



**TO THE MAYOR AND COUNCILLORS OF THE
MACKENZIE DISTRICT COUNCIL**

MEMBERSHIP OF THE PROJECTS AND STRATEGIES COMMITTEE

Graeme Page (Chairman)

Claire Barlow (Mayor)

John Bishop

Peter Maxwell

Annette Money

Graham Smith

Evan Williams

*Notice is given of a meeting of the Projects and Strategies Committee
to be held on Tuesday 5 July 2011
following the Finance Committee meeting*

VENUE: Council Chambers, Fairlie

BUSINESS: As per Agenda attached

GLEN INNES
CHIEF EXECUTIVE OFFICER

30 June 2011



PROJECTS AND STRATEGIES COMMITTEE

Agenda for Tuesday 5 July 2011

I APOLOGIES

II DECLARATIONS OF INTEREST

III MINUTES

- a) Confirm and adopt as the correct record the Minutes of the meeting of the Projects and Strategies Committee held on 24 May 2011.

ACTION POINTS

IV REPORTS:

1. Asset Management's Monthly Report
2. Asset Management Projects 2011/2012
3. Canterbury Waste Joint Committee (CWJC) Agreement

V PUBLIC EXCLUDED

That the public, be excluded from the following part of the proceedings of this meeting namely:

1. PE Minutes Previous Projects and Strategies Committee Meeting held 24 May 2011

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
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Projects and Strategies PE
Minutes 24 May 2011

Commercial Sensitivity

48(10(a))(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Projects and Strategies PE Minutes 24 May 2011 (48)(1)(a)(i)*.

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE PROJECTS AND STRATEGIES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 24 MAY 2011 AT 2.30 PM

PRESENT:

Graeme Page (Chairman)
Claire Barlow (Mayor)
Crs John Bishop
Peter Maxwell
Annette Money
Graham Smith
Evan Williams

IN ATTENDANCE:

Glen Innes (Chief Executive Officer)
Bernie Haar (Asset Manager)
Frank Ledingham (Manage – Roading) for part of the meeting
John O’Connor (Utilities Engineer) for part of the meeting
Julie Hadfield (Committee Clerk)

I APOLOGIES:

There were no apologies.

II DECLARATIONS OF INTEREST:

There were no Declarations of Interest.

III MINUTES:

Resolved that the Minutes of the meeting of the Projects and Strategies Committee held on 12 April 2011, including such parts as were taken with the Public Excluded be confirmed and adopted as the correct record of the meeting.

G Smith/E Williams

Resolved that the Minutes of the meeting of the Solid Waste Subcommittee held on 13 April 2011, including such parts as were taken with the Public Excluded be received

G Smith/E Williams

IV REPORTS:

1. ASSET MANAGER’S MONTHLY REPORT:

This report from the Asset Manager referred to
Project Progress - Clayton Road Seal Widening, Twizel Water Supply (including disinfection), Fairlie Water Supply Trunk Main Replacement, Solid Waste Review.

Project Progress – Lake Alexandrina Bridge Replacement, Clayton Settlement Rd Bridge Deck Replacement, Twizel Oxidation Pond Upgrade, Alexandra Terrace (Tekapo) Formation and Seal, School Road Stock Water Race Consent.

Roading – Road Issues, Bridge Repairs, Minor Improvements, Footpath Reseals, Unsealed Road Metalling, Unsealed Road Grading, Reseals, North Opuha Bridge.

Essential Services & Solid Waste.

V MATTERS ARISING:

CLAYTON ROAD WIDENING:

Councillors expressed concern about the need to defer the balance of this work and were disappointed that the full work programme was not able to be completed.

The Chief Executive Officer advised that he issued instruction to staff that in future all work should be tendered before 31st December in any one year.

A copy of that memo was tabled at the meeting. He shared the elected members' disappointment.

TWIZEL WATER SUPPLY TEMPORARY DISINFECTION:

The Asset Manager noted that a decision to proceed with temporary disinfection of the Twizel Water Supply would be dependent on the outcome of public submissions which were to close on 3rd June 2011.

FAIRLIE WATER SUPPLY TRUNK MAIN REPLACEMENT:

This project was going well.

SOLID WASTE REVIEW:

The Asset Manager advised that this project was going well but also drew members attention to the fact that finalising new arrangements for Solid Waste was absorbing a large amount of staff time.

ROADING:

Frank Ledingham spoke to his section of the Asset Management report.

ALEXANDRA TERRACE ENTRANCE

The Asset Manager advised that NZTA had declined to do the upgrading work itself and he was not in favour of the work being shared.

CLAYTON ROAD BRIDGE DECKING

It had not proved feasible to widen the replacement decking but the alignment could be altered if Council so required.

CONDITION OF RURAL ROADS

Elected members felt there had been a drop-off in the general standard of rural roading maintenance. Staff shared some of those concerns and the Asset Manager urged elected members to pass on any concerns they had as soon as possible so remedial action could be taken. They did not need to wait until a Committee meeting.

RESEAL REPAIRS

The repair work that Fulton Hogan had committed to would now be completed in the Spring.

WATER:

John O'Connor spoke to his section of the Asset Management report.

SOLID WASTE:

The Asset Manager advised that work was underway to remove as much of the stored recycled materials from the Recovery Parks. He intended to get the Parks in as tidy a condition as practical before handing over to an external Contractor. Staff were also exploring with the Contractor, opportunities for third parties to purchase the VCU.

Resolved that the report be received.

A Money/G Smith

Resolved:

That the Committee confirms that the unspent balance of the funds in the Rural Minor Improvement budget be carried forward into the 2011/12 year.

