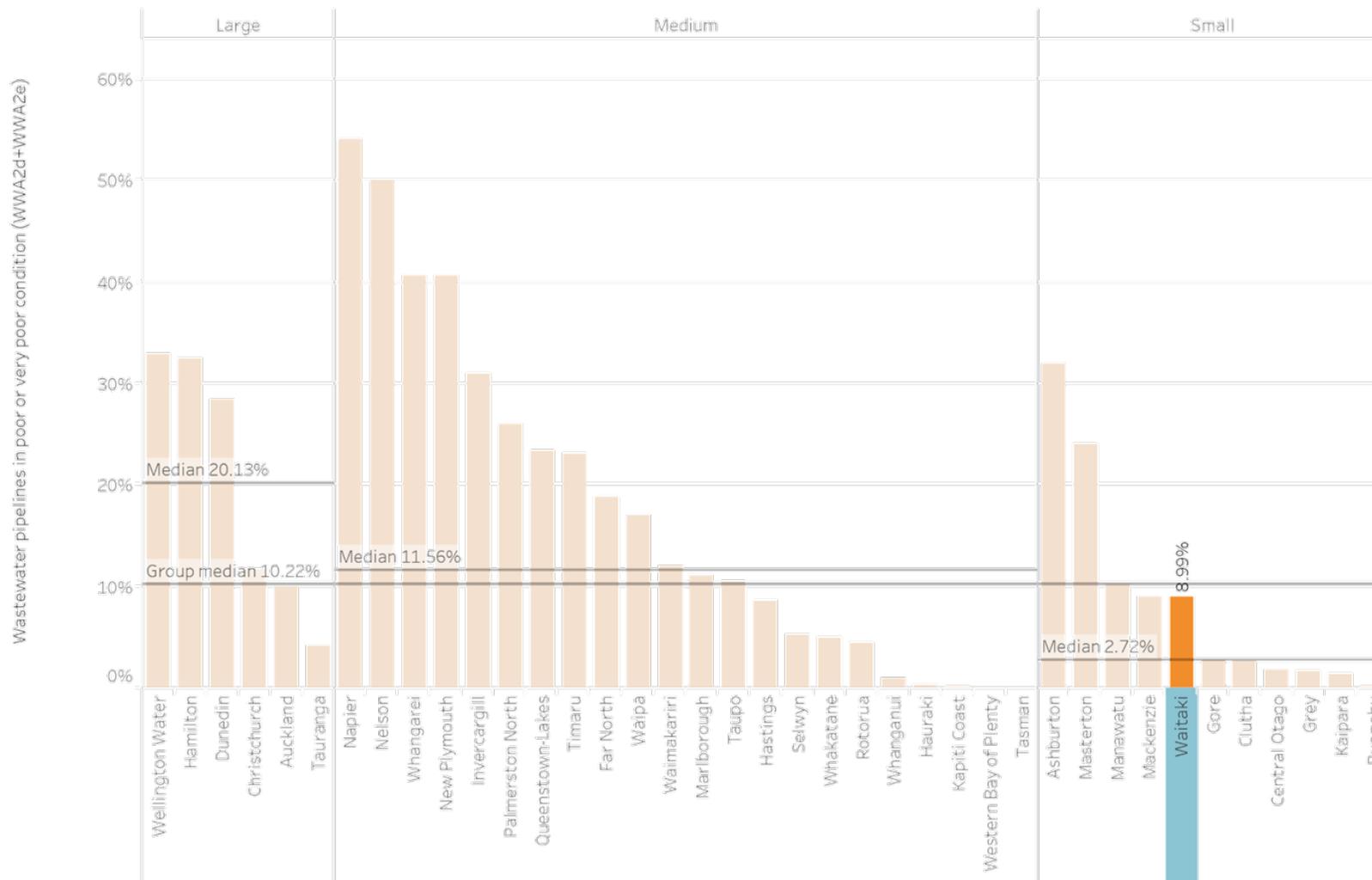


**Percentage of water pipelines assessed as poor or very poor condition**

Determined by the proportion of water supply pipelines assigned a condition grade of 4 and 5.

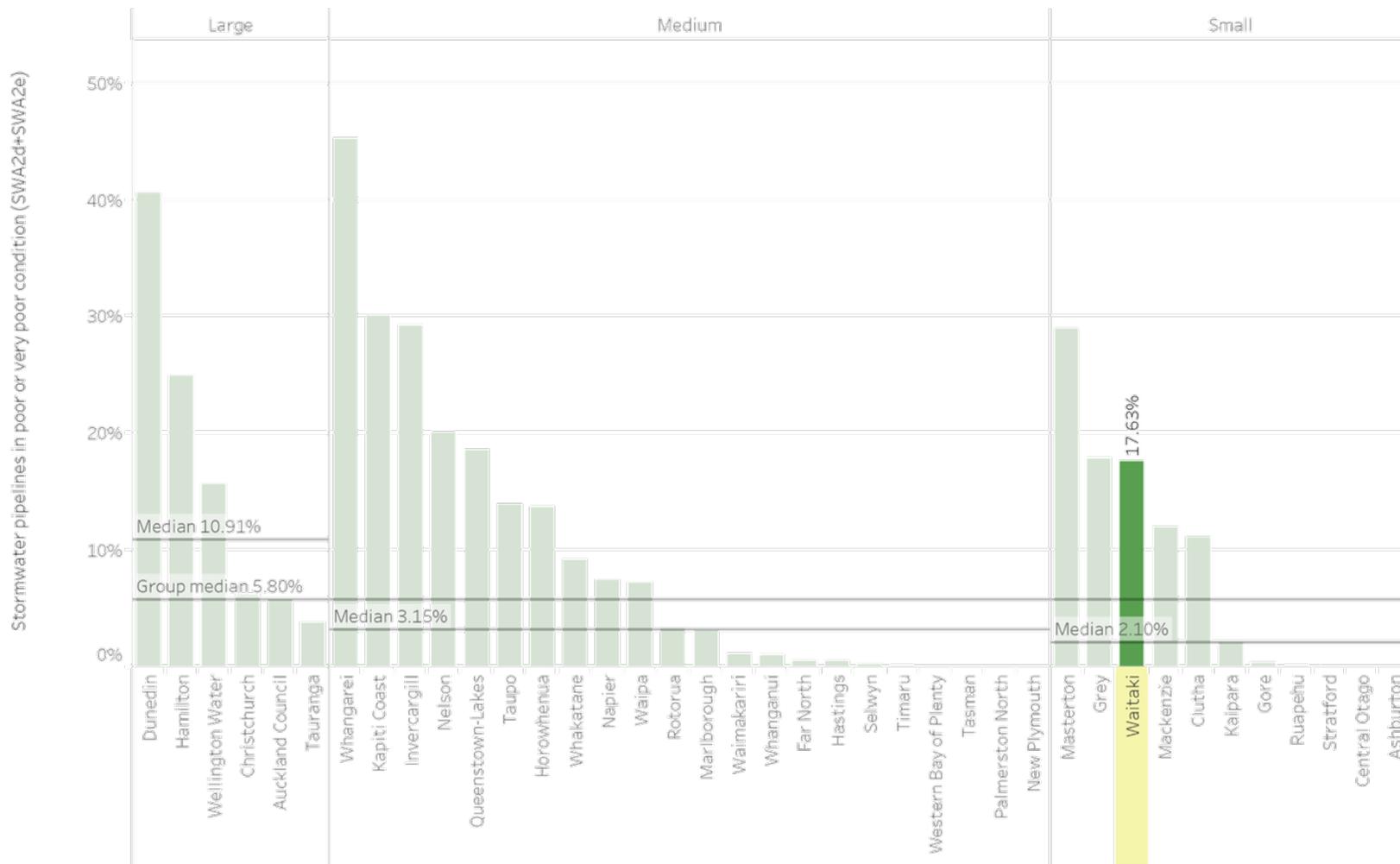


**Percentage of wastewater pipelines assessed as poor or very poor condition**  
Determined by the proportion of wastewater pipelines assigned a condition grade of 4 and 5.



