

Infrastructure Services Committee

AGENDA

Notice of Meeting:

A meeting of the Infrastructure Services Committee will be held on:

Date: Thursday 12 March 2020
Time: To follow the Community Services Committee
Venue: Council Chamber
137 Havelock Street, Ashburton

Membership

Chairperson	Stuart Wilson
Deputy Chairperson	Lynette Lovett
Members	Leen Braam Rodger Letham Diane Rawlinson Mayor Neil Brown (ex-officio)

Infrastructure Services Committee

Timetable	
2.30pm (approx.)	Meeting commences

ORDER OF BUSINESS

- 1 Apologies**
- 2 Extraordinary Business**
- 3 Declarations of Interest**

Minutes

- | | | |
|----------|---|----------|
| 4 | Infrastructure Services Committee 30/01/20 | 3 |
| 5 | Ashburton District Road Safety Co-ordinating Committee 11/02/20 | 5 |

Reports

- | | | |
|----------|--|-----------|
| 6 | Central South Water Collaboration | 10 |
| 7 | Ashburton Car Club Road Closures – Street sprints & Night Autocross and Standing Quarter-Mile Sprint Event | 39 |
| 8 | Six-monthly Performance Report | 45 |

6 March 2020

4. Infrastructure Services Committee Minutes

Minutes of the Infrastructure Services Committee meeting held on Thursday 30 January 2020, commencing at 11.57am, in the Council Chamber, 137 Havelock Street, Ashburton.

Present

His Worship the Mayor, Neil Brown; Councillors Stuart Wilson (Chair), Leen Braam, Rodger Letham and Diane Rawlinson.

Also present:

Deputy Mayor Liz McMillan and Councillor Angus McKay.

In attendance

Hamish Riach (Chief Executive), Neil McCann (GM Infrastructure Services), Richard Mabon (Senior Policy Advisor), Craig Goodwin (Waste Recovery Manager) and Carol McAtamney (Governance Support Officer).

1 Apologies

Cr Lynette Lovett

Sustained

2 Extraordinary Business

Nil.

3 Declarations of Interest

Nil.

4 Infrastructure Services Committee Terms of Reference

Recommendation to Council

That Council adopts the Terms of Reference for the Infrastructure Services Committee.

Rawlinson/Braam

Carried

5 Submission on “Reducing waste – a more effective landfill levy”

- Point 15 – The need for a programme of work to evaluate the pros and cons of identifying and registering farm pits and their compliance status for farms that do not currently operate under a farm environment plan.
- Point 25 – remove the word ‘whether’

The Committee noted that the deadline for the submission is Monday 3 February.

Recommendation to Council

1. **That** Council receives the report; and
2. **That** Council notes that the waste disposal levy submission, incorporating the minor adjustments agreed by the Committee, has been forwarded to the Ministry for Environment.

Brown/Rawlinson

Carried

11 February 2020

5. Road Safety Co-ordinating Committee Minutes

Date: Tuesday 11 February 2020
Venue: Council Chamber, 137 Havelock Street, Ashburton
Time: 9.30am

1 Welcome and Apologies

That apologies for absence be received on behalf of Mayor Neil Brown, John Keenan (NZTA), Simon Bird (NZTA) Wendy Stewart (ACC), Lesley Symington (Safer Communities Mid Canterbury), Shane Cochrane (NZ Police – Commercial Vehicle Safety Team) and Brian Fauth (ADC Roding Manager).

Skevington/Rawlinson

Carried

Present:

Lynette Lovett (Chair)	ADC Councillor	Sue Newton	ACADS
Liz McMillan	ADC Councillor	Neil Simons	Mid Canterbury Principals Association
Diane Rawlinson	ADC Councillor	John Skevington	AA
Steve Burgerhout	NZ Police – State Highway	Bevan Findlay	FENZ
Sean Nilsson	NZTA	Daniel Naude	SCRS

In attendance:

Martin Lo	Graduate Engineer – Roding	Carol McAtamney	Governance Support Officer
Neil McCann	GM Service Delivery		

2 Notification of Extraordinary Business

Nil.

3 Confirmation of Minutes

That the minutes of the Ashburton District Road Safety Coordinating Committee meeting held on 3 December 2019, be taken as read and confirmed.

McMillan/Rawlinson

Carried

4 Reports

4.1 ACADS

Sue Newton

It was report that Tania Scott has resigned from her role at ACADS. Thanks and appreciation was extended to Tania for her input to the Road Safety committee.

The annual drink driving campaign was launched in conjunction with the Ashburton District Council buskers evening on 6 December 2019.

4.2 NZ Police/Commercial Vehicle Safety Team

A report from Steve Burgerhout (NZ Police – State Highway) providing statistics of road crashes/fatalities, and other road statistics was read to the committee

- There are a number of drivers on the road that have followed through the drivers licence process to a full licence and are breaching the conditions of their learner and restricted licences
- The Deputy Mayor advised that discussions are being held with various agencies with a view to establishing a programme that has an aim to see each Year 12/13 student leave school with a drivers licence

4.3 NZ Transport Agency (NZTA)

Sean Nilsson - report circulated

As part of the Government's multibillion infrastructure upgrade programme, there were two projects noted for the Ashburton district:

- SH1 Walnut Avenue intersection (traffic signals)
- SH1 Archibald Street Lagmhor/Agnes Street intersection (traffic signals)

No timeframe for these projects has been set at this point in time.

4.4 Ashburton District Road Safety

Martin Lo – report circulated

- Speed limit review – consultation period from 27 January to 8 March.
- Thompsons Track/Somerton Road – traffic counting will be undertaken in April. This is one year since the installation of the signage to monitor changes.

4.5 South Canterbury Road Safety

Daniel Naude – report circulated.

4.6 Fire and Emergency NZ

Nothing to report.

4.7 Automobile Association

John Skevington

- Expressed concerns over the proposed weigh station location being on the north side of the Rakaia River bridge on the corner of North Rakaia Road.
- Opposed to the recommendation that the Lake Hood speed limit be raised from 70 to 80kmph
- Concerns with the proposed location of traffic lights at the Lagmhor Road intersection, would be better at the Grahams Road intersection.

4.8 Mid Canterbury Principals Association

Neil Simons

- Requested the possibility of the speed limits around schools being included in the current speed limit review process.
- It was advised that all schools and parents of students should be encouraged to make a submission and indicate that they would be interested to come and speak to the hearing.

- Consultation period closed on 8 March 2020.
- Carew School have been expecting a Council visit in regard to improvements around the school roads. Martin Lo is to attend the next Principals Association meeting to explain the process.

5 Joint Road Safety Committee (ADC/SDC) – Proposal for Discussion

Selwyn District Mayor Sam Broughton visited the ADC recently and raised the possibility of ADC and SDC forming a joint road safety committee. Representatives from SDC are to be invited to the next meeting to sit in and observe how the meetings are run.

6 Terms of Reference – updated for the current term

Appendix 1

The terms of reference have been updated to reflect the changes from the 2019 Local Body Elections and to the membership group.

Amendments:

- Remove reference to GHD
- Ashburton Principals' Association to become Mid Canterbury Principals' Association

Recommendation to Council

That the terms of reference for the Ashburton District Road Safety Co-ordinating Committee, incorporating the above amendments be recommended to Council for adoption.

Simons/Skevington

Carried

7 2020 Meeting Dates

The proposed meeting dates for the 2020 calendar year are: Tuesday 11 May, Tuesday 11 August and Tuesday 10 November.

Next Meeting – Tuesday 11 May 2020 – 9.30am.

Meeting closed at 10.50am.

Ashburton District Road Safety Co-ordinating Committee Terms of Reference

Purpose and Scope

The Ashburton District Road Safety Co-ordinating Committee (ADRSCC) is a community committee, administered by the Ashburton District Council. It is recognised by all participants that to effectively address road safety issues in Ashburton District it will require an integrated combination of engineering, education, and enforcement approaches and initiatives. The committee has, since its inception in 1995, worked collaboratively to promote this.

In undertaking its functions the ADRSCC is to consider road safety matters as they relate to all roads in the Ashburton District, including State Highways, and to all users of these roads.

The ADRSCC should also consider road safety matters as they relate to neighbouring territorial authority areas, the Canterbury region and New Zealand as a whole when more integrated approaches are considered beneficial to the promotion of road safety.

Vision: Ashburton District has safe roads, roadsides and road users which contribute to an ongoing reduction in injuries and fatalities on our roads.

Membership

Membership of the ADRSCC consists of representatives from the following agencies / organisations. Each of the agencies / organisations will endeavour to have at least one representative on the ADRSCC at any one time.

- Ashburton District Council
 - 3 Councillors plus the Mayor (ex officio)
 - Council Roading Officers (including the Graduate Engineer - Roading)
- New Zealand Transport Agency
- New Zealand Police
- ACC
- ACADS
- NZ Automobile Association
- Mid Canterbury Principals' Association
- FENZ
- South Canterbury Road Safety Co-ordinating Committee
- GHD

The quorum will be representatives of not less than half the member agencies, with at least one Ashburton District Council elected member present.