A Money/G Smith

III PUBLIC EXCLUDED:

Resolved that the public be excluded from the following part of the proceedings of this meeting namely:

RFP for Solid Waste Services – Contract Negotiations

<u>General subject of each matter to be considered</u>	<u>Reason for passing this resolution in relation to each matter</u>	<u>Ground(s) under Section 48(1) for the passing of this resolution</u>
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RFP for Solid Waste Services Contract Negotiations	Commercial Sensitivity	48(1)(a)(i)
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This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *RFP for Solid Waste Services – Contract Negotiations* Section 7(2)(b)(ii)

J Bishop/C Barlow

The Committee continued in Open Meeting.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3.30 PM**

CHAIRMAN

DATE

MATTERS UNDER ACTION – PROJECTS AND STRATEGIES COMMITTEE

Solid Waste

1. Green bags no longer used to collect putrescible waste, to be used for the collection of residual waste.
2. Undertake an appropriate education programme be undertaken regarding the use of the green bags for collection of residual waste. *Report to be developed.*

12 April 2011

Bridge Replacements:

- 1 The Chairman and the Asset Manager undertook to consult with the owners of the Morris Road Bridge. *Yet to be actioned*
- 2 Cass River Bridge to be replaced, subject to a substantial contribution from the landowner to the funding of the local share of the cost of replacement. *Yet to be actioned*
- 3 Investigate the legal implications of closing the top end of the Godley Road before the Cass River Bridge. *Yet to be actioned*

Twizel Water Supply

Preliminary investigations to be undertaken to confirm the viability of proposed new sources for the water supply for Twizel. *Ongoing.*

MACKENZIE DISTRICT COUNCIL

REPORT TO: PROJECTS AND STRATEGY COMMITTEE
FROM: ASSET MANAGER
SUBJECT: ASSET MANAGER'S MONTHLY REPORT
DATE: 5 July 2011
REF: WAS 1/1

ASSET MANAGEMENT

During the last month I attended a workshop in Queenstown on developing "Levels of Service" and Performance Measures" for the LTP. This was very informative as the training gave guidance on what has changed in this area since with completed our last LTCCP, very timely.

I also attended the INGENIUM Conference in Wellington; I had not attended this conference since 2008. It was very useful to re-establish old networks and make new ones to assist with our future work. Specific technical sessions I attended were on

- Protecting drinking water supplies using a risk based approach to back flow
- Risk management and Roding Activity Asset Management Plans
- Improved Asset Management of sewer networks due to advances in CCTV
- Systems thinking approach to roading "The Vanguard Model"

All of these and the key note speakers gave guidance on improvements we can implement or things we should avoid.

The annual plan submission process have also taken up time this month.

Project Progress - Council Priority List

Clayton Rd Seal Widening.

One km completed todate and the balance due in September. Suplus fund carried forward both within Council and NZTA.

Twizel water supply, including disinfection.

With the approval last week by Council to disinfect the Twizel Water Supply, we have odered the required equipment to begin installation. We have also talked to the MoH about educating the public on what Council is about to do and why. They are developing hand out sheet specific to Twizel that we can add to in order to inform the community on the what and why Council is disinfecting the Twizel water supply and when.

We have met with Murray Petrie from Opus International Consultants Ltd to progress all our water supply projects and have already received a draft strategy document that details all the work required and by whom.

Fairlie Water Supply Trunkmain Replacement.

The project is complete and the Contractor has left the site. This project went very well and the site has been left extremely tidy, a real credit to Meyer Construction Ltd.

Solid Waste Review

The Heads of Agreement has been signed. Carl and I have met with ESL to map out the next three months to a successful conclusion, listing the tasks required and who is to do them. These meeting will be quite regular from now on.

The Solid Waste sub-committee will meet soon to discuss the potential to rebrand the RRP's and also the signage on the new truck. There is an opportunity to really refocus the community on responsible recycling as we introduce the new era.

The Truck has been ordered along with the bins. All the bins will have an individual serial number and an address label that will be recorded against each property to ensure that no one misses out. The recycling instructions are also to be embossed on the inside of the lid.

The next phase for staff is to sort out a lease agreement for the three parks with ESL.

Project Progress - Staff List

Lake Alexandrina Bridge Replacement

The bridge is complete. We had an issue with one "soft" pile that did not achieve its required set and an extra pile had to be driven alongside to spread the support in that corner of the bridge. There were no other issues with the construction.

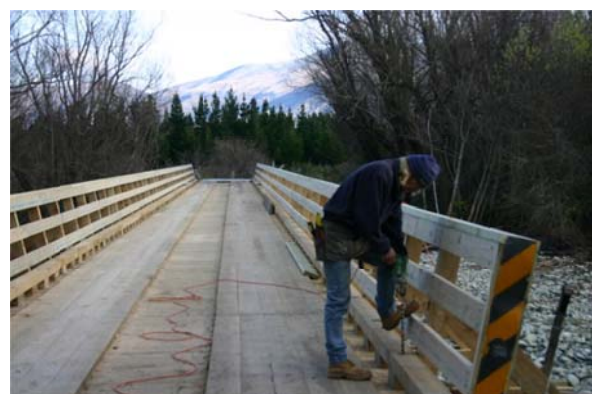
Clayton Settlement Rd Bridge Deck Replacement

This work is complete. The old deck timber is in L & Ls yard and will have to be disposed of shortly.

Twizel Oxidation Pond Upgrade

The Resource Consent requires specific work to be completed by August this year:

- Block disposal trench- Completed
- Block old pipe heading to Twizel River- Completed
- Install new pipe into Pond 2 – currently being worked on and should be complete by this meeting date.
- Install bund in Pond 2 – Completed



Alexandra Tce – Tekapo, Formation and Seal

Completed. The individual owners that agreed to have their drives sealed at the same time have been invoiced for the work.