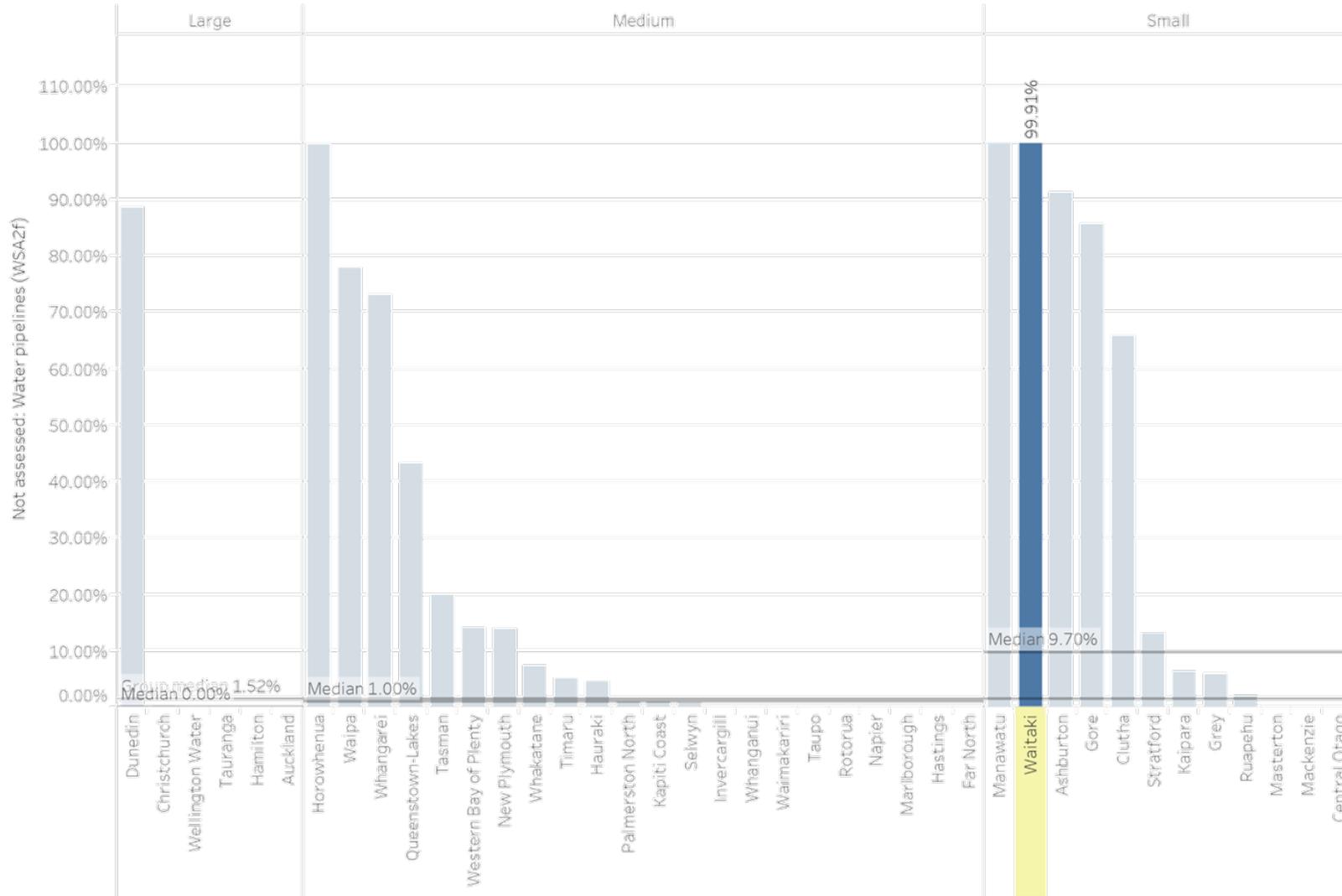
52 of 67

**Percentage of stormwater pipelines assessed as poor or very poor condition**  
Determined by the proportion of stormwater pipelines assigned a condition grade of 4 and 5.



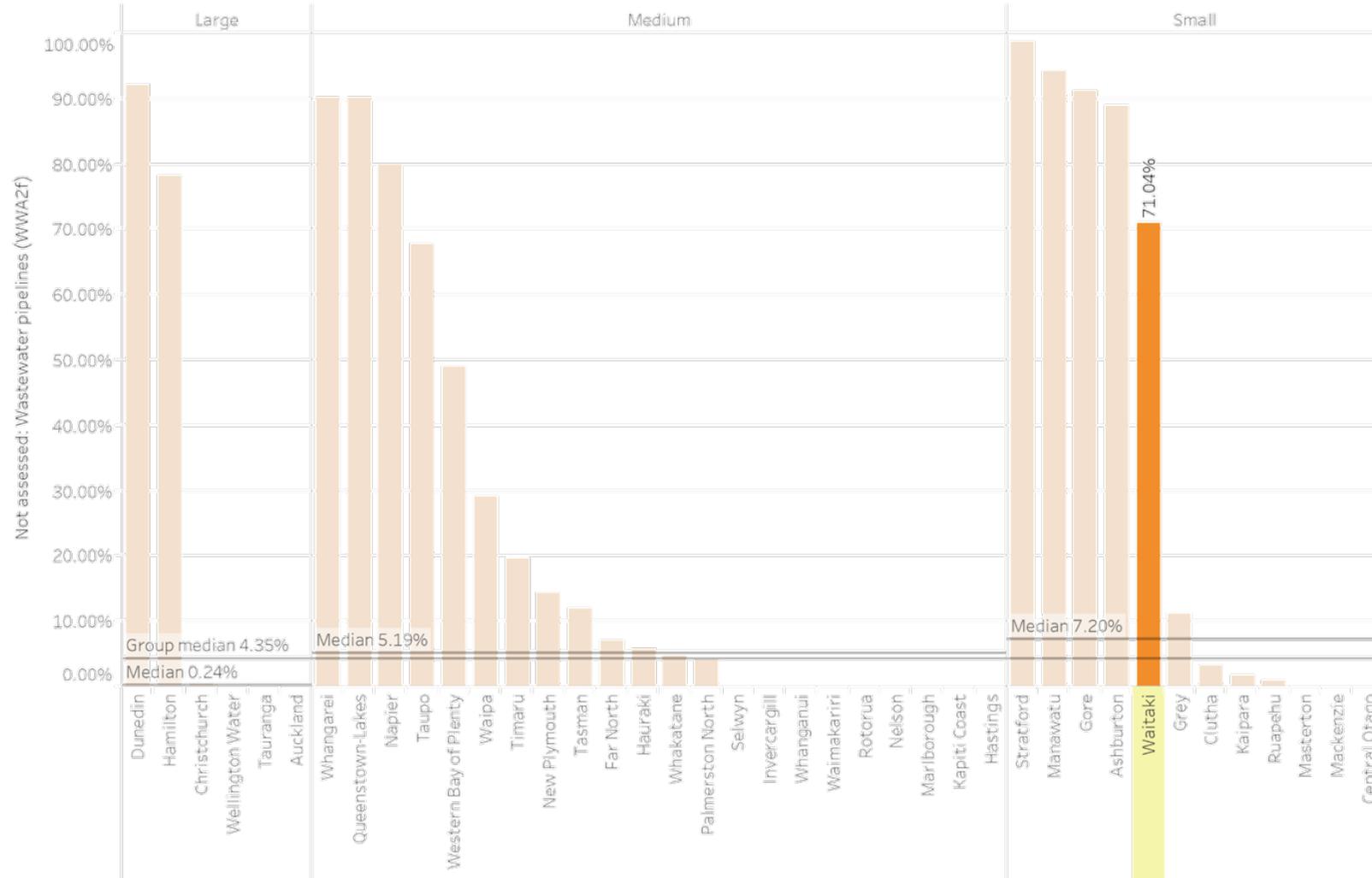
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Proportion of water supply network not yet assigned a condition grading