- Committee membership is not limited to the above agencies and may include membership from other agencies, organisations or skilled individuals if it is considered by the Committee that they will contribute to achieving the purpose of the District's Road Safety Strategy. Additional members need to be approved by majority vote by the Committee.
- Committee membership will continue until such time as any member wishes to resign, and in that case that member can nominate another person from their agency in their place.
- All members must agree to support the terms of reference.

Key Actions and Functions of the ADRSCC

The ADRSCC will undertake the following core functions to contribute to achieving the Committee's vision:

Support and encourage education programmes that promote safer journeys within Ashburton District.

- Support and encourage visible policing campaigns that have a road safety focus.
- Work collaboratively to prepare an annual Road Safety Action Plan.
- Ensure the efficient and effective delivery of projects and initiatives included in the Road Safety Action Plan.
- Raise the profile of road safety initiatives within member organisations and the wider community.
- Provide networking and information sharing opportunities with regular reporting by member organisations on their projects and priorities.
- Advocate for improved road safety both in the district and nationally.

District Road Safety Action Plan

The Ashburton District Road Safety Action Plan is prepared annually by the ADRSCC and identifies the local road safety goals and actions the Committee will focus on for the year.

The Action Plan details links with the goals and priorities of the "Safer Journeys" strategy and local priorities identified by the ADRSCC. Additional priorities in the Road Safety Action Plan may be added by the Committee. Goals and priorities will be reviewed at least every two years.

The goals of the current Ashburton District Road Safety Plan are:

- 1) A reduction in the number of casualties from crashes involving 16-25 year old drivers and passengers
- 2) A reduction in the number of fatal and serious casualties from crashes involving alcohol or drug impaired drivers
- 3) A reduction in the number of fatal and serious casualties from speed related crashes
- 4) A reduction in the number of fatal and serious casualties from crashes at intersections
- 5) A reduction in the number of motorcyclists killed and seriously injured.
- 6) A reduction in death and serious casualties from lack of restraint, impairment, distraction, speed and fatigue.

Meetings

- The Committee will meet four times a year at the Ashburton District Council. Meetings will generally be open to the public. *(A section may be included on an agenda for items that would be reasonably expected to be considered with the public excluded.)*
- The Committee will be chaired by one of the Council elected members. In the current term, Cr Lynette Lovett is the appointed Chair.
- In the absence of a Council elected member, the Committee will be chaired by the Roading Manager.
- All Committee members have full voting rights.
- Council's Standing Orders will not apply to this Committee.
- Recommendations for agenda items are invited from Committee members no later than 7 days before the date of the meeting.
- Committee decisions and activities are reported through Council's Infrastructure Services Committee.
- Technical officer and administration support will be provided by Council's Infrastructure Services Group and Governance Team including notice of meeting to members, agenda preparation and minutes. Agendas will be circulated not less than 5 days before the meeting.

Date Adopted:

(TBC 9 April 2020)

6. *Central South Water Collaboration*

Author	Andrew Guthrie, Assets Manager
Activity Manager	Andrew Guthrie, Assets Manager
General Manager responsible	Neil McCann, Group Manager Service Delivery

Summary

- The purpose of this report is update the Committee on the progress on investigations into potential voluntary changes to three waters service delivery, and an associated Application for Funding through Department of Internal Affairs (DIA).
- The members of the Central South Water Collaboration are: Ashburton District Council; Mackenzie District Council; Timaru District Council; Waimate District Council; and Waitaki District Council.
- Officers from the participating councils have met on three occasions to date.
- The work completed so far indicates merit in further work to determine what voluntary collaboration might look like and the benefits that it could yield.
- The group is initially aiming to develop an indicative business case to explore collaborative water arrangements.
- Funding assistance to support this work is available through the DIA. An application for funding has been made.

Recommendation

- 1. That** the Infrastructure Committee receives the Central South Water Collaboration report.

Appendix 1 – Cover letter and application

Background

1. The Government is continuing its review of the three waters activities and some of the initial changes are starting to take shape.
2. On 11 December the Taumata Arowai – Water Services Regulator Bill was introduced to Parliament. The first reading was on 17 December and it is now at select committee stage. This legislation will establish, and provide the legal framework for, the new regulator.
3. In January 2020, Cabinet considered advice on improving New Zealand’s three waters service delivery and funding arrangements. The Government confirmed its commitment to partnering with local government to consider options for transitioning councils to new service delivery arrangements, allowing for safer, more affordable and reliable three waters services across the country.
4. The Government acknowledges that local authorities are well-placed to provide technical insights, and bring together knowledge of local issues, to improve their existing water service delivery arrangements and deliver better services to communities.
5. Some regional groupings of local authorities have already begun to explore options and solutions to collaboratively improve their water service delivery arrangements. To support these proposals, the Government has agreed to provide, on a case-by-case basis, financial assistance to eligible regions that are investigating financially sustainable service delivery changes.
6. The members of the Central South Water Collaboration are: Ashburton District Council; Mackenzie District Council; Timaru District Council; Waimate District Council; and Waitaki District Council. *(Note:- This has been referred to in previous Council papers as the Aoraki Water Collaboration, however the name has been reconsidered in order to reflect the wider area of coverage of the group).*
7. Officers from the participating councils have met on three occasions to date. The work completed so far indicates merit in further work to determine what voluntary collaboration might look like and the benefits that it could yield.
8. The group is initially aiming to develop an indicative business case to explore collaborative water arrangements.
9. Funding assistance to support this work is available through the DIA. An application for funding has been made.
10. Please refer to **Appendix 1** for covering letter and application.

Legal/policy implications

11. The legislation to establish the new regulator will make its way through Parliament and likely be enacted in some form around mid-2020.
12. Further legislation will be progressed through the Water Services Bill, which will contain all of the details of the new drinking water regulatory system, and provisions relating to source water protection and Taumata Arowai's wastewater and stormwater functions.
13. This Bill is being developed over a slightly longer timeframe, and is expected to be introduced to Parliament this year and enacted toward the end of this year.

Financial implications

Requirement	Explanation
What is the cost?	\$120,000 split across member councils pro-rata by population. This would mean costs in the order of \$35,000 for the ADC share.
Is there budget available in LTP / AP?	Yes. This will be incurred across the current and next financial years. It is believed it can be managed within existing budget provisions.
Where is the funding coming from?	The asset management line item covers for AMP improvement, infrastructural asset valuation works and hydraulic modelling, across the three waters activities. It is proposed that a portion of this budget could be redirected for this work without impacting significantly on levels of service.
Are there any future budget implications?	No. Nothing identified at this stage.
Finance review required?	No.

Significance and engagement assessment

Requirement	Explanation
Is the matter considered significant?	Receiving the report is not considered significant, however the potential findings from the investigation is considered significant.
Level of significance	The matter was assessed with a significance score of 50% which is considered to be of medium significance.
Level of engagement selected	It would be appropriate at this stage to simply inform the community of the work that is being progressed.
Rationale for selecting level of engagement	Given the very early stages of what will be a long process, providing information on this work is all that is deemed necessary. As the indicative business case is developed and the concept and range of service delivery options becomes clearer there will be opportunity for the community to contribute to the process.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Next steps

14. The next meeting of the Central South Water Collaboration is scheduled to be held in Ashburton on 22 April.
15. The outcome of the funding request through the DIA will become known by end of April.

Date	Action / milestone	Comments
22 April 2020	Central South Water Collaboration meeting	
30 April 2020	Outcome of funding application will be known and subsequently reported to Council.	

2 March 2020

Department of Internal Affairs

Via: Threewaters@dia.govt.nz

Dear Phillip Eyles

RE: Application for Funding: Voluntary change to three water service delivery

Please find attached the Central South Water Collaboration's funding application.

The collaboration comprises:

- Ashburton District Council
- Mackenzie District Council
- Timaru District Council
- Waimate District Council
- Waitaki District Council

A significant amount of work has occurred to date. The group has convened three times to understand the options for working collaboratively within the changing three waters landscape given the ongoing Government-led Three Waters Review.

This work included the development of an Investment Logic Map, initial optioneering and an Outline Strategic Case to outline the case for change, which informed the decision to apply for funding to continue these investigations.

Please contact me directly if you have any questions or need any further information.

Yours faithfully



Ashley Harper, CPEng MBA BE
Senior Programme Delivery Manager

e. ashley.harper@timdc.govt.nz

p. 03 687 7260

Application for Funding

Voluntary change to three water service delivery

About this form

This form enables you to make an application for funding from the Department of Internal Affairs for the consideration of voluntary change to three waters service delivery.

Purpose of the funding

This funding provides support for the identification, detailed investigation and consultation on improvements to regional or sub-regional improvements to three waters service delivery. The improvements to three waters service delivery must include drinking water quality, environmental performance, resilience, capability and capacity. It is also important the changes provide a more sustainable financial basis for all the councils involved.

Completing this form

Please complete all sections fully and accurately. Square brackets and italics indicate guides.

Please see the DIA website, or email ThreeWaters@dia.govt.nz, for further support.

Submitting your application

All completed forms must be emailed to ThreeWaters@dia.govt.nz with a clear subject heading.

Next Steps

Applications will be assessed for eligibility, as well as how well they will deliver on the aims of the funding. One of our team will be in contact regarding your application.