School Rd Stock Water Race Consent

Both the consent to take and the discharge consent have been granted. We were successful in our appeal on the fees and \$4,500 approximately, was credited back to us.

ROADING

Road Issues

Frank Ledingham resigned on the 15th of June. We have not replaced him yet. As it is a quite time for roading at this time of the year Nick and I have split the duties between us with Whitestone picking up the slack. It is bare bones coverage but will get us through for a wee while but cannot go on indefinitely.

Most roads are generally in very good condition apart from Lilybank Rd that has been knocked around due increased heavy traffic carting metal to developments near Richmond Station.

Bridge Repairs

As noted previously the Lake Alexandrina Bridge has been replaced and the old deck has been brought back to Fairlie for re-establishment on Mowbray Rd. This work is underway.

Footpath Reseals

The contract for the resealing of chip seal footpaths in Twizel and Tekapo has been completed.

Unsealed Road Metalling

Maintenance metalling is now complete for an annual volume of metal applied to the unsealed roads of 16,461 cubic metres under the new contract.

The total volume of maintenance metal on all roads this year is 12075m³ at a cost of \$217,260 and have placed 4386m³ of wearing course at a cost of \$105,702.

Unsealed Road Grading

Whitestone have graded 4075 km of roads this full year at a cost of \$46.20 per km which totals \$188,265 for the year, bearing in mind that some of this was at the old contract rates but which is not too much different from the new ones.

Reseals

The reduced Contract for 18.3km of reseals in the current financial year was let to Blacktop Construction Ltd. The contract has been completed.

ESSENTIAL SERVICES

Contractors claims for June 2011 were not available for this report.

Fairlie

Fairlie Water Supply

Operating & Maintenance expenditure at the end of May was 42,500 under YTD budget. There were two pipe failures in the township in June. The 'V' notch in the chlorinator is causing irregular dosage rates and is being replaced.

As Bernie reported the replacement of the main from the reservoir to Alloway Street has been completed with a good result. There was a marked reduction in flow of about 6 litres per second when the new line was commissioned on 16 June. Approximately 4 litres per second of this is accounted for by additional leakage in the old line caused by construction machinery.

Fairlie Waste Water

Operating & Maintenance expenditure at the end of May was \$4,800 over YTD budget. A blockage occurred between Gall St and Gibson Brothers. The cause is unknown.

Tekapo

Tekapo Water Supply

Operating & Maintenance expenditure at the end of May was \$7,700 under YTD budget. The major item of under-expenditure has been repairs to the reticulation.

In June, three tobies required replacement and there was a minor fault with the flow control to the reservoir.

A start is being made on upgrading hydrant markers.

Tekapo Waste Water

Operating & Maintenance expenditure at the end of May was \$4,300 under YTD budget.

There were no major issues in June and it is planned to inspect and carry out necessary repairs on a number of manholes.

Tekapo Storm Water

Operating & Maintenance expenditure at the end of May was \$1,800 under YTD budget.

There is a continuous small flow from one of the stormwater outlets from the Lake Tekapo Scenic Resort which is causing a wet area in the greenway. Chlorine was detected in the water which indicates that it originates from the water supply rather than stormwater or groundwater. The manager of the resort has been notified and he is investigating.

The drain at the end of Sealy St was cleared.

Twizel

Twizel Water Supply

Operating & Maintenance expenditure at the end of May was \$6,000 under YTD budget.

The under-expenditure is spread over a number of maintenance items.

Power costs are tracking slightly under budget.

The investigation programme for a possible new source has stumbled due to Christchurch staff of Opus Consulting Services Ltd being over-committed on earthquake repair work. A meeting has been held with Murray Petrie, Principal Environmental Engineer in the Dunedin office of Opus. This work along with consulting services for the other water supplies will now be undertaken principally by the Dunedin office of Opus.

Procurement of equipment for temporary chlorination of the water supply is underway. The cost of supplying sodium hypochlorite is estimated to be \$10,500 per year.

The 50mm water line that supplies properties above the cemetery has been replaced with a new 50mm line on Glen Lyon Road.

Manuka Terrace Water Supply

Again progress was delayed due to over-commitment of the Christchurch staff of Opus.

Allandale Water Supply

Operating & Maintenance expenditure at the end of May was \$2,200 over YTD budget.

A subdivision by the Monument on Clayton Road has brought ten new properties into the scheme.

Burkes Pass Water Supply

Operating & Maintenance expenditure at the end of May was \$600 over YTD budget.

The settling tank on the supply line will be installed before the end of the financial year.

The 'Dosatron' chlorination system is operating well.

SOLID WASTE

Since my last report Solid Waste has been business as usual. Planning for the new kerbside and RRP operation contracts is well advanced.

I have been concentrating on cleaning up the parks. This usually involves getting a contractor with a digger and trucks to pick up the accumulated detritus that is around the three parks. So far I have spent \$4120 at Twizel and have removed about one third to one half of the shredded timber heap. There is the remainder of this heap to do as well as a heap of green waste tailings to be removed. These are the result of the shredding and screening of green waste since the parks inception. If ESL insists on these being removed then I believe we should store them elsewhere until we have some ground to remediate. Deep in this heap they have turned to soil and can be of use to us. By my calculations it will take up to \$8000 to finish the shredded timber heap and about \$5000 to move the green waste tailings. There is also a large heap of gib board which we are drip feeding into the bins every week and a large pile of bales of polystyrene. I propose to leave the polystyrene until ESL take over as their truck and telehandler will make short work of moving it to Winton, where it is cheaper to dispose of it.

At Tekapo I have spent \$2600 so far and the site is looking much better. There are two more areas to clean up which will take approximately \$1300. There is also a large pile of tyres

here, mainly 4wd which need to be removed. As Canterbury Waste Joint Committee are working on having a region wide tyre disposal contract with cheaper rates than I can negotiate then I propose to leave these until that comes to fruition. Alternatively if someone wants them as silage cover weights then please call me.