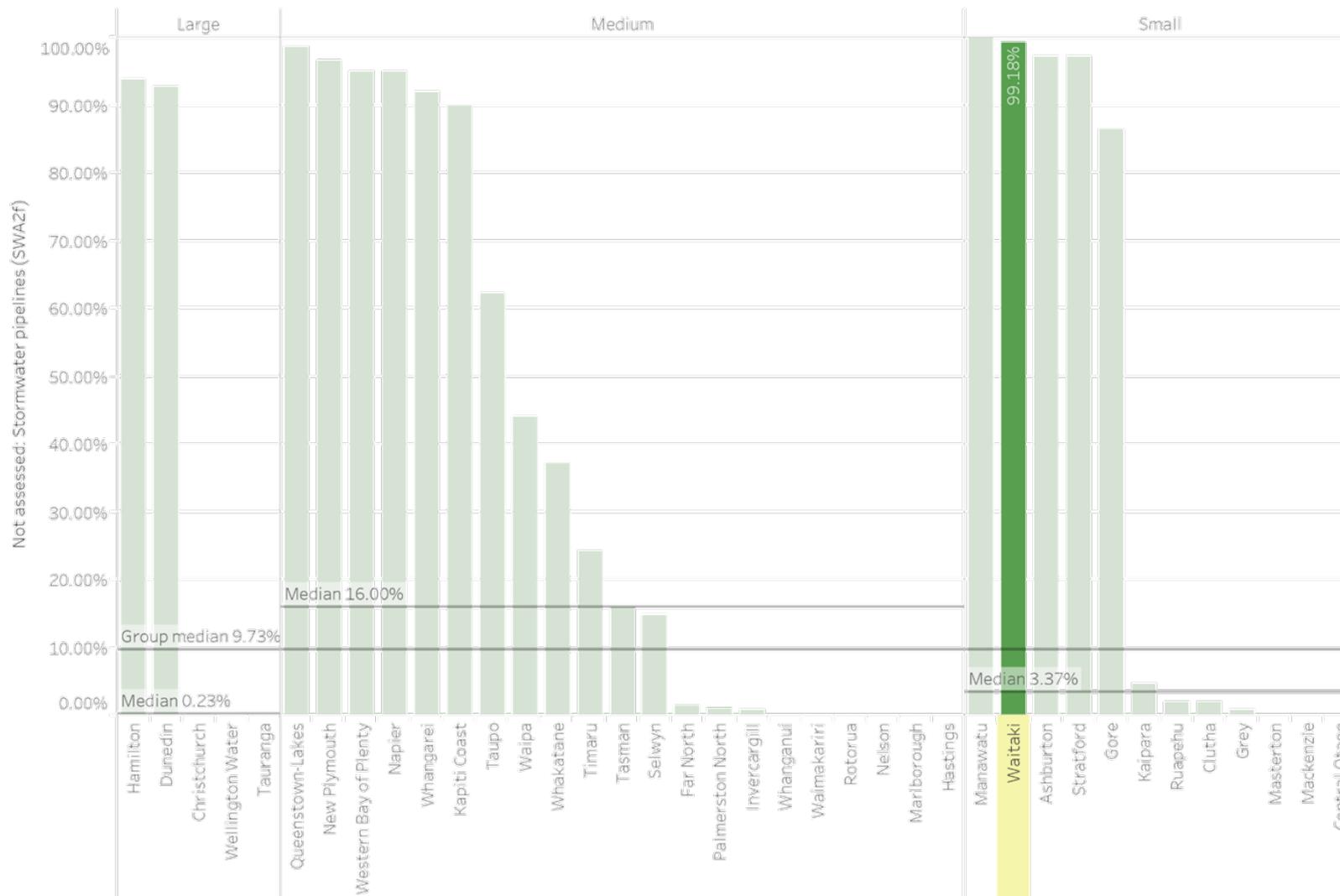


54 of 67

Proportion of wastewater network not yet assigned a condition grading



Proportion of stormwater network not yet assigned a condition grading

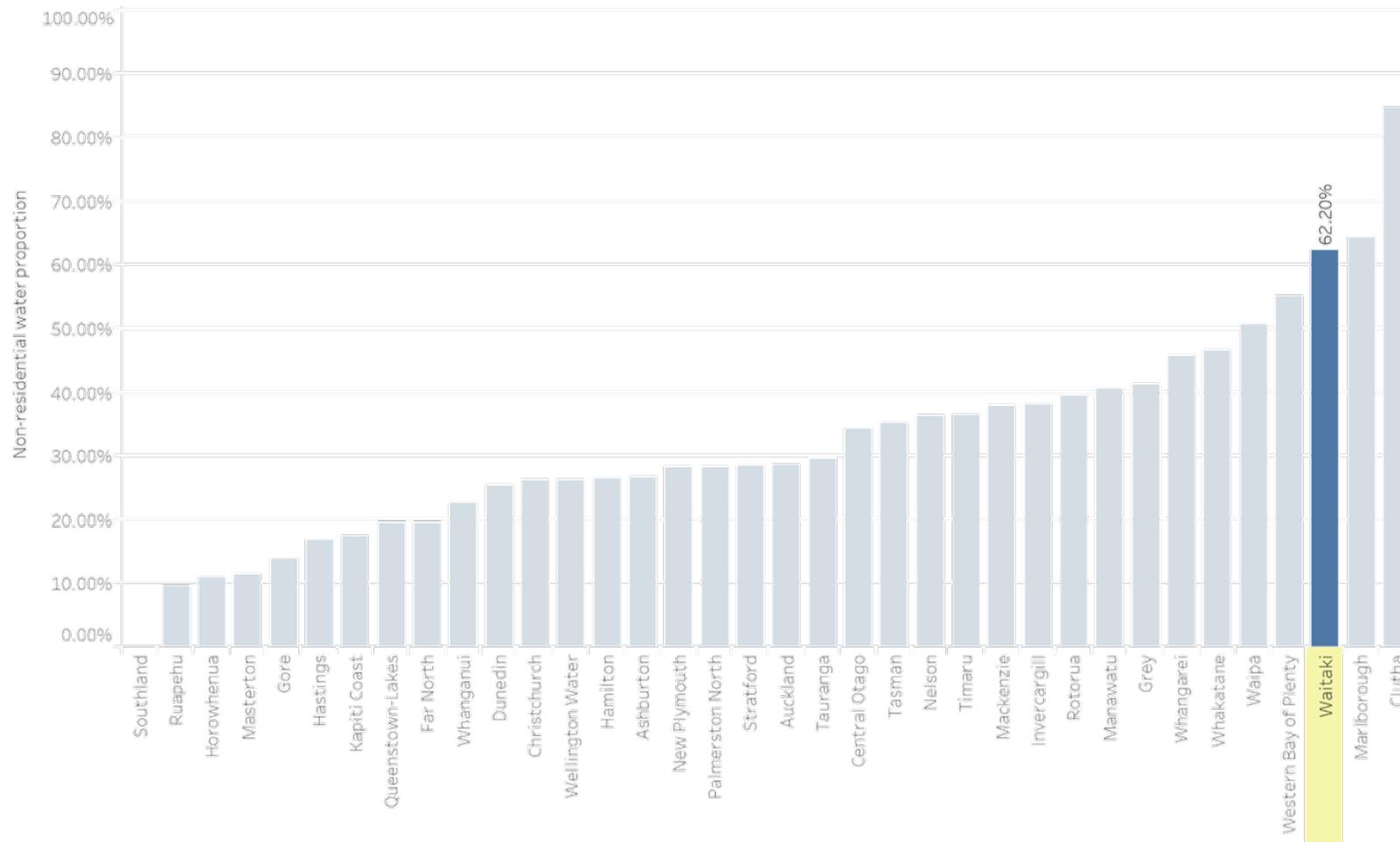


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## 7. Resource Efficiency

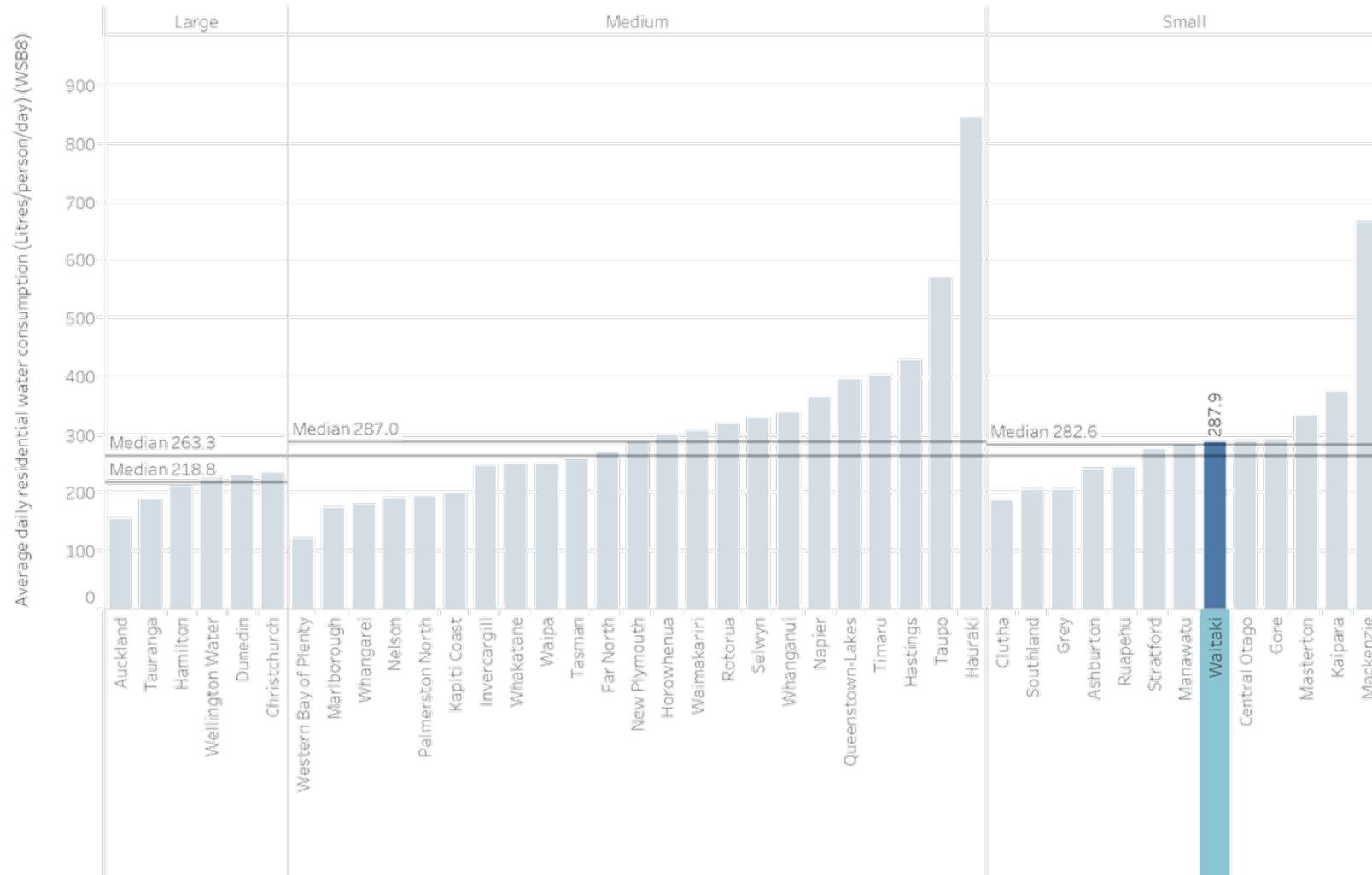
### Non-residential water as a proportion of total water supplies

Total water supplied excludes water loss

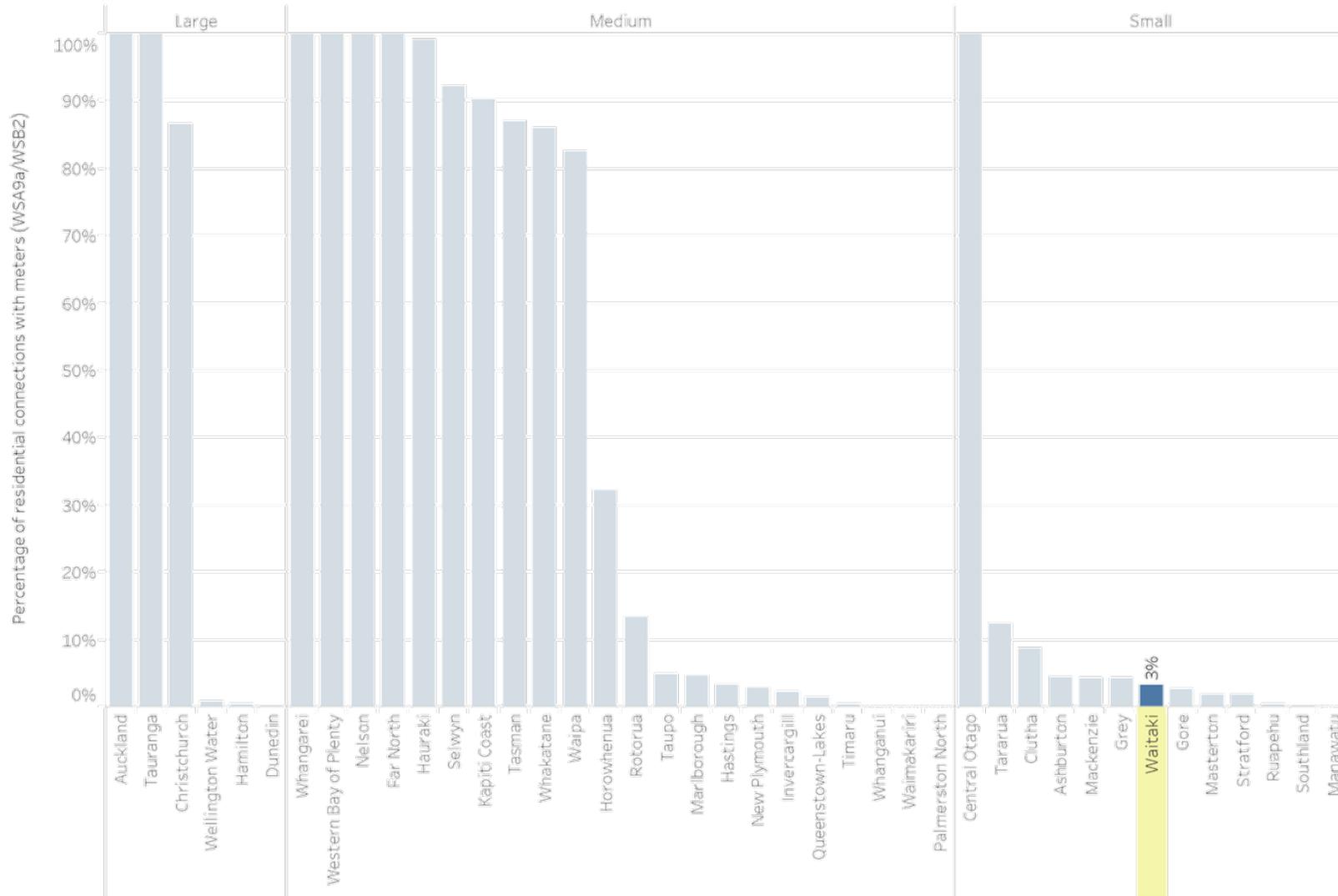


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Average daily residential water use (Litres/person/day)