Funding Agreement

The template funding agreements can be found on the [Department of Internal Affairs website](#)

Public disclosure

In the interests of public transparency, successful applications may be published by the Department of Internal Affairs.

Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982. Please identify by highlighting any information in your application that you regard as commercially sensitive or as personal information for the purposes of the Privacy Act 1993.

Part A: Key Details

1. Proposal Title: Central South Water Collaboration Indicative Business Case

2. Please provide a very brief description of the project/activity:

[If you had 30 seconds, or 50 words, to explain to someone with no knowledge of your sector what your project is, what would you say... i.e. what you will be doing, why, and what the outcome will be]

The Central South Water Collaboration comprises five Territorial Authorities who are investigating whether a collaborative approach to water services delivery could benefit their Councils and communities; leading to improved public health and environmental outcomes. The aim of this project is to develop an Indicative Business Case to explore collaborative water service arrangements that best meet and respond to local and national objectives and circumstances. The process will identify a preferred option to investigate further and discuss with local communities, through the delivery of an Indicative Business Case, so that the decisionmakers can make an informed choice on a way forward.

3. Please provide the details of the applicant organisations/entities for which funding is being requested:

Legal Name:	Ashburton District Council		
Entity Type:	Territorial Authority		
Registered Offices / Place of Business:	5 Baring Square West, Ashburton 7700		
Organisation's Website:	https://www.ashburtondc.govt.nz/		
Contact Name and Role:	Hamish Riach		
Email Address:	Hamish.Riach@adc.govt.nz	Telephone:	(03) 307 7700

Legal Name:	Mackenzie District Council		
Entity Type:	Territorial Authority		
Registered Offices / Place of Business:	53 Main Street, Fairlie 7925		
Organisation's Website:	http://www.mackenzie.govt.nz/		
Contact Name and Role:	Suzette van Aswegen		
Email Address:	suzette.vanaswegen@mackenzie.govt.nz	Telephone:	0800 6858 514

Legal Name:	Timaru District Council		
Entity Type:	Territorial Authority		
Registered Offices / Place of Business:	2 King George Place, Timaru Central 7910		
Organisation's Website:	https://www.timaru.govt.nz		
Contact Name and Role:	Bede Carran		
Email Address:	bede.carran@timdc.govt.nz	Telephone:	03 687 7200

Legal Name:	Waitaki District Council		
Entity Type:	Territorial Authority		
Registered Offices / Place of Business:	20 Thames Street, Oamaru 9400		
Organisation's Website:	https://www.waitaki.govt.nz		
Contact Name and Role:	Fergus Power		
Email Address:	fpower@waitaki.govt.nz	Telephone:	03 433 0300

Legal Name:	Waimate District Council		
Entity Type:	Territorial Authority		
Registered Offices / Place of Business:	125 Queen Street, Waimate 7924		

Organisation's Website:	https://www.waimatedc.govt.nz		
Contact Name and Role:	Stuart Duncan		
Email Address:	stuart.duncan@waimatedc.govt.nz	Telephone:	03 689 0022

4. Please provide the contact details for a person as a key point of contact for this application:

Contact Name and Role:	Ashley Harper CPEng MBA BE, Senior Programme Delivery Manager, Timaru District Council		
Email Address:	ashley.harper@timdc.govt.nz	Telephone:	027 431 0649

5. What is the activity / funding start and end date?

Start Date:	1/05/2020	Completion Date:	31/12/2020
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6. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excluding GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
Government funding (through this application)	\$120,000	
Central South Water Collaboration participating Councils – via population split	\$120,000	In principle
Total:	\$240,000	

7. There is an assumption that government funding will be provided on a 50/50 basis. Please comment below if your application deviates from this.

NA

8. How is the project connected to regional (and sector) stakeholders and frameworks?

[Please provide an overview, including any evidence where appropriate of any relevant local and regional support, either via existing regional mechanisms, or through any other relevant body (i.e. iwi, hapū, DoC or other representative group).]

The Central South Water Collaboration includes Ashburton, Mackenzie, Timaru, Waitaki and Waimate District Councils. This sub-group of five districts in the Canterbury Region are geographically co-located covering an area comparable to or larger than many Regional Councils in the country. The districts are like-minded and share similar sector and population profiles, as well as common issues and opportunities regarding three waters.

A second regional grouping of North Canterbury Territorial Authorities is also exploring opportunities for collaboration. Members of the two groups have met to discuss the applications and believe that completing investigations separately will deliver the best results due to the large number of Territorial Authorities in the region, and the different problem statements that are likely to arise. The Central South Water Collaboration is supportive of the North Canterbury Application and will continue to work with them. Both regional groupings will provide ongoing updates to the Canterbury Operations and Chief Executives Forum, which meets quarterly.

With that said, as part of this project we will consider an all of Canterbury approach and also look south to Otago-Southland.

The Canterbury Mayoral Forum is working on a plan for Canterbury 2020-22, the priorities of which are currently being confirmed. The security of drinking water supplies and delivery of three water services have been identified as high priorities for the group. The mayoral lead for three-waters, Gary Kircher (Waitaki District Council) within the Central South Water Collaboration and will ensure ongoing updates are provided to the Mayoral Forum.

This project is well-supported by the individual participating Territorial Authorities. The secretariat of the Canterbury Chief Executive and Mayoral Forums is Environment Canterbury who are supportive of the application. Through these forums other councils within the region are also aware of the application.

Initial contact has been made with Aoraki Environmental Consultancy Limited (iwi advisory) regarding the application.

Substantial commitment has already been made by the five participating Territorial Authorities. Three initial collaboration workshops have been held with senior staff (November 2019, January and February 2020) to understand the options for working collaboratively together within the changing three waters landscape, given the ongoing Government-led Three Waters Review. The work completed by the group to date includes development of an Investment Logic Map (ILM), initial optioneering and drafting of an Outline Strategic Case to better understand the local case for change. These tools have supported the Territorial Authorities' decision to apply for further funding to continue their investigative work.



Figure 1: Members of the working group: Staff of Ashburton, Mackenzie, Timaru, Waimate, and Waitaki District Councils and Rationale Ltd. (February 28, 2020).

9. Confirm that public ownership of water assets will be retained

Confirmed.

10. How will your project improve three water service delivery?

[We want to understand how your project will meet the primary objective of the fund: “to improve three water service delivery”. Please provide a description of this and where relevant, please cover how your project contributes to the following outcomes:

This project will build on work already begun by the Central South Water Collaboration to understand key principles and objectives for collaborative water services, identify options for collaborative service delivery, and understand costs and wider impacts.

An Investment Logic Mapping (ILM) process was used to start a conversation about collaboration. This approach was well attended and demonstrated genuine willingness from the participating Territorial Authorities to think beyond their own districts. At the ILM workshop participating Territorial Authorities identified the following key problems (ILM attached, p20):

- Skill shortages exist at a local level and will deteriorate as water sector changes increase competition, failure to adapt puts the current operating models at risk.
- Minimum cost is often the focus, not best practice and compliance keeping customer fees low; which won't be possible under the new laws and rules.
- Environmental compliance standards and enforcement will increase, lifting public expectations, requiring increased investment.
- Drinking Water Standards and Receiving Water Environmental Standards non-compliance will not be tolerated by the new regulator, increasing the need for more monitoring, operating capability and investment.

They also identified three key benefits sought from future collaboration:

- Customers and Territorial Authorities are willing to fund first world services and value for money is delivered.
- Sufficient and sustainable human resources are available to meet mandatory standards, best practice and rising expectations.
- Meeting and demonstrating compliance to new standards and community expectations.

It should be noted that these early discussions are from the perspective of water practitioners, with capability and compliance particularly prominent. The group is also mindful of the affordability challenges for three water services, including the costs of meeting enhanced drinking water and environmental standards in the future.

Fund Outcome	✓	How will the project positively or negatively impact this outcome in the region(s) identified?
1. Improve drinking water quality and environmental performance	✓	<i>The project seeks to identify how collaboration can contribute to a culture of excellence and shared learnings that enable individual Territorial Authorities to go beyond compliance and achieve the best outcomes for mana whenua, the environment and their communities.</i>
2. Build capacity and capability in three waters management	✓	<i>Presently, the participating Territorial Authorities have challenges attracting, training and retaining staff for effective three water service delivery. Further, the size of each Council's team means that they have staff with particular strengths, but no Council is strong in every aspect of water service delivery. A collaborative model will facilitate sharing of resources and expertise, and from</i>