At Fairlie I have just started cleaning up and have yet to receive an account.

Some of the Contractors in their proposals, suggested to us that this work could cost approximately \$50000. I am determined to do the work for much less than that.

Roading Projects

Project	Tasks	Budget/Cost	Outcome
Road Maintenance Contract	Complete tender process		Complete
Bridge replacement programme	Report, Policy then list the total picture then drill down to the individual replacement programme		Completed
Minor Improvements	Clayton Rd Seal Widening		Completed 1km. Contract for further 2km
	Nixons Rd Footpath		Completed
	Reserve Footpath		Completed
	School Rd Footpath		Discuss outcome with Cr Page
Lake Alex Bridge replacement	Tender and complete physical works	85000	Completed
Lake Ruataniwha Picnic Access	Physical works complete	30000	Completed
Reseals	Physical works complete	184000	Completed
Metalling	Confirm list roads requiring metal, manufacture and apply metal	280000	Completed
Roadmarking Contract	Physical works complete		Completed
Area Wides \$175K	Godley Peaks Rd, Frost Heave areas	175000	Completed
Footpath Reseal	Physical works complete	85000	Completed
Ramm Data	Roughness and rating		Project postponed until 2011 so that funds can be used for re-valuation.
North West Arch verges	Complete the works		Delayed due to Telecom trench in the area
Road Occupation legislation	Keep up to date with progress		
Bridge Inspections	Review Programme		Completed

Clayton Settlement Rd Bridge- New deck	Call for quotes and complete physical works		Completed
South Opuha Bridge foundations	Investigate when river is at its lowest.		Completed
Footpath Encroachment	Complete review in Fairlie, Tekapo and Twizel		Whitestone completing as part of their contract requirements

Essential Services Projects

Project	Tasks	Budget/Cost	Outcome
Sewer			
Eversley Reserve Sewer	Complete installation of pressure sewer system and commission.	420000	Completed & Commissioned
Twizel Oxidation Ponds Land purchase	Re open negotiations with J Lyons		Response from John Lyons re Will not discuss until has consent
Twizel Oxidation Ponds -Construction	Confirm if existing inlet can be reused		Completed
	Complete engineering design and physical works		Completed
	Complete works including meters		John trialling system
	Block trench and construct extra soakage		Completed
	Construct fence including signage		Installation will depend on discussion with J Lyons
Tekapo Oxidation Ponds	Complete extension to disposal system		Completed
Burkes Pass Oxidation Ponds	Volume supplementing		Completed
Monitoring	Regular testing		Completed
	Monitoring Reports		Completed
Re- valuation	Complete revaluation		Completed

Water Supply

Allandale Water supply	Agree Protozoa risk category with MOH	2000	Meeting held with MOH. Engaged Opus to assist with this.
	Meter and Consent variation		Delayed by Ashwick Opuha consent and construction of fish screens.
	Turbidity Meter	4,700	Meter and fitting purchased

Puneroa Eversley SWR	Meet with Ecan to determine where to from here.		Community agreed to scheme by end of March
	Scheme assessment for new scheme or supply further information for existing consent		Discussed with Cr Page and Ecan
Ashwick Opuha SWR	Obtain consent	\$10,627.00	Complete
	Set up operational requirements		Complete
	Install fish screens etc as required by resource consent		Complete
	Put in place monitoring conditions etc		Complete
Fairlie Water Supply	Complete design, contract documents and physical works		Complete
	Renew service connections		Complete
	Agree Protozoa risk category with MOH	5000	Meeting held with MOH. Engaged Opus to assist with this.
	Renew water meters		Complete
Twizel Water Supply - Existing	Resource consent – should we push this or can we delay until we know if we are shifting or not?		Consent has been lodged and progressing through Ecan system
	Obtain Meridian approval		Completed
	Obtain DoC approval		Draft conditions agreed and sent to Ecan prior to discussing with DoC
	Obtain F & G approval		Change of personnel so a delay here until they determine who can action this
	Catchment Risk Assessment		Being reviewed as part of the scheme assesment
	Renew service connections		Complete
	Renew water meters		Complete
Twizel Water Supply - New	Respond to Council resolution . Provide an assesment of the purchase price of the land, life cycle costs		Report received and presented to Council. Approval to investigate option 3(ii) and 5(i)
	Investigate bores & complete investigation		Consents for investigation drilling obtained
	Water quality and quantity testing		New consultancy personnel engaged
	Scheme assessment		

	Report to Council		
	Resource Consent		
	Scheme design started		
	Land entry confirmed		
Manuka Tce Water Supply	Investigate bores & complete investigation	\$49350 \$25000	Washingtons did Initial test pumping complete and results sent to Opus for analysis
	Water quality and quantity testing		Report on water quality returned. Western bore good but high turbidity. East bore high iron and arsenic. Waiting on hydrological report.
	Scheme assessment		Completed
	Report to Council		
	Confirm commitment to proceed		
	Resource Consent Application Lodged		
	Scheme design started		
	Land entry confirmed		
Burkes Pass Water	Treatment improvements		Second Dosatron installed and the settling tank installed
Tekapo Water Supply	Renew service connections		Completed
Tekapo Treatment	Renew water meters		Completed
	Water model		Complete
	Agree Protozoa risk category with MOH	4,000	Meeting held with MOH. Engaged Opus to assist with this.
	Design of new treatment	31,000	New consultancy personnel engaged (previous staff committed to Christchurch with earthquake repairs)
School Rd SWR	Obtain consent	5000	Consents granted.
	Resolve invoice dispute		Completed
	Put in place monitoring conditions etc		Completed
Re- valuation	Complete re-valuation		Completed