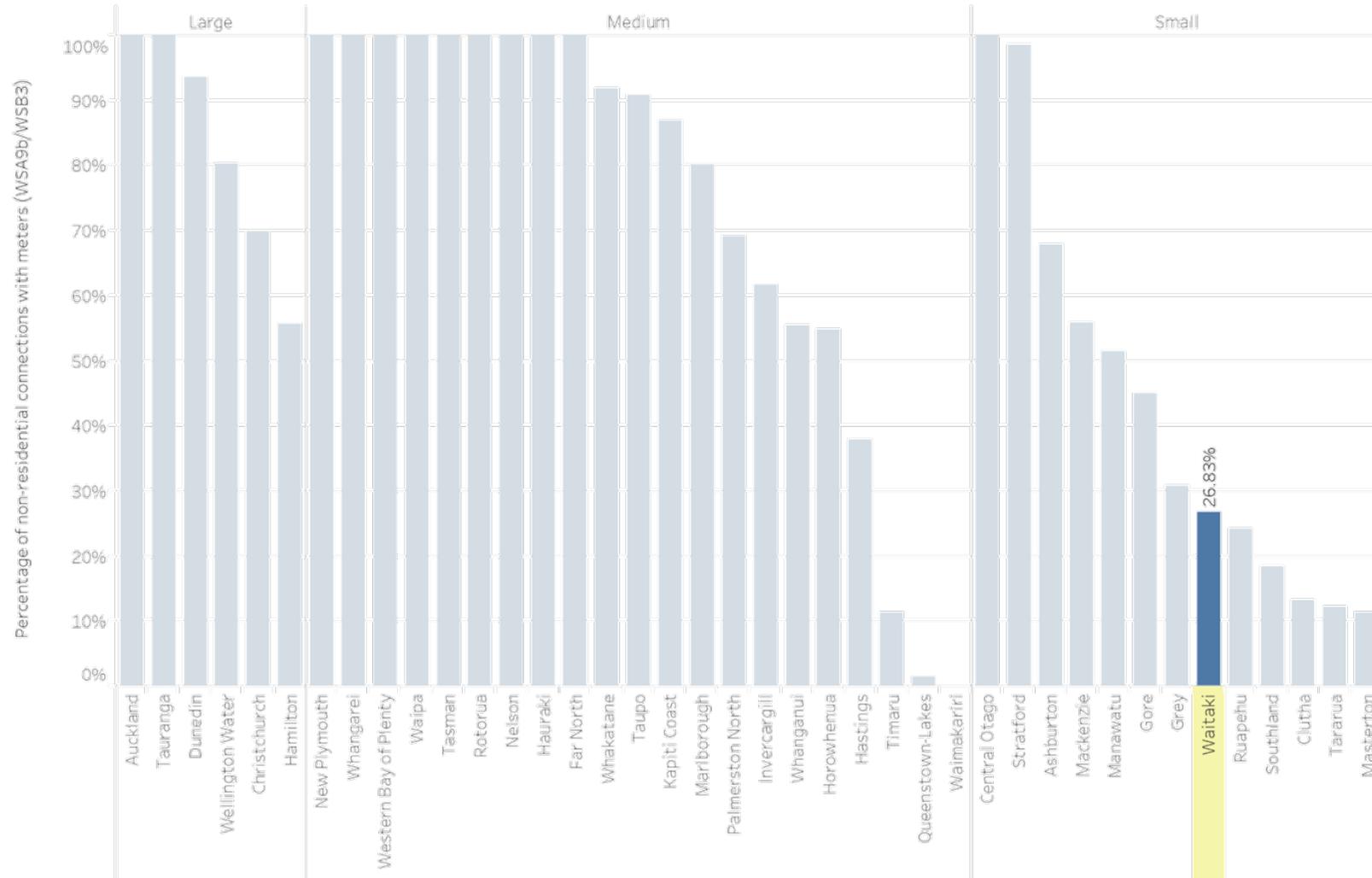


Percentage of residential properties with water meters

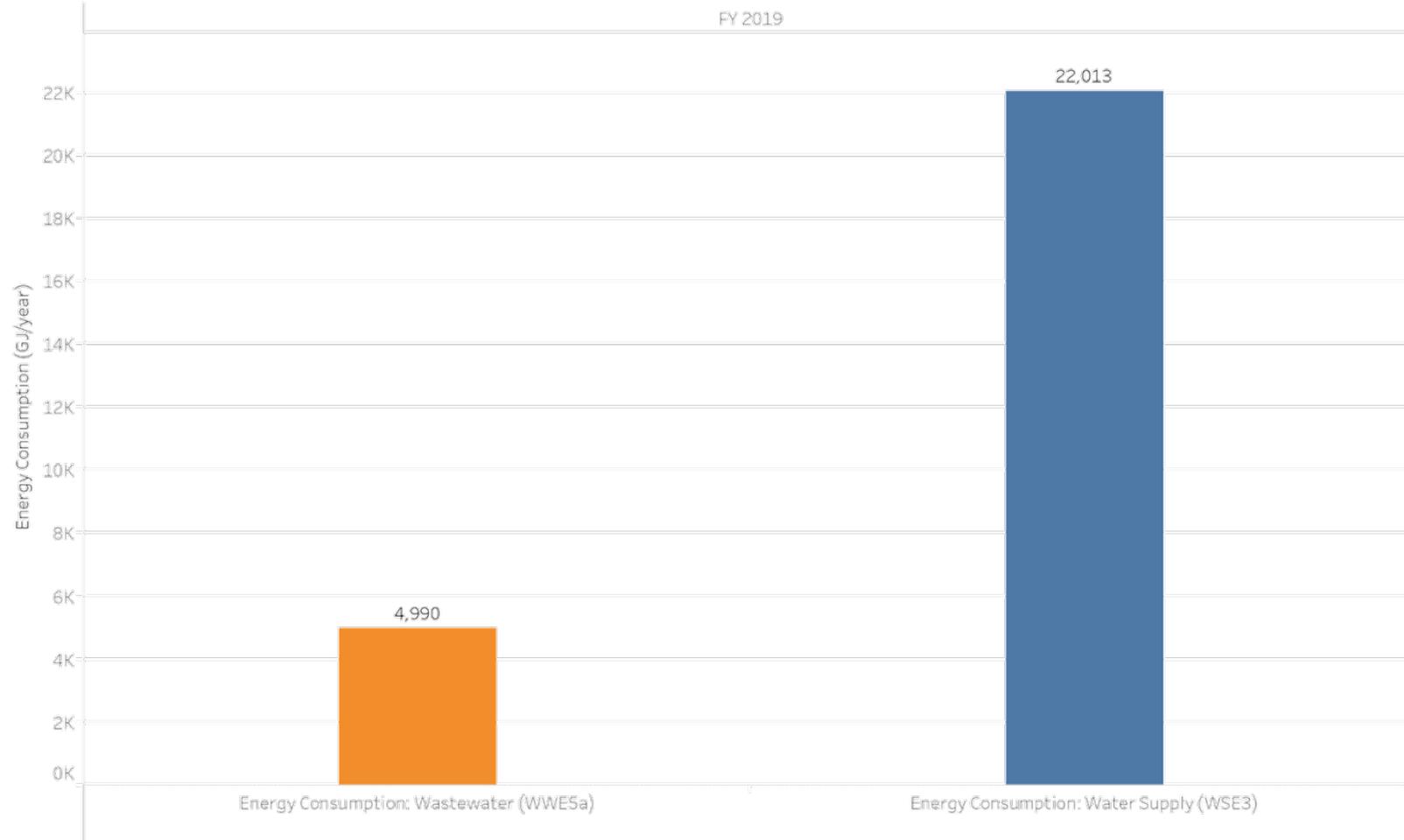


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Percentage of non-residential properties with water meters