		<p>experience it will improve the attractiveness of roles to candidates.</p> <p>The region has a significant number of private water suppliers, who provide water to multiple connections. These groups are currently governed by boards of volunteers. These groups will leverage the outcome of these investigations to improve their own capacity and capability, hence improving their water management.</p>
3. Improve resilience and sustainability of water infrastructure within the region	✓	<p>Long-term resilience and sustainability of water assets and services is central to this discussion. Each of the Territorial Authorities face similar resilience issues including exposure to natural hazards and the effects of climate change.</p> <p>This project will also focus on resilience and sustainability in terms of funding, staffing and environmental impacts – both mitigating adverse effects as well as promoting positive outcomes through good investment and decision making.</p>
4. Build sufficient scale of three water providers to enable involvement in both infrastructure and services	✓	<p>Whilst the Central South Water Collaboration is not a region, it is larger geographically than most regional councils, which is potentially sub-optimal in accordance with current context.</p> <p>Additionally, all of the Territorial Authorities have a large number of very high water users. The group has 51,000 water connections but by volume, 50% of water is delivered to rural/industry connections which in effect use significantly more water than residential households. However, building scale will enable the collaboration to improve affordability and financial sustainability, coordination of resources, and unlocking other strategic opportunities to deliver better water management to the communities. The investigation will also explore opportunities to the north (North Canterbury Collaboration) and to the south (Otago-Southland Collaboration).</p>
5. Coordinate regional effort and support regional and/or sub-regional solutions	✓	<p>To date work has focused on the similarities and shared issues faced by the participating Territorial Authorities. The proposed project will be designed with these similarities as well as the unique community, environmental and operating considerations to inform a discussion on the right scale for future collaboration.</p> <p>The Canterbury Mayoral Forum, Chief Executive Forum and Operations Forum have all considered this application, and the application for the North Canterbury Territorial Authorities. Both groups will provide ongoing updates to these forums and they will continue to share their work going forward.</p>
6. Provide a more sustainable financial footing for three waters service providers	✓	<p>Central South Water Collaboration Territorial Authorities are already experiencing issues regarding the financial sustainability of their water service delivery. A core driver of this project is to identify how collaboration can improve the efficiency of existing financial models to meet increasing regulatory standards and higher community expectations.</p> <p>This project will help Territorial Authorities to understand future costs, and whether/how collaboration could assist them to meet these costs, ensuring water service delivery is financially sustainable and meets mana whenua needs.</p>
7. Enable growth and economic development opportunities to be unlocked	✓	<p>Each of the participating Territorial Authorities are experiencing population, economic and tourism growth in their districts, though the rate and nature of growth varies by area.</p>

		<p><i>Tourism is causing significant issues within some of the districts, particularly on peak days.</i></p> <p><i>This growth is placing pressure on existing infrastructure and services, increasing the need for Territorial Authorities to become more efficient and look for opportunities to share resources and information. This will help them to better meet the needs of current growth, and enable future growth to take place in a sustainable and desirable way.</i></p>
Total number of outcomes project contributes to	7/7	

Part C: Project Delivery

[Please note – this section refers to the actual activity associated with this application.]

11. Please provide an overview of the project management approach / plan for this activity.

[We would like you to demonstrate:

- How the activity will be managed from your organisation?*
- What involvement is required by the Department of Internal Affairs?*
- What other partners are required for successful delivery?*
- What project management practices will be in place?*
- Who are the key personnel within the organisation relating to this project?*
- Please include bio's and provide an organisational/project structure where possible.*

The governance structure for this project is attached (p16). The governance structure identifies key roles and workstreams, which are to be confirmed during project establishment.

The Project Manager will be a dedicated position for the project. The Project Manager will drive the project, hold the project team to account, and co-ordinate project activities including scheduling meetings and workshops, and handle the projects finances. It is important that this person has strong relationships with the participating Territorial Authorities and working knowledge of local government, to ensure that they can effectively engage with the Project Governance Group.

To deliver this project successfully within the calendar year an external expert in Business Case development will be required. This supplier will lead the development of the Business Case, including facilitating any workshops necessary and working alongside representatives from the participating Territorial Authorities and stakeholder group(s).

The Project Manager will need to work closely with the Business Case Lead to ensure that the project delivers to expectations and stated objectives.

Please see Question 16 for a full overview of the governance arrangements for this project, including the proposed role of the Department of Internal Affairs, Mana Whenua, and key partners and stakeholders.

12. Please provide us with a project plan, where possible please attach a schedule (i.e. Gantt chart):

This application is for funding to deliver an Indicative Business Case to identify a preferred option for consideration by the five participating Territorial Authorities.

The project has been scheduled to be delivered in the 2020 calendar year, with a decision whether to proceed, or not, to a Detailed Business Case to be made by the Governance Group in the first quarter of 2021. This is an initial schedule and can be discussed further if necessary.

The Indicative Business Case project is Stage One in a two-part process that will be followed by a Detailed Business Case in Stage Two. The Detailed Business Case will be consulted on in each District's Long-Term Plan to obtain the Council portion of funding for the process. The intention is to apply for co-funding from the Department of Internal Affairs to support the Stage Two Detailed Business Case.

Please see attached the indicative project process diagram (p19) for the proposed approach to delivering the Indicative Business Case. Alongside the project milestones, key engagement steps have been identified. These are points where information will be shared with the governance group to keep them informed and where agreement or decision making is required. It is expected that the project process will be workshopped and finalised with the Project Manager and Business Case Lead during project initiation for agreement by the steering group.

#	Project Activity	Responsible:	Date / Period:
1	Procurement of key resources <i>The project manager will be procured, either internally or externally if required.</i> <i>Procurement of a Business Case Lead, an external provider with the required skills to successfully deliver the Indicative Business Case (see question 15) and resources to deliver in the timeframe.</i>	Project Sponsor / Infrastructure General Managers Project Sponsor	Immediately following funding announcement – anticipated to be 1/04/2020
2	Project initiation <i>Agree project scope and key articles for the projects including but not limited to governance structure, project process and timeframe, and deliverables.</i>	Project Manager and Business Case Lead	6 weeks following engagement of Business Case lead, by end May.
3	Engagement <i>Collaborative workshop with participating Territorial Authorities to create project understanding, affirm the ILM, discuss and agree project objectives and scope.</i> <i>Confirm the ILM with Council General Managers.</i> <i>Confirm the ILM with the Stakeholder Group and capture inputs to the Strategic Case from this group.</i>	Project Manager and Business Case Lead	30/06/2020
4	Cost Analysis <i>Analysis to deepen understanding of the capital and operational expenditure on treatment plants and reticulation, for both water and wastewater; building on the national stocktakes completed by GHD, Boffa Miskell and Beca.</i>	Project Manager	31/05/2020
5	Strategic Case <i>Complete discovery and evidence gathering from participating Territorial Authorities. Prepare the Strategic Case and confirm the Case for Change.</i> <i>Some further investigation into likely investments.</i>	Project Manager and Business Case Lead	31/07/2020
6	Economic Case <i>Complete optioneering to determine a preferred option using appropriate Business Case tool(s) (eg. option evaluation (financial and non-financial), cost-</i>	Project Manager and Business Case Lead	30/09/2020

	<i>benefit analysis, impact analysis)</i>		
7	Commercial, Financial and Management Cases <i>Complete initial Commercial, Financial and Management Cases sufficient for the Governance Group to make the decision whether to proceed with the investment further.</i>	Project Manager and Business Case Lead	31/10/2020
8	Present and Produce Indicative Business Case <i>Re-engage with elected members to present the final Indicative Business Case and assist with decision-making.</i>	Project Manager and Business Case Lead	18/12/2020
9	Governance Group to form common agreement on the way forward	Project Sponsor	1/03/2021

13. Please provide a complete breakdown of the costs of the project:

Work to date	
Central South Water Collaboration have held three workshops to develop an ILM, initial optioneering and an Outline Strategic Case. Cost to date is \$25,000 for external consultants (Rationale) and approximately 300 hours of internal senior staff time. This has been funded by the five involved Territorial Authorities.	
Stage 1 – Indicative Business Case	
The breakdown of costs below relates to Stage One of the project, this is the Indicative Business Case stage. On agreement of the preferred option identified in Stage One, the Central South Water Collaboration intends to seek funding approval for Stage Two from Department of Internal Affairs. It is estimated the cost to deliver the Detailed Business Case is in the vicinity of \$1-2 million, but have not provided a breakdown of costs at this stage.	
Stage 1 – Indicative Business Case	
Cost Description:	\$ (excluding GST)
Procurement of key resources	\$5,000
Project Manager (expected to be seconded)	
Business Case Lead	
Project Initiation	\$10,000
Develop key articles	
Establishment workshop with project team	
Steering Group and Project Control Group establish project	
Engagement	\$15,000
Workshops with Mayors and Councillors in attendance alongside CEs.	
Affirm ILM with GMs.	
Affirm ILM with Stakeholder Group.	
Cost Analysis	\$40,000
Updating analysis completed based on inputs from TLAs.	
Strategic Case	\$40,000
Research and discovery.	
Draft Strategic Case.	
Internal review.	
Present Case for Change to Steering Group and Project Control Group.	
Economic Case	\$60,000
Optioneering workshop.	
Multi-Criteria Analysis.	
Consultation with Stakeholder Group on Shortlist.	
Economic analysis.	
Draft Economic Case.	
Internal review.	
Present Preferred Option to Steering Group and Project Control Group.	
Commercial, Management and Financial Cases	\$17,500
Financial modelling.	
Draft Commercial Case.	
Draft Management Case.	
Draft Financial Case.	
Internal review.	
Present and Produce Indicative Business Case	\$17,500
Final draft Indicative Business Case.	
Present to Project Control Group for review.	
Final Indicative Business Case.	
Presentation to Political Governance Group and Stakeholder Group.	
Governance to agree on way forward	\$5,000
Project Management	\$30,000
Total	\$240,000

14. What are the proposed deliverables if funding is approved?

[Please use the following table, consider what deliverables there will be, when, and whether there are any payments associated with them and against what criteria payment should be made. If it is a single deliverable with single payment, please just use one line]

The payments for deliverables are expected to be met 50/50 by the Department of Internal Affairs and the Central South Water Collaboration through the life of the project. Project management costs from Question 13 have been distributed across the milestones here.