Stormwater

District wide	Prepare and lodge a global consent for stormwater disposal off private properties		Met with Leo (Ecan) They will develop the application at their expense. Some consents are redundant
Monitoring	Regular testing		
	Monitoring Reports		
Re- valuation	Complete re-valuation		Completed
Western Catchment	Meet with Ecan – Ross Vessey		Completed
	Confirm ongoing commitment too maintenance and report to CB		Consultation in Annual Plan
	Draft report to Community		

Solid Waste

Solid Waste Review	Get Records up to date		Completed
	Report to Glen		Completed
	Meet with Brian Gallager		Completed
	Develop RFP		Completed
	Receive proposals		Completed
	Assess proposals		Completed
	Select preferred contractor		Completed
	Develop Heads of Agreement		Completed
	Develop Contract		
	Implement Proposal		

RECOMMENDATIONS:

- (a) The report be received.

BERNIE HAAR
ASSET MANAGER

Endorsed by:
GLEN INNES

CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: PROJECTS AND STRATEGY COMMITTEE
FROM: ASSET MANAGER
SUBJECT: ASSET MANAGEMENT PROJECTS 2011/12
DATE: 5 July 2011
REF: WAS 1/1

REASON FOR REPORT

To advise the Projects and Strategy on the projects approved by both Council and the Community Boards for completion or action in the 2011/12 year.

Also to obtain guidance as to which projects in particular regular reporting is required

RECOMMENDATIONS:

1. That the report be received.

BERNIE HAAR
ASSET MANAGER

GLEN INNES
CHIEF EXECUTIVE OFFICER

Roading Projects

Project	Tasks	Budget	Progress	Priority
Twizel Boat Ramps	Reform boat ramps into Lake Ruataniwha	5000		
Market Place Footpath link	Construct concrete footpath from Creche to Mt Cook St	10000	Tasked to WS	
Bridge removal or hand over	Consult on removal or hand back Bridge No 33, 73 and 92			
Minor Improvements	Develop list and confirm projects for this year	183000		
	Clayton Rd Seal Widening	150000	1km completed and contract in place for further 4km	
	Fairlie	10000		
	Tekapo	10000		
	Twizel	10000		
	School Rd Footpath			
Lake Ruataniwha Picnic Access	For forming and finishing and car park	10000	Completed	
Reseals	Inspections	349000		
	Advise contractor of list and get pre reseal repairs complete			
	Contract Documents complete and tenders called			
	Physical works complete			
	Contract follow ups, previous maintenance requirements			
Metalling	Confirm list roads requiring metal and quantity of metal	280000		
	Manufacture metal			
	Apply metal			
Roadmarking Contract	Contract Documents complete and tenders called	40000		
	Physical works complete			
	Pay Contractor			

	Info to TDC			
Area Wide Pavement Rehab	Identify with reseals then determine how the work will be completed	190000		
Footpath Reseal	Confirm reseal list	88800		
	Pre -reseal repairs completed			
	Tender works			
	Physical works complete			
AMP	Review document and update			
Ramm Data	Update data			
	Roughness and rating Talk to Waimate to see if we can combine services			
North West Arch verges	Carry \$5000 over from this year and then work in with Telecom to get the maximum completed	10000		
Road Occupation legislation - Reporting	Keep up to date with progress			
Street light Maintenance Contract	Contract in place, combine with TDC?			
	Bollard trial – confirm acceptability and way forward			
Bridge Inspections	Review Programme			
Fairlie Footpath surfacing	Discuss with CB desired projects.	15480 10/11 15960 11/12		
Fairlie Street Scape improvement	Discuss with CB desired projects.	18000 14,580		
Market Place Scheme Assessment	Review when we have new imagery	5000		
South Opuha Bridge foundations	Programme work when river is lowest			
Traffic Count Programme	Report to P & S Committee			

NLTP	3 yr roading programme			
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Essential Services Projects

Project	Tasks	Budget	Progress	Priority
Sewer				
AMP	Review document and update			
Twizel Oxidation Ponds -Construction	Complete land purchase	50000		
	Construct fence including signage			
	Metering			
Reserve	Install one pump chamber	3000		
Monitoring	Monitoring Reports			
Tekapo Foul Sewer	Infiltration investigation	5000		
	Install flushing valves	6000		
CCTV	Fairlie, Tekapo and Twizel	18000		
Data Loggers	Down load			

Water Supply

AMP	Review document and update			
Allandale Water supply	Agree Protozoa risk category with MOH and complete PHRMP	15000		
	Meter and Consent variation			
Puneroa Eversley SWR	Meet with Ecan to determine where to from here.			
	Scheme assessment for new scheme or supply further information for existing consent			
Ashwick Opuha SWR	Put in place monitoring conditions etc			
Fairlie Water Supply	Agree Protozoa risk category with MOH and complete PHRMP			
Alloway St	Model supply and lay 150mm if appropriate	130000		
Martin Street	Replace pipe	10000		
Bank Street	Replace pipe	30000		

Regent Street	Rider Main	10000		
Fairlie Treatment	Design treatment and storage to tender stage	140000		
Twizel Water Supply - Existing	Agree Protozoa risk category with MOH and complete PHRMP	50000		
	Obtain DoC approval			
	Obtain F & G approval			
	Obtain Consent			
	Monitoring as Required by Consent			
	Catchment Risk Assessment			
Twizel Water Supply - Existing	Temporary Chlorination	20000		
Twizel Water Supply - New	Investigate bores & complete investigation	160000		
	Water quality and quantity testing			
	Scheme assessment			
	Report to Council			
	Scheme design started			
	Land entry confirmed			
Manuka Tce Water Supply	Investigate bores & complete investigation	105000		
	Water quality and quantity testing			
	Scheme assessment			
	Report to Council			
	Confirm commitment to proceed			
	Resource Consent Application Lodged			
	Scheme design started			
	Land entry confirmed			
Tekapo Treatment	Scheme Assessment	175,000		
	Agree Protozoa risk category with MOH and complete PHRMP			
	Complete treatment design and construction			
Stormwater				
AMP	Review document and update			