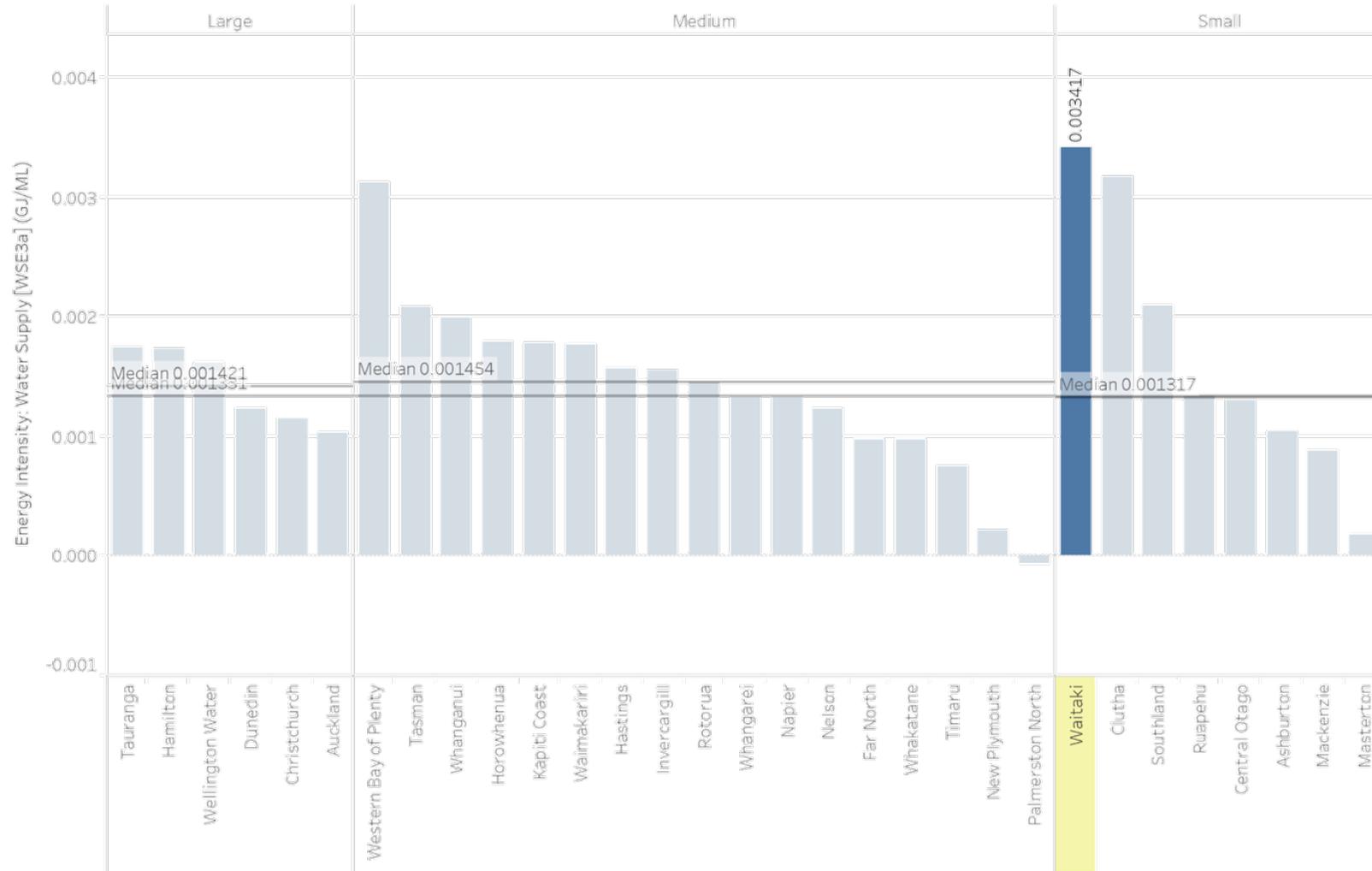


Energy consumption

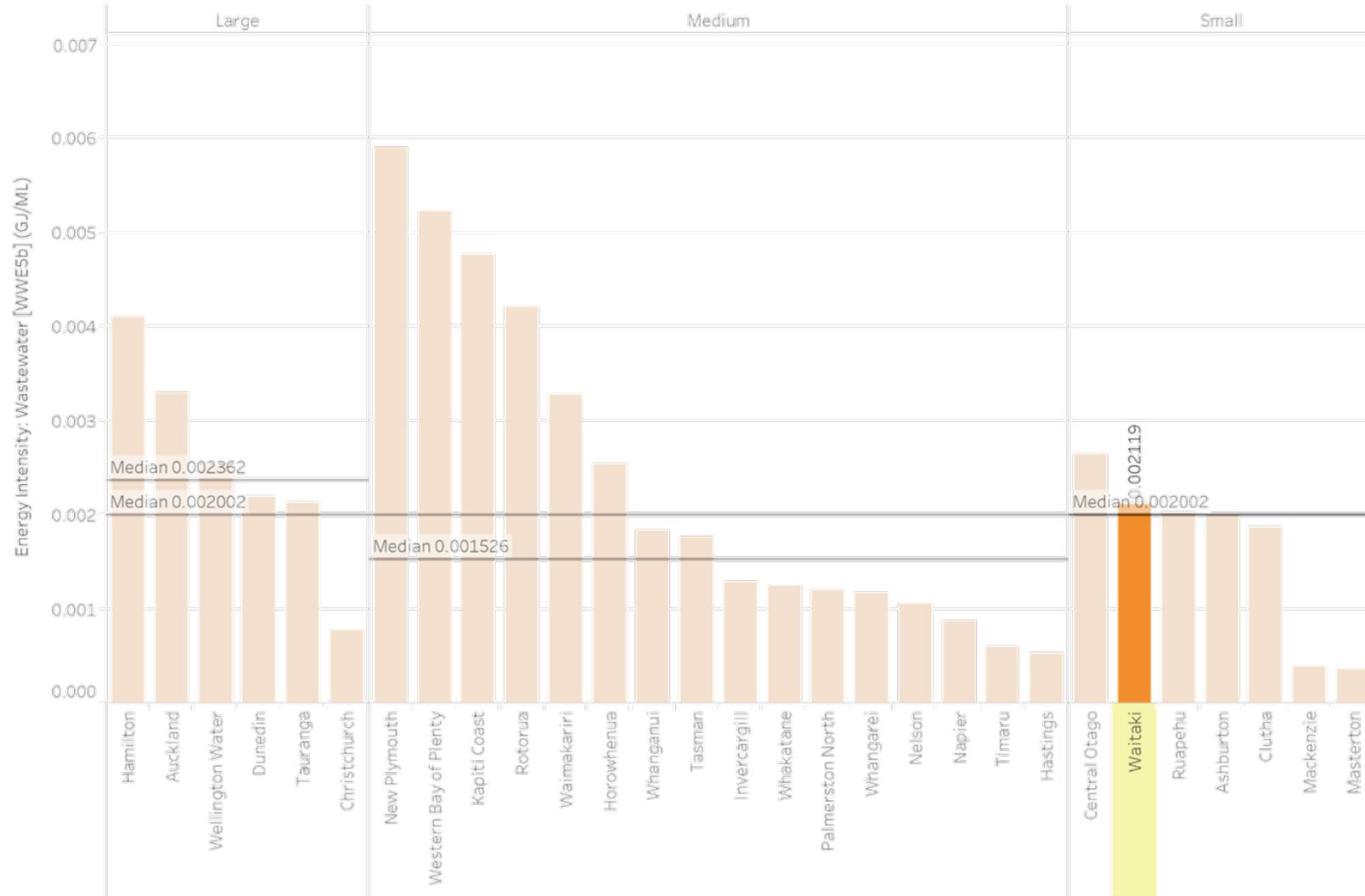


**Energy intensity of water supply (GJ/ML)**

The negative number in Palmerston North represents net energy returned to the grid from mini-hydro generation.



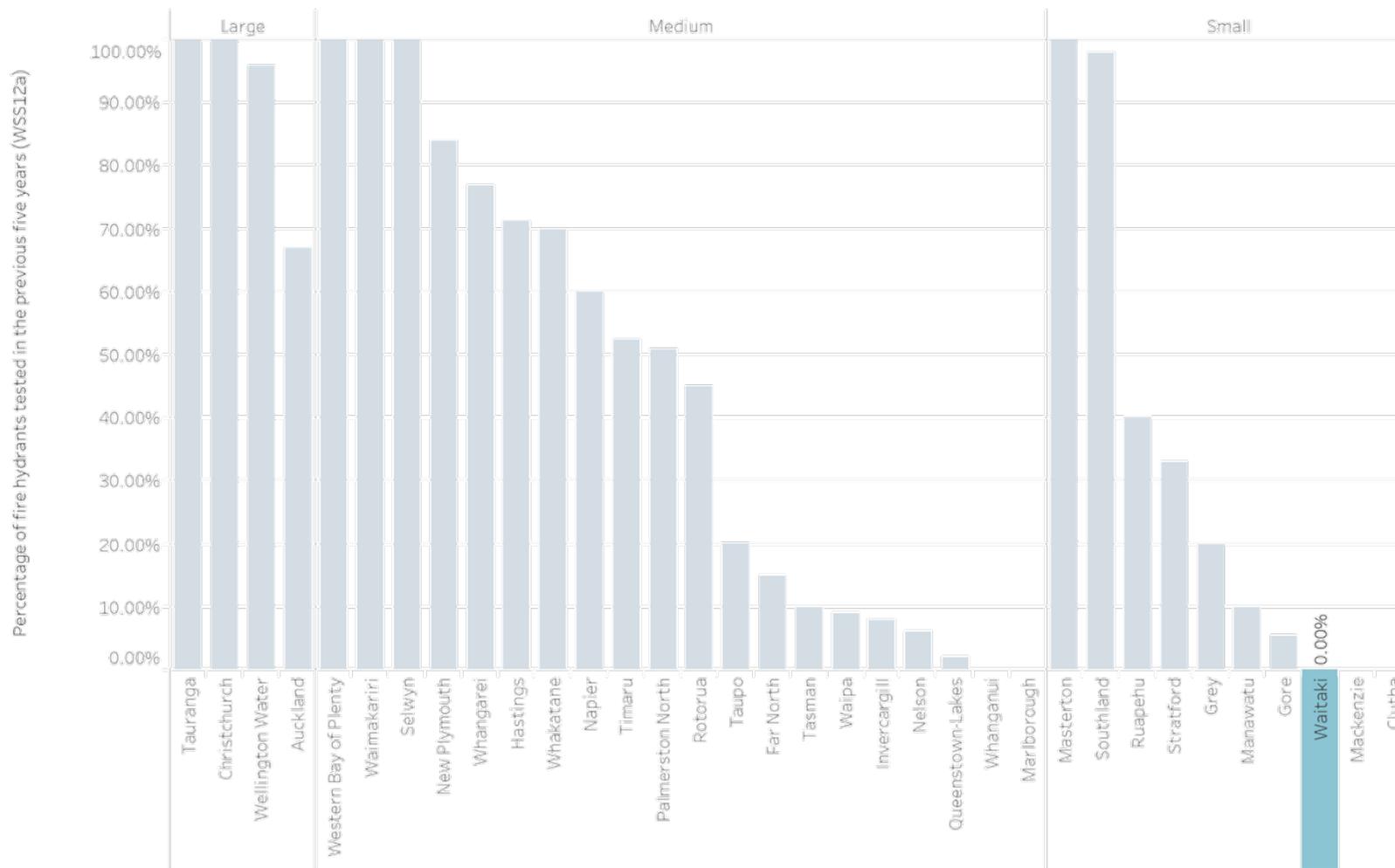
Energy intensity of wastewater (GJ/ML)