#	Description	Payment criteria:	Invoice Value \$ (Exc. GST)	%	Invoice Date:
1	Project Initiation	On signature of funding agreement and receipt of establishment report.	\$20,000	10%	31/05/2020
2	Cost Analysis	Upon completion on the cost analysis	\$40,000	15%	31/05/2020
3	Strategic Case	On completion of the Engagement phase (Council and Stakeholder Group workshops) and delivery of the draft Strategic Case.	\$50,000	20%	31/07/2020
4	Economic Case	On delivery of the draft Economic Case.	\$70,000	30%	30/09/2020
5	Draft IBC	On delivery of the draft Indicative Business Case.	\$45,000	20%	18/12/2020
6	Adopted IBC	On completion, delivery and acceptance of the final Indicative Business Case by the Political Governance Group.	\$15,000	5%	1/03/2021
	Total		\$240,000	100%	

15. Please provide an overview of the applicant's relevant skills and experience for delivering a projects of this nature:

[We would like to understand your relevant experience to assist in delivering this project. In addition, any track record you may have delivering projects of a similar size, scope, or complexity, and how these projects will contribute to the future success of the project. Please use examples. If you do not have the experience, then please indicate how you will manage this risk.]

Staff at the participating Territorial Authorities have significant experience with their individual three waters networks, water supply users, public health and environmental outcomes related to water. These staff, including the General Managers of water infrastructure, have been engaged in the process to date to ensure that their expertise, knowledge and Council-held data and information is readily available to inform the Strategic Case and Economic Case. Each Council also has established relationships with stakeholders in the region (eg. Iwi, Public Health Authorities, developers, three-waters contractors and service providers) who will need to be engaged with during or after the Indicative Business Case project. See the Governance diagram (p16) for a full list of external stakeholders to be included in the stakeholder group.

Canterbury has an Engineering Managers Group which was established in 2016 and has membership from the 11 councils (10 territorial authorities and Environment Canterbury). The group meets regularly to collaborate across the region. Regular updates from this project will be provided to this group.

The Territorial Authorities involved in this application already work together in two other areas:

- **Aoraki Roading Collaboration (ARC)** – the ARC comprises Ashburton, Timaru, Mackenzie and Waimate District Councils and commenced in 2014. ARC operates under a comprehensive MOU which enables a close working relationship delivering road maintenance contracts, single road resurfacing contract, asset management, data collection, road safety and consistency in levels of service. The ARC has enabled sharing of expertise, which was previously an issue, enhanced career pathways and has attracted high quality candidates for vacancies.
- **Total Waste Management** – a common contract has been developed for waste management services for

the next 15 years between Timaru, Mackenzie and Waimate District Councils. This is going to market in the next two weeks.

How this application was formed, and the skills and capability involved.

Rationale Ltd. (a local, independent consultant) have been engaged to facilitate discussion between the five participating Territorial Authorities to help understand the options for working collaboratively together within the changing three waters landscape, given the ongoing Government-led Three Waters Review.

Three workshops have taken place with full attendance from all Central South water collaboration senior council officials. The working group (primarily made up of infrastructure general managers, water managers and those in similar roles) has identified a need for further investigation and is seeking financial assistance from the Department of Internal Affairs.

Rationale have also guided the preparation of this application. The examples below are to demonstrate Rationale's capability and to provide the Department of Internal Affairs assurance that the investigation can be delivered.

Northern Transport Alliance (NTA) – Rationale led the ILM, option assessment, Business Case and implementation processes for the NTA (Kaipara District Council, Whangarei District Council, Far North District Council, Northland Regional Council and NZ Transport Agency). The eventual collaboration delivered joined up services for roading across Northland. It is a leading example in New Zealand for the scale and scope of collaboration. After successfully delivering a Business Case with strong stakeholder support, Neil Cook of Rationale was approached to act as the Interim Alliance Manager. Rationale continues to work with the NTA.

Wellington Water Limited Combined Maintenance Contract – Rationale used an ILM, long list to short list optioneering and Business Case development to determine the first maintenance contract model since WWL's inception. Intensive facilitation was required due to the number of incumbent contractors and consultants, the number of client organisations and the sheer scale of the maintenance activity.

Road Efficiency Group - Collaborations Workstream – Rationale facilitated workshops and utilised the Better Business Case methodology to develop eight roading collaboration initiatives throughout New Zealand. This involved approximately 50 Territorial Authorities along with respective Regional Councils and NZ Transport Agency offices.

DIA West Coast Transportation – The Department of Internal Affairs engaged Rationale to undertake a S17a review across the West Coast Territorial Authorities and Regional Council. The project involved facilitation, ILMs, optioneering and business case development. The project landed in a space where the West Coast organisations could evolve its capability in a shared manner. This commenced by delivering their first combined activity management plan in 2017. Rationale continues to work with the organisations to further evolve their transport services capability and collaboration.

Aoraki Roading Collaboration (ARC) – the ARC is comprised of Ashburton, Timaru, Mackenzie and Waimate District Councils. Rationale facilitated ILM workshops to develop a shared understanding of the need for change and the issues and opportunities of collaboration and delivered the agreed Business Case to the collaboration. Our work contributed to the ARC being formed in 2014 and has led to successful maintenance and road resurfacing partnership between the Territorial Authorities with common goals, deliverables and deadlines in place to continue moving forward.

Bay of Plenty Futures – Rationale was engaged in a partnership with economists and strategic advisors, Castalia, to consider options for the Bay of Plenty/Waikato Local and Regional Government organisations to work closer together on three waters and transport. The project was developed under the S17a provisions of the LGA 2002. ILMs were developed for each organisation and bought together. Detailed optioneering and final Business Cases were developed.

Waikato Road Asset Technical Accord (RATA) – RATA was established in 2014 with the goal of achieving best practice road asset management within the Waikato by improving capability, capacity and outcomes through effective collaboration of eight Territorial Authorities. Rationale facilitated the initial engagement to identify opportunities and collaboratively develop a Business Case for the collective. Shared procurement for data collection and evidenced based asset management has been the focus of RATA, with scope to evolve into other technical transport activities.

16. Please explain the Governance arrangements for this project:

[We would like to know about how your organisation will govern the project/activity, as well as how other organisations may be involved (i.e. the iwi/hapū, Department of Internal Affairs, other government departments such as the Department of Conservation) in the governance procedures. Specifically please name who is on the governance board / leadership team]

Please see refer to the attached Governance and decision-making structure on page 16.

Political Governance

The political governance group are the funders of the investigation and will make the final decision on the preferred option and whether to invest further.

This group will utilise the existing Canterbury Mayoral Forum, which has a strong track record of delivering projects across the region.

Project Sponsor

A Project Sponsor, proposed to be Stuart Duncan, Chief Executive Waimate District Council, will be the point of engagement between the Political Governance Group and the Project Steering Group, as well as liaising with the Project Manager.

Project Steering Group

A Steering Group will provide oversight to the project itself and take responsibility for setting the project direction and ensuring it is on track to deliver to expectations and stated objectives.

Each member will be expected to commit their organisation and empower their staff to help deliver to this collaborative project. The Steering Group will assist in the resolution of escalated issues, take ownership of actions to facilitate delivery, and accept project risk.

The Project Sponsor and Project Manager will engage with the Steering Group. This group will utilise the existing Canterbury Chief Executives Forum, which also has a strong track record of delivering projects across the region.

Project Manager

The Project Manager, to be confirmed, will be a dedicated position for the project.

The Project Manager will drive the project, hold the project team to account, co-ordinate project activities including scheduling meetings and workshops. This role is the primary contact for the Project Team with the Project Steering Group.

Project Control Group

Assisting the Project Manager with ongoing oversight to the investigation.

Ngāi Tahu Rūnanga will also be offered to join the project control group. In the Aoraki area there are three environmental advisory services who provide advice to Rūnanga:

- Mahaanui Kurataiao Ltd who provide advice for Rūnanga south from Kaikoura District to the Ashburton River / Hakatere.
- Aoraki Environmental Consultancy who provide advice for Rūnanga south of the Rakaia River to the Waitaki River.
- Aukaha who provide advice on behalf of Rūnanga in the Waimate, Waitaki and Mackenzie Districts.

To date an initial conversation has been had with Aoraki Environmental Consultancy who are supportive of being involved in the process. Further conversation is needed to determine the best approach for Ngāi Tahu representation in the project.

Stakeholder Group

Work to date has focused on internal engagement across the participating Territorial Authorities to start a conversation about collaboration and identify key shared issues and opportunities.

Moving forward there are a number of stakeholders that will have an interest in this project. The list provided is an initial group and is not exhaustive.