Stormwater Consent	Prepare and lodge a global consent for stormwater disposal off private properties			
District wide	Regular testing			
Monitoring	Monitoring Reports			

Stolid Waste

AMP	Review document and update			
Solid Waste Review	Sign Heads of Agreement		Completed	
	Develop Contract			
	Sign Contract			
	Implement Education			
	Tidy RRP's			
	Sort HR issues			
	Deliver Bins etc			
	Implement Proposal			

MACKENZIE DISTRICT COUNCIL

REPORT TO: PROJECTS AND STRATEGY COMMITTEE

SUBJECT: CANTERBURY WASTE JOINT COMMITTEE (CWJC) AGREEMENT

DATE: 5 JULY 2011

REF: WAS 18/4

REASON FOR REPORT

The purpose of this report is to request that council consider and approve the amended Constituting Agreement of the Canterbury Waste Joint Committee (CWJC) of which the council is a member.

RECOMMENDATIONS:

1. That the report be received.
2. That Mackenzie District Council continue to be an active member of the Canterbury Waste Joint Committee (CWJC).

BERNIE HAAR
ASSET MANAGER

GLEN INNES
CHIEF EXECUTIVE OFFICER

BACKGROUND

The structure of the CWJC and its governing Constituting Agreement is being changed because Environment Canterbury (ECAN) has withdrawn from active participation with the CWJC and has also withdrawn its shared funding for regional waste initiatives as from 1 July 2011.

The CWJC is a joint committee under the Local Government act 2002 with delegated authority to deal with all matters relating to regional waste minimisation initiatives across the region, in order to reduce the volumes of solid waste sent to landfill. Regionally coordinated waste minimisation initiatives are undertaken in addition to what Territorial Authorities are achieving in terms of their own waste management plans.

At present the following ten councils are members of the joint committee:

Ashburton District Council

Canterbury Regional Council (will withdraw commitment on 1 July 2011)

Christchurch City Council

Hurunui District Council

Kaikoura District Council

Mackenzie District Council

Selwyn District Council

Timaru District Council

Waimakariri District Council

Waimate District Council

On 9th August 2010 Commissioner Tom Lambie advised the CWJC about Environment Canterbury's proposal to withdraw from the CWJC. This was formally confirmed on 26th August 2010 and also resolved that ECAN would

- a.. remove itself from the Canterbury Hazardous Waste Subcommittee and any current and future responsibility for servicing the subcommittee, including any subsequent changes to Project Levels of Service and Funding;*
- b.. Approve the change in status of ECAN on the CWJC from member to observer, and notes that as an act of good faith will contribute the agreed contribution for the 2010/2011 year;*
- c.. request staff work with the territorial authorities to ensure agreed work programmes are delivered.*

On 14th February 2011 the CWJC considered a report to make some changes to its constituting agreement, brought about by this decision to withdraw from the CWJC.

The proposed changes have been incorporated in the attached constituting agreement and are explained below. If the agreement is approved unchanged by all member councils then it is scheduled to come into effect on 1st July 2011. If however one or more councils propose changes to the agreement then such changes would need to be referred back to the joint committee for consideration in the first instance and then resubmitted to all member councils for further consideration

The changes to the constituting agreement cover the following:

a..Funding:

ECAN currently contributes 25% of the annual \$150000 budget so as from 1st July 2011 the regional waste minimisation budget would be reduced by \$37500. An annual budget of \$112000 as from 1st July 2011 is proposed, and the agreement has been updated with recent population statistics, which are used to apportion the budget contribution from member TLA's

b..Hazardous Waste Subcommittee:

The committee needs to consider the position of the hazardous waste subcommittee which has to be chaired by an ECAN representative and is serviced by ECAN and has historically been funded by

ECAN and the TLA's. Future funding of hazardous waste strategy implementation will be done solely by ECAN.

c..Membership and Quorum:

Updated to reflect the reduction in number of representatives from 13 to 11.

d.. Electronic meetings.

A new clause will be added to provide for attendance of meetings by phone or video conference.

Venues used for this will still need to be advertised in the usual manner and be open to the public.

The proposed changes have been drafted by the Christchurch City Council Legal Services Unit.

Financial Implications and Risks.

The new budget is \$112000. MDC's portion of that is 0.71% (less than 1%) which is \$800. This is already allowed for in our budget.

Benefits to MDC

MDC has in the past been provided with the following:

Waste Oil Facility at Fairlie and Twizel

Hazardous Waste Container at Fairlie

Bunded concrete pads and cages at Twizel and Fairlie

Spill Kits at Twizel, Tekapo and Fairlie

Signage

Approved Handler Course for staff.

Public Event Rubbish and Recycling bins at Twizel

Target Sustainability Project at the Mt Cook Hermitage.

Hazardous Chemical Collection

In my view MDC have received services and advice far in excess of our \$800 contribution.

The CWJC take on other projects as well as the above.

Some of these are:

Compost product development for farming,

Evaluation of web based education tool for schools

Collection of used compact fluorescent tubes

Setting up of a regional used tyre collection

Setting up of a regional chemical collection

CWJC also have an influential voice at MfE, the Glass Forum and the Packaging Council. Both the elected members on it and the staff are all passionate about the reduction of waste and reduction of harm that waste can cause.