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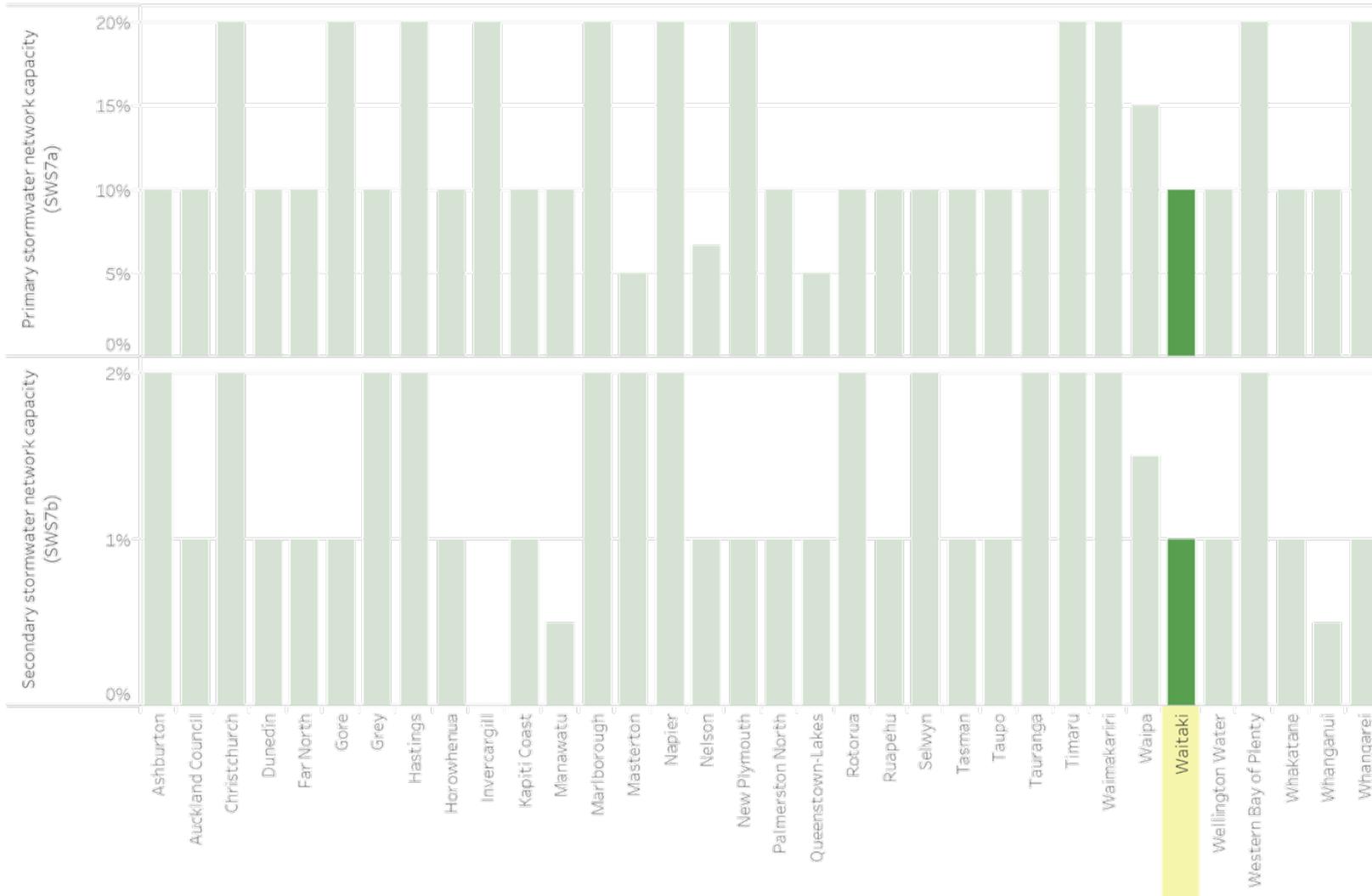
### 8. Resilience

Proportion of fire hydrants tested over five years against the *New Zealand Fire Service Firefighting Water Supplies Code of Practice*

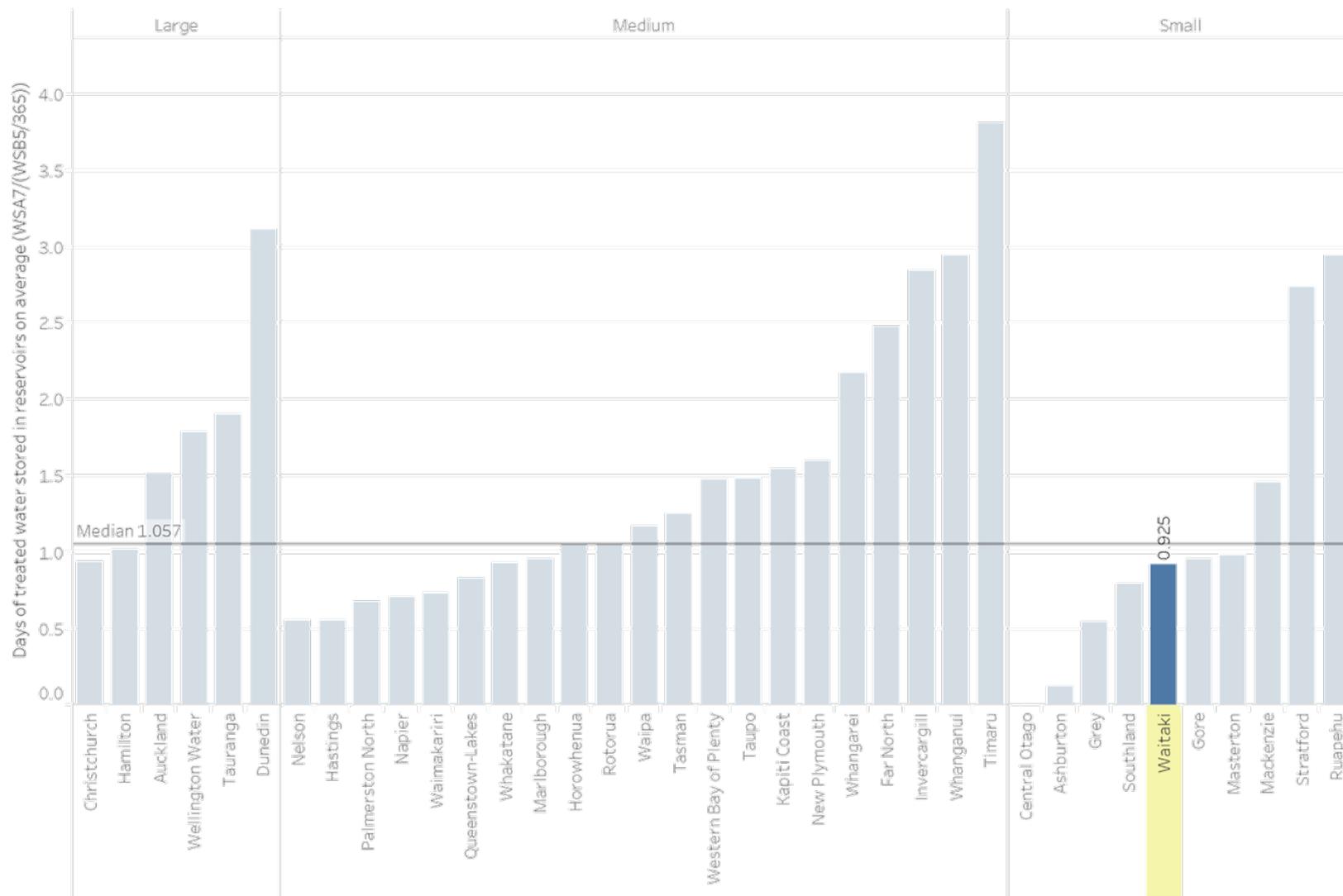


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The annual exceedance probability targeted during the design of the primary and secondary stormwater network