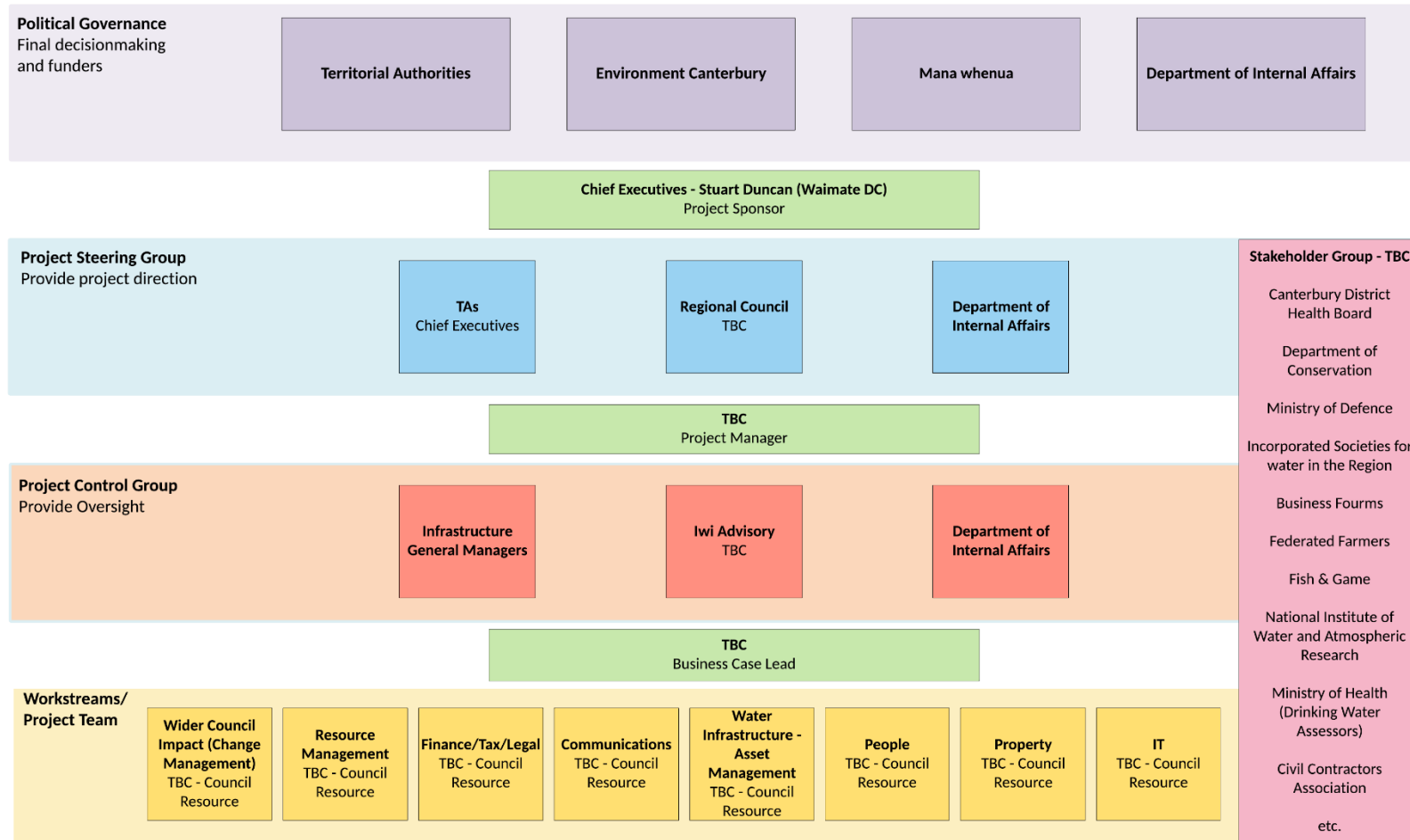
The Stakeholder Group will be engaged with early in the project to confirm the Investment Logic Map and investment objectives, and be provided the opportunity to discuss issues, benefits and investment objectives for the Indicative Business Case.

Business Case Lead and Workstreams / Project Team

Given the skill requirements and desire to deliver this project successfully within this calendar year an external expert in Business Case development is required.

This expert will lead the development of the Indicative Business Case, including facilitating workshops and working alongside the Territorial Authorities' staff who have been assigned to the workstreams identified below, completing option evaluation including but not limited to the analysis of the costs, benefits, risks and organisational impacts. The proposed workstreams are important to providing evidence for the case for change and understanding the implications of any proposed change.

Aoraki Three Waters Governance and Decision Making Structure



17. What procurement process has been undertaken (i.e. selection of a provider), or will be undertaken, and how will that be managed? In addition, if relevant please provide a description of how greater public value will be achieved through the procurement process.

[We wish to understand how you will approach the market effectively and ensure value for money / public value is delivered, noting that public money is being utilised. If you have already been to market, then please describe who the supplier(s) are, how/why they were selected, and what the contractual arrangements are]

As stated in question 15, there is a need to procure services from an external provider who has sufficient expertise and resources to develop and deliver the Indicative Business Case. This supplier will be procured through a tender process that meets the procurement requirements of the participating Territorial Authorities and the Department of Internal Affairs, as a co-funder of the project. Where additional resources or expertise are required to support the delivery of key articles in the project these will be procured in the same manner.

18. What risks are associated with the delivery of this activity?

Key risks to the successful delivery of the Indicative Business Case are:

- A lack of collaboration, support and agreement between participating Territorial Authorities to reach agreement on key decisions during the project, and for the decision to proceed with further investment for the preferred option.
- Delays in the funding process mean that the project does not commence to the timeline set out in q12 putting pressure on the ability of the external provider and Territorial Authorities to successfully develop and deliver the Indicative Business Case.
- Diversity of thought within the Project Team to ensure a transparent Business Case is produced that covers all viewpoints.
- Council's resources to contribute to the Business Case development, provide data and information are constrained and the project struggles to get the necessary level of commitment and support.
- Council engagement takes longer than expected, or it is difficult to schedule meetings and workshops that all representatives from the participating Territorial Authorities can attend, delaying the progression of the project to the next phase.
- The Central South Water Collaboration's local context and preferred option is not aligned with the national programme or other regional projects that are taking place at the same time.
- Council staff have a lack of internal knowledge and/or data to provide evidence for the Business Case that informs the nature and scale of the problem locally.
- The project timeframe is achievable but tight, requiring significant inputs and commitment from participating Territorial Authorities to be successful.
- Adverse public and stakeholder reaction to the preferred option and the Indicative Business Case process that developed this leading to lack of support from Territorial Authorities.

Part D: Declarations

By completing the details below, the applicant makes the following declarations about its application for the funding Provincial Growth Fund funding for the project ("application"):

☐ I have read, understand and agree to the Terms and Conditions of applying for the funding which are attached as Appendix 1;

☐ The statements in the application are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;

☐ I have secured all appropriate authorisations to submit the application, to make the statements and to provide the information in the application;

☐ I have obtained the permission of each member of the Project Team to provide the information contained in this application and those individuals are aware of, and agree to, the Terms and Conditions of applying for the funding which are attached as Appendix 1;

☐ I consent to this application being publically released if funding is approved. I have identified the commercially sensitive and personal information.

☐ The applicant warrants that it has no actual, potential or perceived conflict of interest (except any already declared in the application) in submitting the application, or entering into a contract to carry out the project. Where a conflict of interest arises during the application or assessment process, the applicant will report it immediately to the Department of Internal Affairs by emailing ThreeWaters@dia.govt.nz; and

☐ I understand that the falsification of information, supplying misleading information, or the suppression of material information in this application, may result in the application being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this application process.

☐ The applicant consents to the Department of Internal Affairs undertaking due diligence including any third party checks as may be required to fully assess the application.

Ashley Alfred Harper CPEng, MBA, BE.
Full name:

Senior Programme Delivery Manager
Title / position: Timaru District Council

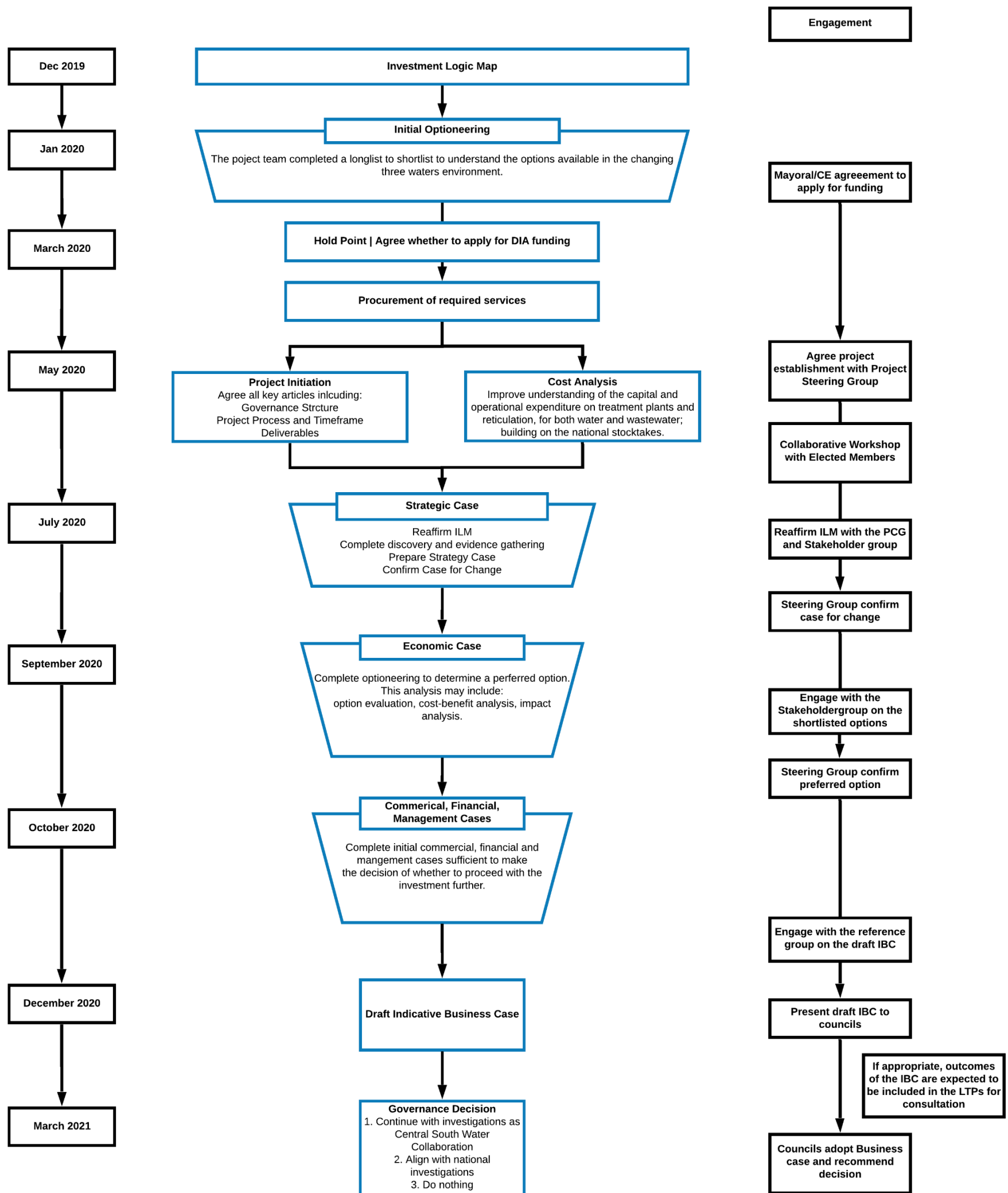
Signature / eSignature:

Date:

Ashley Harper

28.02.2020

CENTRAL SOUTH WATER COLLABORATION PROCESS



Central South Water Collaboration – Managing the Changes

INVESTMENT LOGIC MAP

Initiative

PROBLEM

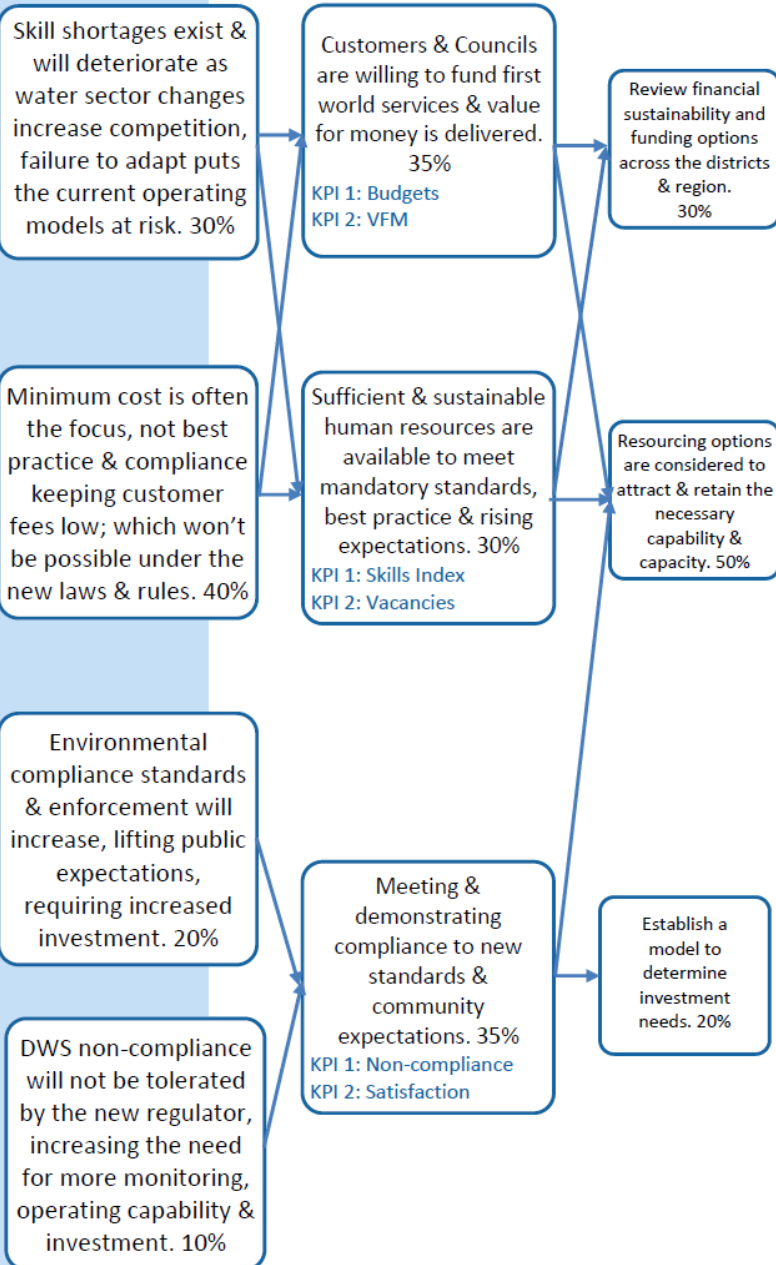
BENEFIT

RESPONSE

SOLUTION

CHANGES

ASSETS



Investor: Central South Water Collaboration
Facilitator: Edward Guy
Accredited Facilitator: No

Version no: 1.0
Initial Workshop: 22/11/19
Last modified by: Edward Guy 24/01/20
Template version: 6.0

Long-List of Options that will be considered as part of the Indicative Business Case

Below is a of initial long-list options that have been identified by the Central South Water Collaboration during the initial workshops. Whilst this list is extensive, it is not exhaustive and other options may be considered during the Indicative Business Case and as more information becomes available.

What – Assets

- Status quo
- Water
- Water and wastewater
- Three waters
- Whole water cycle
- All infrastructure

What – Activities

- Status quo – individual Territorial Authorities choose approach
- Training programmes
- Operations and maintenance
- Professional services
- Strategy and asset management
- Capital

How

- Status quo
- Joint procurement
- Shared services
- Virtual CCO
- Regional alliance
- Non-asset owning CCO
- CCO – asset owning
- Unitary Authority

Appendix 1 – Terms and Conditions of this Application

General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits a request for funding (each an “application”) has confirmed by their signature (or e-signature) on the application that these terms and conditions are accepted without reservation or variation.

The funding is a government initiative which is administered by the Department of Internal Affairs.

Reliance by Department of Internal Affairs

The Department of Internal Affairs may rely upon all statements made by any applicant in an application and in correspondence or negotiations with the Department of Internal Affairs or its representatives. If an application is approved for funding, any such statements may be included in the contract.

Each applicant must ensure all information provided to the Department of Internal Affairs is complete and accurate. The Department of Internal Affairs is under no obligation to check any application for errors, omissions, or inaccuracies. Each applicant will notify the Department of Internal Affairs promptly upon becoming aware of any errors, omissions, or inaccuracies in its application or in any additional information provided by the applicant.

Ownership and intellectual property

Ownership of the intellectual property rights in an application does not pass to the Department of Internal Affairs. However, in submitting an application, each applicant grants the Department of Internal Affairs a non-exclusive, transferable, perpetual licence to use and disclose its application for the purpose of assessing and decision making related to the funding application process. Any hard copy application or documentation supplied by you to the Department of Internal Affairs may not be returned to you.

By submitting an application, each applicant warrants that the provision of that information to the Department of Internal Affairs, and the use of it by the Department of Internal Affairs for the evaluation of the application and for any resulting negotiation, will not breach any third-party intellectual property rights.

Confidentiality

The Department of Internal Affairs is bound by the Official Information Act 1982 (“OIA”), the Privacy Act 1993, parliamentary and constitutional convention and any other obligations imposed by law. While the Department of Internal Affairs intends to treat information in applications as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the Department of Internal Affairs must provide that information if required by law. If the Department of Internal Affairs receives an OIA request that relates to information in this application, where possible, the Department of Internal Affairs will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

Use and disclosure of information

The Department of Internal Affairs will require you to provide certain information, including personal information, on application forms if you wish to apply for funding. If you do not provide all of the information that is required on an application form, the Department of Internal Affairs may be unable to process or otherwise progress your application.

The Department of Internal Affairs will generally only use personal information provided in the application process for the purpose of administering the funding which includes assessing an application you have submitted, contracting, monitoring compliance and reporting.

We may use personal information provided to us through the application for other reasons permitted under the Privacy Act (e.g. with your consent, for a directly related purpose, or where the law permits or requires it).