For some years the Council and Community Board have been reviewing the delivery of water supply to Twizel township and in particular reviewing the relocation of the source to a more desirable location.

ATTACHEMENTS

CONSTITUTING AGREEMENT OF THE CANTERBURY WASTE JOINT COMMITTEE JUNE 2011

**ASHBURTON DISTRICT COUNCIL
CHRISTCHURCH CITY COUNCIL
HURUNUI DISTRICT COUNCIL
KAIKOURA DISTRICT COUNCIL
MACKENZIE DISTRICT COUNCIL
SELWYN DISTRICT COUNCIL
TIMARU DISTRICT COUNCIL
WAIMAKARIRI DISTRICT COUNCIL
WAIMATE DISTRICT COUNCIL**

CONSTITUTING AGREEMENT
CANTERBURY WASTE JOINT COMMITTEE

MEMBERS

ASHBURTON DISTRICT COUNCIL, CHRISTCHURCH CITY COUNCIL, HURUNUI DISTRICT COUNCIL, KAIKOURA DISTRICT COUNCIL, MACKENZIE DISTRICT COUNCIL, SELWYN DISTRICT COUNCIL, TIMARU DISTRICT COUNCIL, WAIMAKARIRI DISTRICT COUNCIL, and **WAIMATE DISTRICT COUNCIL**, and their successors, all local authorities under the Local Government Act 2002 (collectively “the Councils” and individually “a Council”)

BACKGROUND

The Canterbury Waste Joint Committee is a joint committee under the Local Government Act 2002 with delegated authority to deal with all matters relating to the volumes of solid waste sent for disposal through regional waste minimisation initiatives identified by the Committee, including but not limited to allocating the annual funding of the joint committee as set out in the Constituting Agreement.

A.

TERMS OF THIS AGREEMENT:

EFFECTIVE DATE

1. This Agreement shall come into effect on 1 July 2011.

COMMITTEE

2. Pursuant to clause 30(1) and (5) of Schedule 7 to the Local Government Act 2002 the Councils shall appoint and constitute a joint committee which shall be known as the Canterbury Waste Joint Committee (“the Committee”).
3. The Committee shall consist of a maximum of eleven members as follow:
 - (a) three elected members of the Christchurch City Council;
 - (b) eight members made up of one elected member from each of the other Councils.
4. The Committee shall report to the Councils at least annually on the exercise of the Committee’s functions.

SUBCOMMITTEE

5. The Committee may :

appoint a subcommittee of the Committee to be known as the Canterbury Hazardous Waste Subcommittee (“the Subcommittee”) pursuant to clause 30(2) of Schedule 7 of the Local Government Act 2002;

ensure at least one elected member of each of Christchurch City Council and another Council shall be members of the Subcommittee. The chairperson of the Subcommittee shall be an elected member of the Committee. In all other respects the composition of the Subcommittee shall be as determined by the Committee from time to time;

direct the Subcommittee in such manner as it sees fit from time to time as provided for in clause 30(4) of Schedule 7 of the Local Government Act 2002;

appoint such other subcommittees as it sees fit from time to time.

TERMS AND CONDITIONS OF ENTRY

6. The Councils may only allow other councils to join the Committee on such terms and conditions as are agreed unanimously by the Councils.

WITHDRAWAL OF COUNCIL

7. A Council may only withdraw from the Committee if that Council has complied with all of its obligations under this Constituting Agreement up to the date of withdrawal and agrees to satisfy its continuing obligations (if any) in a manner which is satisfactory to all of the remaining Councils.

AVOIDANCE OF DISCHARGE

8. The Councils declare that they have each resolved that the Committee and the Subcommittee shall continue to function after a triennial election with the same delegated functions, duties, powers and voting rights that existed prior to that election and accordingly the Committee and the Subcommittee shall not be discharged under clause 30(7) of Schedule 7 to the Local Government Act 2002.

QUORUM

9. The quorum for a meeting of the Committee is six members at least one of whom is a member appointed by Christchurch City Council.
10. The quorum for a meeting of the Subcommittee shall be:
 - (a) half of the members if the number of members (including vacancies) is even, or
 - (b) a majority of members if the number of members (including vacancies) is odd, and;in both cases at least one of whom is a member of Christchurch City Council and one of whom is a member of another Council.

APPOINTMENT AND DISCHARGE OF MEMBERS

11. The power to discharge a member of the Committee and to appoint another in his or her stead, may only be exercised by the Council that made the appointment.

CHAIRPERSON AND DEPUTY

12. The Committee shall appoint a chairperson (who must be an elected member appointed by Christchurch City Council) and a deputy chairperson (who must be an elected member appointed by another Council other than Christchurch City Council).

MEETINGS/STANDING ORDERS

13. Meetings of the Committee shall be held at Christchurch (unless otherwise agreed) at such times as may be appointed and as are necessary for the performance of the functions, duties and powers delegated under this Agreement. The rules regulating the proceedings of the Committee shall be those set out in NZS 9202:2001, "Model Standing Orders for Meetings of Territorial Authorities, Regional Councils and Community Boards" as varied in accordance with this Agreement. For the purposes of clause 25 of the NZS 9202:2001 the "principal administrative officer" means the Chief Executive of the Christchurch City Council or his delegate.
14. Attendance of meetings via telephone or video links from venues outside Christchurch is permitted. Such additional venues will be publicly notified in the same way as the main meeting is notified, and will be open to the public in the same way as the main meeting.
15. Any resolution requiring a decision on a matter of significance to be considered at a meeting of the Committee must be the subject of prior notice which ensures that each member is fully and fairly informed of the background and rationale for any proposal to be considered and the period of notice must be sufficient to enable every member to consult with his or her appointing Council.