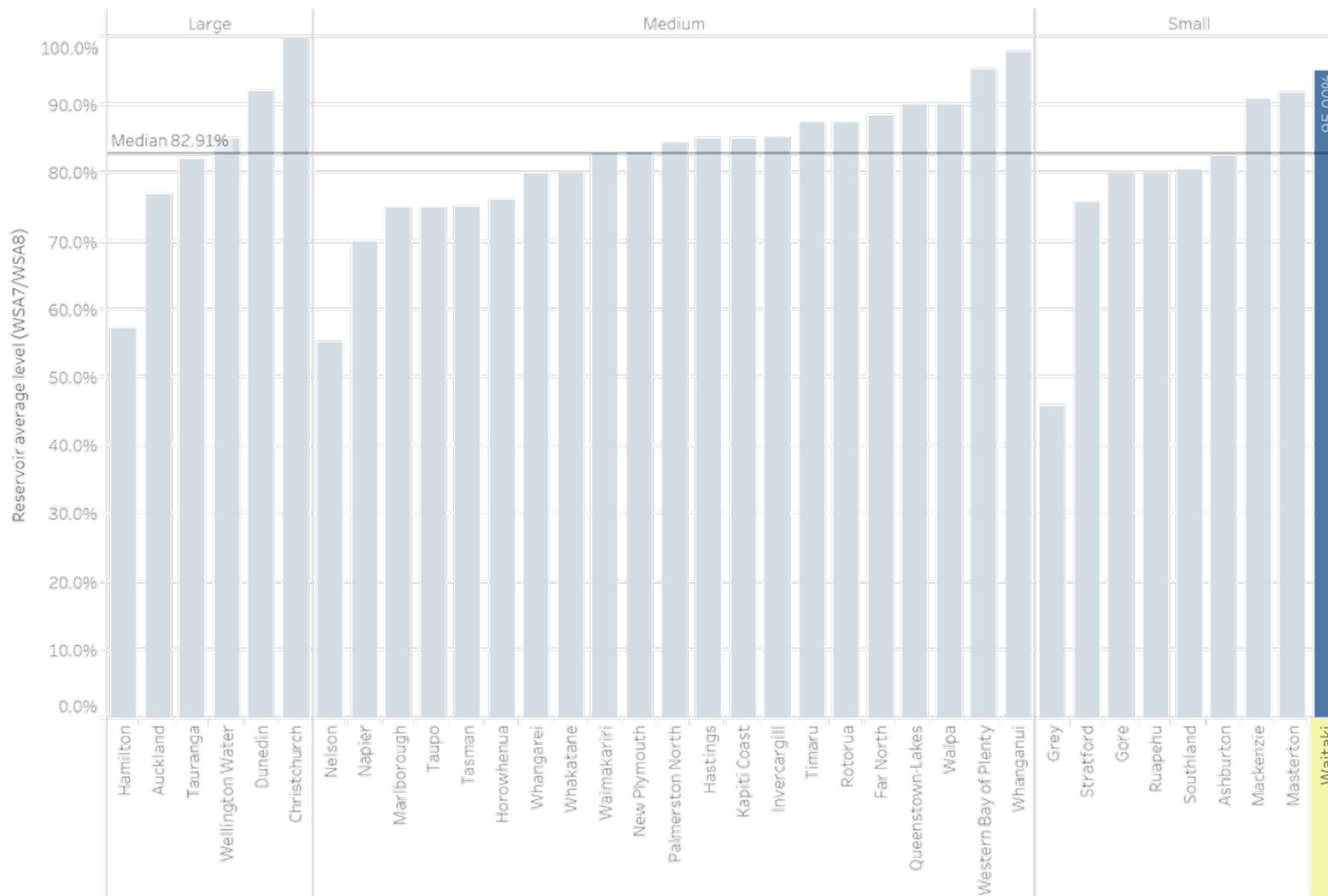


Average number of days storage in water reservoirs



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Average level of water in reservoirs



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**5.2 ASSETS GROUP ACTIVITY REPORT**

**Authors: Assets Group Unit Managers**

**Authoriser: Neil Jorgensen, Assets Group Manager**

**Attachments: 1. Assets Group Activity Update - November 2020**

**RECOMMENDATION**

That the Assets Committee receives and notes the information.

**PURPOSE**

The purpose of the attached report is to provide insight into recent work the Assets departments have undertaken.

## ASSETS GROUP

Activity Update - November 2020



## Purpose

The purpose of this report is to provide insight into recent work the Assets departments have undertaken.



## 3 WATERS



*Inside the new treated water reservoir for the Oamaru Water Supply*

### PROJECTS

The Water Services team's new Senior Project Engineer, Gareth Phillips, started in his role on 27 October. Gareth brings with him many years' experience working within the local government in the 3 Waters space and he will be managing an extensive programme of works going forward, including Tranche One-funded projects.

#### **Oamaru Water Reservoir**

The construction of the new treated water reservoir on Reservoir Road continues to progress well. Construction is nearing completion, with commissioning work to commence within the next month. Provided everything goes accordingly the aim is for the reservoir to be operational prior to Christmas.

#### **Omarama Drinking Water Supply Upgrade**

Work on Omarama Drinking Water Supply Upgrade, which is being funded through the Government's Three Waters Reform Programme's Tranche One grant, will commence soon. Drillers will be onsite reestablishing the bores at the treatment plant site and pumping of the bores will happen at the same time. The upgrade, which is expected to be completed next year, will make the supply compliant with the New Zealand Drinking Water Standards.

#### **Otematata Tank Farm**

An upgrade of water storage at the Otematata Water Treatment Plant will commence in early November. A bund for the generator will be constructed while the contractor is onsite. The new tanks will increase water storage and improve overall operational efficiency at the plant.



*The new 'sky bridge' linking the new reservoir with the existing reservoir.*

## **OPERATIONS AND MAINTENANCE**

### **Ohau Water Supply**

Work is well underway on the recovery of Water Services infrastructure in the Lake Ohau Alpine Village following the devastating fires in October.

### **Otematata Mains Flushing**

Water mains flushing at Otematata was successfully completed prior to Labour Weekend, without any service or discolouration issues reported. This work will ensure the network and supply remains clean and clear over the busy summer period.



## PLANNING & POLICY

### Three Waters Reform

Planning work for other projects approved by Council, to be funded through the Government's Three Waters Reform Programme's Tranche One grant, is underway. Council's Delivery Plan will now have been approved and work is progressing organizing contracts for the work.

A Project Team has also been established to progress the collation of information required by the Department of Internal Affairs (DIA) as part of the Reform Programme, and in accordance with the requirements of a Memorandum of Understanding (MoU) and Funding Agreement. The official Request for Information (Rfi) from the DIA has been received. The purpose of this is to specify the information and data requirements signaled by the MoU. The information provided through the Rfi process will inform the analysis to be undertaken by the DIA in partnership with the Three Waters Steering Committee to advise Ministers on the relative merits of the water services delivery reform options.

In response to the Government's Reform Programme, the Otago Southland Three Waters Team has been established to review and consider both the current and potential future service delivery options for Otago and Southland. The Waitaki District Council has now signed an agreement with the Otago / Southland Group, which is now proceeding with the associated work programme. Work also is continuing with the Canterbury Group of Councils. As much coordination as possible is being pursued to reduce duplication of work. The gathering of information is a key focus for the next few months and will mean several key staff will be focusing on this work.

More information about the Three Waters Reform can be found on the DIA website <https://www.dia.govt.nz/three-waters-reform-programme>.

### Backflow Prevention

Work on finalising a draft Policy on Backflow Prevention and supporting implementation plan is underway and this will be presented to the Committee for consideration at its next meeting. Backflow, which is the undesirable reversal of flow of water or other substances into the drinking water supply system, is a significant risk to Council's water supply customers. The purpose of this Policy is to protect public health by setting out Council's approach to backflow prevention, including:

- Measures Council will take to assess and reduce the risk of backflow to the water supply network.
- Responsibilities for installation of appropriate backflow prevention devices at the point of supply and property boundary, and ongoing maintenance and testing.
- Responsibilities for covering the costs of mitigating backflow risk.

## ROADING



### OPERATIONS & MAINTENANCE

Maintenance operations have continued including a large programme of footpath and driveway repairs in and around Oamaru. The work has progressed well with the final grass reinstatement left to complete. Pre-reseal repairs are spread around the Waihemo, Oamaru, Kakanui, Corriedale Ward, including drainage repairs of culverts and removal of high shoulder treatment for some grassed shoulders. Significant pre-reseal work is taking place on Lighthouse Road, Roundhill Road, and Horse Gully Road.

Unsealed maintenance metaling is continuing with approximately 4,000 tonne of surface metal being spread during September. Greater attention to self-sown roadside trees has been an outcome from previous events in Ohau and the work is being coordinated with the Department of Conservation (DoC), the Otago Regional Council and Environment Canterbury (ECan).

Maintenance grading has taken place in Herbert and Kakanui through to Fushcia Creek.

Road stabilisation patches and dig-out repairs are being investigated before resealing commences. This work is progressing well due to patterns of good weather. Quality control checks and testing have been ramped up through September and October with discussions progressing as testing is completed.

Surface repairs also includes significant edge break repair in Ohau, and pre-leveling on Teschemakers Road.

Road surface resealing has a programme of circa \$1.5M for completion of 44km of road surfacing to complete this year. Being the first Council to start the resealing programme in the south this year, has supported competitive tender pricing, and works completed before November.

Pest plant spraying within the Corriedale and Oamaru areas, as well as at urban roads and footpaths in Palmerston, Hampden, Maheno, Kakanui, was progressed when finer weather allowed.

Speed limit changes are to have new or changed signage installed at the end of October or start of November.

A lot of the work completed by the maintenance crews is done behind the scenes, after hours, so it is mostly noticeable if this work is yet to be completed. Street sweeping commences in the early hours of the morning before traffic volumes have increased. Cleaning of sumps is a regular work programme and occasionally an urgent call-out results in crews working in daylight.



*Street-sweeper cleaning sumps in Hampden after a midday call-out.*

### **Bridge Work**

After a delay last year due to late DoC consent approvals, renewal work on two bridges in Ohau is now starting to commence. It is anticipated this work will be completed early in the new year. Further bridge strengthening work is in the design phase to increase the road network accessibility for High Productivity Motor Vehicles.



### New Zealand Transport Agency (Waka Kotahi) - Liaison

With three State Highways in the Waitaki District, the Roding unit have managed to arrange three-monthly meetings with a representative from Waka Kotahi. The purpose of these is to discuss delegation agreements for shared work, and parking control management, among other key topics, and also to be informed of future activities.

### ASSETS MANAGEMENT

After 12 months of development work the first tranche of submissions for the National Land Transport Programme (NLTP) funding application are now in. The combination of increasing customer demand expectations, along with a global pandemic, has changed how people live and work. As a result the initial funding request indications have been significantly greater than the Government transport fund allocations. This process will continue in parallel with Council's Long-Term Plan process.

The Waitaki Transport Asset Management Plan and Business Case documents are included in the NLTP document submission process. The moderation process has started, and officers expect an early indication will be issued late November.

### PROJECTS

Projects team are delivering Low Cost Low Risk projects, Bridge Renewals, Pavement Rehabilitations and intersection safety work. 24 individual contracts are planned, to a value of \$7.3M with 17 contracts awarded for \$4.6M awarded and work in progress now with completion in February 2021.

### Severn Street Wall Repair

Construction of the concrete retaining wall sections are complete, and the Oamaru Stone facing is progressing. The key to any retaining wall structure is not only the foundation build but controlling water pressure behind the wall. These are the works that get buried and forgotten.



Oamaru Stone facing in progress.



Buried works to protect the wall.



### Intersections Upgrades

Intersection upgrades on Saleyards Road involves making safety improvements for all modes of transport after serious and fatal crashes. New kerb which is being installed directs vehicles to safe positions for increased visibility, while road-widening provides spaces for heavy vehicle turning.



Saleyards Road / Solway Street



Extra road width on Saleyards Road

### Macraes Road

Macraes Road realignment has been opened to the public with the first coat chip seal having been applied, and roadmaking installed.

### Road Safety Coordination



Road safety messaging relates to a broad range of topics and through the road safety partnership with Weston School, officers managed to deliver several of these messages. One focus was raising an environmental awareness about reducing rubbish and litter around Weston and making pupils aware that what goes into waterways ends up in the sea. A road safety focus was also introduced with SouthRoads providing the traffic safety services for a fish painting day exercise which the children took part in.

Development of the community Road Safety Action Plan (RSAP) connects community with community groups. Engaging with these groups, including CCS Disability Action, Age Concern, and also local schools and rest-homes, assists officers in promoting messages from the RSAP. Work is being done on how these messages can reach the wider community.



# RECREATION

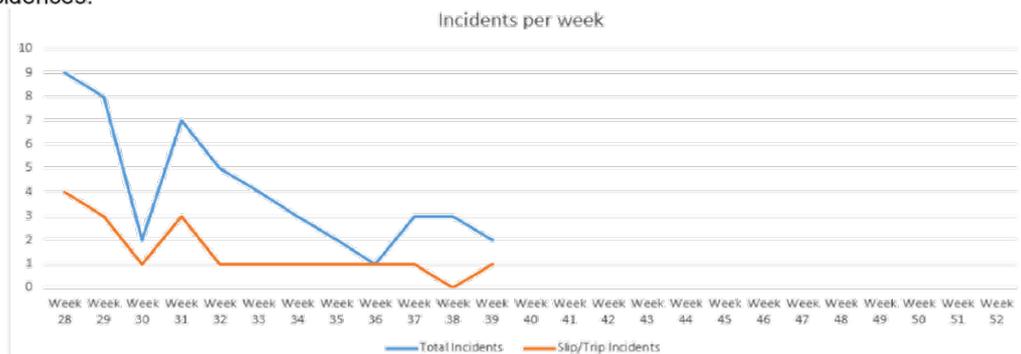


## OPERATIONS AND MAINTENANCE

### Aquatic Centre

The Aquatic Centre is currently experiencing a very tough operating environment. This is similar to what other facilities around New Zealand are also experiencing, however performance from the first three months has been better than expected. Numbers are currently tracking only 5% down from the first quarter of 2019. Casual admissions have been slightly higher, while swim programmes (including swim school and swimming squads) are lower. Programme bookings from last holidays and for Term 4 are relatively good while customers and groups (including schools) appear to have confidence in making bookings.

A recent topic has been the new floor surface and slips. Officers have had to change the cleaning regime as the hydrophobic nature of the new surface has created beading while it wears in. The graph below shows how these changes, along with the wearing of the new surface, has resulted in decreasing incidences.





### **Parks Maintenance**

Reserves across most of Waitaki continue to be very dry and officers have had to start irrigating earlier than usual. The Oamaru Public Gardens have been spectacular through Spring with positive comments from the community that the bedding displays looks great.

### **Camping Grounds**

Camping grounds have been hit by regular northwest winds but this has caused little damage and numbers are still looking good for the upcoming summer.

The Waitaki Recreation Club held a successful Bike Rally the weekend of 17 and 18 October with over 500 participants. The proceeds of this event are used to support recreational activities in the valley.

The Timaru Yacht and Power Boat Club held their annual 'Aviemore Classic' yacht race over Labour Weekend, based at Otematata Boat Harbour. Numbers were lower than in previous years.

Approximately 250 high school students turned up at the upper Loch Laird terrace over Labour Weekend. Approximately 150 people were camping with at least a further 120 being dropped over at night. While officers had plans in place for designated parking, police attendance, security guards, and community patrols, students still caused some issues. This site has become a default party space for some high schools at Labour Weekend. Officers do not encourage this behavior and the Otematata community, other campers, and Council are having to handle this and attempt to manage a community / societal issue. In future the unit will look at options such as banning glass and other operational management practices that might help.

### **Freedom Camping**

An application to MBIE in support of Council's management of responsible camping for the upcoming summer was successful. This will be used to fund Camping Ambassadors for the summer in conjunction with the Mackenzie District Council.

### **Sailors Cutting Navigation Lights**

Navigational lights were discussed at the last Shoreline Authority meeting with a request put forward to ECan to consider. In the interim ECan have put reflectors on the pole at the end of the Sailors Cutting Mole.

### **Otematata River**

ECan have completed the planned work upstream of the Otematata Bridge. Further work and maintenance of the improved channel is planned for coming years.



### **Leases**

No progress has been made with the leases for the Macrae's Pavilion, the Palmerston Squash Courts or the Enfield Domain. A draft lease has been sent to the Maheno Rugby Club for review. A draft lease is also being prepared for the Boys Brigade buildings on Dunback Domain.

### **Ohau Reserves**

Officers are working with ECan to remove pine trees on various land parcels in Ohau Village. In conjunction with community, officers will be reviewing the Ohau Reserve Improvement Plan early next year (2021) in time for planting over winter.

### **Enviroschools**

Weston School have gained their Bronze Award from Enviroschools. The school have joined Maheno Kindergarten in gaining this award. A Enviroschools Hui scheduled for November which will be attended by representatives from local primary school, will provide awareness around sustainable management of water quality. Annual reviews are underway and scheduled for completion by the end of the year.

### **Palmerston Landfill**

The Ministry for the Environment carried out a landfill return audit for Palmerston. While their report is yet to be received, the Ministry appeared to be relatively happy with the processes in place and record keeping. Officers are not expecting any significant remedial actions.

## **PROJECTS**

### **Recreation Centre**

An advisory group comprising of representatives from sports codes, school principals, community-minded people and Councillors has been established. Their first task will be to confirm the investment objectives and a preferred option through an Investment Logic Map process on 12 and 13 November.

### **Alps to Ocean (A2O)**

'Otematapaio' Bridge has been installed and work is progressing on the 'Bog Roy' Bridge. The A2O trail surface is due for a trim and tidy and officers expect to be on track for a mid-December opening. Logging on the Benmore Peninsula is making great progress and we are hopeful this will be completed in time to allow construction of this last section of track prior to Christmas, rather than having to use the alternative route of the Rostriever transmission line access track.



A workshop is being held with the A2O Joint Committee and some invited attendees have been asked to assist with the development of the Visitor Experience Development Plan at a session on 30 October.

GHC Consulting Ltd have been contracted to prepare the Business Case to take the remaining sections of the A2O track off road. This has been funded by a grant from MBIE and is expected to be completed by the end of January 2021.



*Alps to Ocean bridge site*



*Trail out to benmore peninsula*

#### **Oamaru Public Gardens Playground**

Quantity survey estimates have determined Council currently require approximately additional \$85,000 for the new water play feature at the Oamaru Public Gardens. Officers will be approaching the Otago Community Trust to see if they are able to cover the shortfall. Construction is now scheduled to start in March 2021 (at the earliest).

#### **Puketapu Trust**

Officers have met and supplied supporting information to the consultant preparing a feasibility study for the Puketapu Trust.

#### **King George Park**

Perimeter drains have been completed at King George Park and officers are waiting for the grass to strike.

#### **Duntroon Toilets**

Officers have received submissions from the Duntroon community on their preferred location for new public toilets and are preparing a workshop for a Ahuriri Community Board workshop.

### **Waiareka Park**

Officers are finalising prices with suppliers for the playground and other park infrastructure.

### **Beach Road Landfills**

Investigation of the extent and content of these 'fly-tipping' sites commenced in November with a drilling rig used to collect samples.

### **Centennial Park Gates**

Breens Contracting have almost completed replacing the old dilapidated gates at the entrance to Centennial Park (playing fields 2 and 3). The sign is designed to be interchangeable for summer and winter. Some work such as concreting the full entrance width is yet to be completed. This was funded through the Centennial sponsorship funds.



## **PLANNING**

### **Department of Conservation Southland Management Strategy**

DoC are consulting on a partial review of their Southland Management Strategy, this focuses on new cycle trails. Officers have already had some initial input into this and will be submitting for it to include the following possible trails over the next 10 years plus:

- Oamaru to Dunedin.
- Palmerston to Middlemarch.
- Danseys Pass.

# PROPERTY

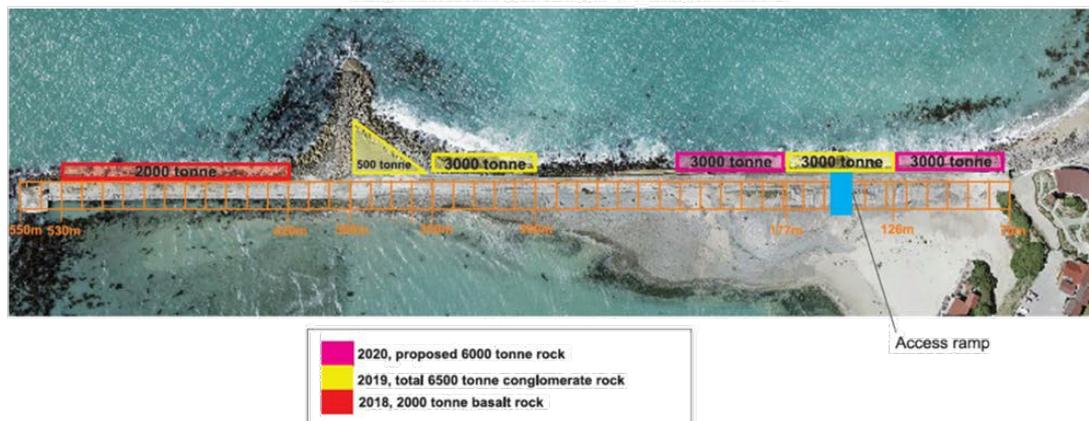


## Breakwater

Road Metals have been awarded the Rock Armouring Contract to supply and place 6000 tonne of conglomerate rock on the seaward side of the breakwater.



### Oamaru Harbour Breakwater



### Holmes Wharf Redecking

Replacement of decking for Stage 1 of Holmes Wharf has been completed.

Planning for Stage 2 (continuation of decking replacement, replacement of services, and lighting) is progressing.



*Holmes Wharf redecking*

## PROJECTS

### Oamaru Airport

Two new sites have been formed within rotary precinct, and new infrastructure services have been reticulated.

**6 MEETING CLOSE**