VOTING

16. Notwithstanding anything to the contrary in Model Standing Orders NZS 9202:2001 voting at meetings of the Committee shall be:
 - (a) in respect of any matter where the decision relates to the setting of policy and/or a commitment to expenditure:
 - (i) by the members appointed to represent the Christchurch City Council, three votes (which votes may only be cast as a block and may not be split);
 - (ii) by the members appointed to represent the other Councils, one vote each;
 - (b) in respect of any matter delegated by any one or more of the Councils on the basis that a specified voting regime will apply, in accordance with that specified regime;
 - (c) in respect of all other matters, on the basis of one vote per member.
17. To the extent that it may be necessary all of the Councils shall procure an amendment to their standing orders to permit voting on the basis set out in clause 16.

CASTING VOTE

18. In all cases where there is an equality of votes the chairperson shall have a casting vote.

Where a casting vote is to be exercised the following principles shall apply:
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- (a) the casting vote is to be used in the best interests of the Canterbury community represented by the Councils considered together;
- (b) the casting vote is to be used in the best interests of the Councils considered together;
- (c) the Committee members shall use their best endeavours to avoid use of a casting vote, by obtaining consensus;
- (d) the casting vote shall not to be used unreasonably in favour of any one Council.

DELEGATIONS

19. All delegations made by the Councils to the Committee shall record the functions, duties and powers that have been delegated in writing and may set out:
- (a) the extent to which the Council may be bound in respect of those delegated functions, duties and powers that are delegated;
 - (b) the limit (if any) to which the Council can be committed to expenditure of funds in pursuance of those delegated functions, duties and powers;
 - (c) the circumstances in which (if any) the Council can withdraw those delegated functions, duties and powers in whole or in part.

FUNDING

20. The annual funding amount for regional waste minimisation will be \$112,000 per year. This amount will be adjusted annually for inflation using the annual percentage change in the Consumers Price Index at June of each subsequent year. Should the annual funding amount need to be increased, the Committee will provide a detailed proposal for consideration by all Councils.
21. All Councils will contribute towards the funding of joint regional waste minimisation initiatives, unless otherwise expressly agreed at the time, shared as follows:

Councils	Estimated Population *	Population and Funding %
Christchurch	376,700	66.80
Waimakariri	47,600	8.43
Hurunui	11,100	1.96
Selwyn	39,600	7.01
Ashburton	29,400	5.21
Kaikoura	3,800	0.67
Waimate	7,550	1.33
Mackenzie	4,010	0.71

Timaru	44,400	7.88
TOTAL	564,160	100

2010 Statistics New Zealand Subnational Estimates

The funding obligation of the Councils may be redistributed between them from time to time as decided by the Committee to more accurately reflect the then current population figures.

22. Each Council shall ensure that it pays its due proportion of all such expenditure on the due date for payment, without deduction or set off.

ADMINISTRATIVE COSTS

23. Christchurch City Council agrees to provide such management, administrative, secretarial and accounting services as the Committee shall reasonably require at no cost to the other Councils. Nothing in this clause shall prevent any Council agreeing to make a contribution towards those costs. For the avoidance of doubt, where Christchurch City Council is directed to source any such services (ie other than from its own staff) the costs incurred shall be recoverable from the Councils under clause 21.

GOOD FAITH NEGOTIATIONS

24. In the event of any circumstances arising that were unforeseen by the Councils at the time of entering into of this Agreement or in the event of a dispute in any way relating to this Agreement the Councils will negotiate in good faith to resolve that dispute or to add to or vary this Agreement in order to resolve the impact of those unforeseen circumstances in the best interests of:

- (a) the Councils represented on the Committee considered together; and
- (b) the Canterbury community represented by the Councils considered together.

ARBITRATION

25. Any dispute arising out of the interpretation of this Agreement, including any question regarding its existence, validity or termination, which cannot be resolved by good faith negotiations under clause 24 shall be referred to arbitration.
26. If the Councils are unable to agree upon the appointment of a single arbitrator within 10 working days of the receipt of written notification of the desire of a party to have a dispute arbitrated, or if any arbitrator agreed upon refuses or fails to act within 10 working days of his or her appointment, then any party may request the President for the time being of the Canterbury District Law Society to appoint an arbitrator and the arbitration shall be carried out in accordance with the Arbitration Act 1996. For the purposes of this clause "working day" has the meaning attributed to those words in Section 2 of the Resource Management Act 1991.
27. In this clause time shall be of the essence and the Councils agree to be bound by any arbitration decision, determination or award.

SERVICE OF NOTICES

- 28. Any notice required to be served under this Agreement may be served in the manner provided in Section 152 of the Property Law Act 1952 and in any event shall be deemed to be served if actually received.
- 29. A notice under clause 28 must be addressed:
 - (a) in the case of Christchurch City Council or the Committee for the attention of the Legal Services Manager at the Civic Offices, 53 Hereford Street, Christchurch (PO Box 73013, Christchurch); and
 - (b) in the case of every Council other than Christchurch City Council, for the attention of the Principal Administrative Officer of the Council to whom the notice is addressed, to that Council at its principal administrative office.

EXECUTED by the Councils on the dates set out below

THE COMMON SEAL of)
ASHBURTON DISTRICT COUNCIL)
was affixed in the presence of)

THE COMMON SEAL of)
CHRISTCHURCH CITY COUNCIL)
was affixed in the presence of)

THE COMMON SEAL of)
HURUNUI DISTRICT COUNCIL)
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KAIKOURA DISTRICT COUNCIL)
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SELWYN DISTRICT COUNCIL)
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WAIMATE DISTRICT COUNCIL)
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CONCLUSIONS

I see there is still value in Mackenzie being part of this joint waste committee and I recommend that we renew our commitment to this group.

Currently Mayor Claire Barlow is our representative on this committee.