The Department of Internal Affairs may disclose any application and any related documents or information provided by the applicant, to any person who is directly involved in the funding application and assessment process on its behalf. The disclosed information will only be used for the purpose of participating in the application and assessment process, including assessment and ongoing monitoring, which will include carrying out due diligence. Due diligence may involve the Department of Internal Affairs disclosing information to another relevant agency in order to assess the application and verify the information contained in the application and accompanying documents.

The Department of Internal Affairs will generally not otherwise disclose personal information provided or collected through this application unless required or otherwise permitted by law. For example, we may seek your consent to undertake additional due

diligence checks and request information from other relevant third parties. If an application is approved for funding, information provided in the application and any related documents may be used for the purpose of contracting.

In the interests of public transparency, if an application is approved for funding, the application (and any related documents) may be published by the Department of Internal Affairs. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

Limitation of Advice

Any advice given by the Department of Internal Affairs, any other government agency, their officers, employees, advisers or other representatives about the content of your application does not commit the decision maker to make a decision about your application.

No contractual obligations created

No contract or other legal obligations arise between the Department of Internal Affairs and any applicant out of, or in relation to, the application and assessment process, until a formal written contract (if any) is signed by both the Department of Internal Affairs and a successful applicant.

No process contract

The funding application and assessment process does not legally oblige or otherwise commit the Department of Internal Affairs to proceed with that process or to assess any particular applicant's application or enter into any negotiations or contractual arrangements with any applicant. For the avoidance of doubt, this application and assessment process does not give rise to a process contract.

Costs and expenses

The Department of Internal Affairs is not responsible for any costs or expenses incurred by you in the preparation of an application.

Exclusion of liability

Neither the Department of Internal Affairs or any other government agency, nor their officers, employees, advisers or other representatives will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this application and assessment process, including without limitation:

- a) the assessment process
- b) the preparation of any application
- c) any investigations of or by any applicant
- d) concluding any contract
- e) the acceptance or rejection of any application, or
- f) any information given or not given to any applicant(s).

By participating in this application and assessment process, each applicant waives any rights that it may have to make any claim against the Department of Internal Affairs. To the extent that legal relations between the Department of Internal Affairs and any applicant cannot be excluded as a matter of law, the liability of the Department of Internal Affairs is limited to \$1.

Nothing contained or implied in or arising out of the funding documentation or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.

Inducements

You must not directly or indirectly provide any form of inducement or reward to any Department of Internal Affairs officer, employee, advisor, or other representative of the Department of Internal Affairs or any other government agency in connection with this application and assessment process.

Governing law and jurisdiction

The funding application and assessment process will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning your application.

Public statements

The Department of Internal Affairs and any other government agency, or any relevant Minister, may make public in whole or in part this application form including the following information:

- the name of the applicant(s)
- the application title
- a high-level description of the proposed project/activity
- the total amount of funding and the period of time for which funding has been approved

- the region and/or sector to which the project relates

The Department of Internal Affairs asks applicants not to release any media statement or other information relating to the submission or approval of any application to any public medium without prior agreement of the Department of Internal Affairs.

Electronic signature

You can only file documents and information with us using an electronic signature if you're the signatory, or have authority to act on behalf of the signatory, and are using software that complies with our standards, in particular keeping records of transactions where an electronic signature has been used. Once a document with your electronic signature has been filed with us, we consider the information:

- has been provided with your full knowledge and agreement
- is authentic and accurate
- wasn't amended after your electronic signature was added to the document, unless a change has been clearly marked on the document.

You're responsible for:

- safeguarding how and when your electronic signature and credentials are used on documents and information
- managing who has authority to use your electronic signature on your behalf, for example, a chartered accountant.

If your electronic signature on a document or information is filed with us, you won't be able to dispute having signed and approved the document or information. If we question the authenticity of an electronic signature or online transaction, you must be able to demonstrate on request the validity of the software used to apply your electronic signature to the document.

You must use electronic signature software that captures authentication, time and source details for any online transaction where a document with your electronic signature has been filed. These details must be held within the software itself, in the form of a file that:

- is maintained in its original form with no amendments, and
- can be provided to us, if requested, within a specified time.

The file must be treated as a record, as defined by the Companies Act 1993, and a business record as defined by the Evidence Act 2006.

7. Ashburton Car Club Road Closures

Author	<i>Rhys Roberts; Technical Support Officer</i>
Activity Manager	<i>Brian Fauth; Roading Manager</i>
GM Responsible	<i>Neil McCann; Group Manager – Infrastructure Services</i>

7.1 Street Sprints and Night Autocross

Summary

- To recommend the temporary road closure in the District in order to allow the Ashburton Car Club to hold the Street Sprints and Night Autocross event.
- The Ashburton Car Club have been hosting this event every year for 17 years and have always followed the correct processes in place at Council in order to do so.
- The event is well organised and every risk and precaution is taken by the organisers to ensure that the highest levels of safety are maintained. The event is highly supported by the local community and is a valued attraction to the District.
- This report has been written as a requirement for all road closures that involve motor sporting events. This report has outlined the benefits and risks to be taken into consideration on whether to approve or decline the road closure.

Recommendation to Council

That Council permits the following roads in the Riverside Industrial Park be closed from 7.30pm Friday 8 May 2020 until 8.00pm Sunday 10 May 2020 to allow the Street Sprints & Night Autocross to be held:-

Smallbone Drive, from River Terrace to Robinson Street

Robinson Street, from Smallbone Drive intersection to McNally Street

Watson Street, from Range Street to Robinson Street

McNally Street, from Range Street to end of the street.

Background

1. The Ashburton Car Club have applied to Council for temporary road closure to allow them to hold the Wheels Week Street Sprints and Night Autocross.
2. This event has been advertised with a period of time for objections to be submitted. No objections have been currently been received with the objections period closing on the 20 March 2020.
3. Current insurance and approved Traffic Management Plans have been received.
4. This application must be considered by Council under Paragraph 11(e) of the Tenth Schedule of the Local Government Act 1974, because New Zealand Motorsport, of which the Ashburton Car Club is a member, requires roads to be closed for motor sport events under the Local Government Act, as event participants may be under 16 years of age.

Options analysis

Option 1 – Approve Road Closure

5. This event has been held previously and has been managed without incident.
6. The road closure incorporates a detour so users of the Ashburton Resource Recovery Park can still access the facilities.
7. The responsibility for risk free operation lie with the organisers and all contingencies are covered in the conditions of closure.
8. The road condition will be inspected by Roading staff before and after the event.
9. Emergency services are provided with copy of road closure information after approval has been given.

Option 2 – Decline Road Closure

10. This is not preferred as mentioned in option1 this event has been held for a number of years without incident and is well supported by the local community. Many people look forward to this specific event and it provides a positive attraction to the District.

Legal/policy implications

11. Clause 11 of the Tenth Schedule of the Local Government Act 1974 provides –

“That Council may, subject to such conditions as it thinks fit... close any road or part of a road to all traffic (e)... for any exhibition, fair, market, concert, film making, race or other sporting event or public function.”

Financial implications

12. There are no financial implications.

Requirement	Explanation
What is the cost?	No costs incurred to Council
Is there budget available in LTP / AP?	N/A
Where is the funding coming from?	<i>All costs associated to this event are being paid by the organiser (Ashburton Car Club)</i>
Are there any future budget implications?	No
Finance review required?	No – This is not a Council organised event and the costs are for the organiser to bear.

Significance and engagement assessment

13. The Ashburton Car Club has held this event for a number of years and many people look forward to attending, the event is well supported by the local community.
14. Property owners in the affected areas have been approached and letters dropped off so they are aware of the road closures and the event.
15. NZTA have been consulted where necessary.
16. Other local organisations are actively involved with marshalling, security, hot food etc.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium
Level of engagement selected	Level 3 – Consult. Council must advertise the closure and consider objections.
Rationale for selecting level of engagement	This level of engagement is appropriate for the overall significance of this decision and the statutory requirements.
Reviewed by Strategy & Policy	Richard Mabon, Senior Policy Advisor

Next steps

Date	Action / milestone	Comments
12 March 2020	Council make a decision to approve or decline road closure	If approved and there are no objections after 20 March 2020 the event will proceed as planned

7.2 *Standing Quarter Mile Sprint Event*

Summary

- Officers recommend the temporary road closure of Winslow Willowby Road to allow the Ashburton Car Club to hold the Standing Quarter Mile Sprint event.
- The Ashburton Car Club have been hosting this event annually for a number of years and have always followed the correct processes in place at Council in order to do so.
- The event is well organised and every risk and precaution is taken by the organisers to ensure that the highest levels of safety are maintained. The event is highly supported by the local community and is a valued attraction to the District.
- This report has been written as a requirement for all road closures that involve motor sporting events. This report outlines the benefits and risks to be taken into consideration on whether to approve or decline the road closure.

Recommendation

That Council permits the following road to be closed from 9.00am until 5.00pm Saturday 18 April 2020 to allow the Standing Quarter Mile Sprint to be held:-

- **Winslow Willowby Road**, from Longbeach Road intersection to approximately 500 metres from the intersection with State Highway 1.

Background

1. The Ashburton Car Club have applied to Council for temporary road closure to allow them to hold the Standing Quarter Mile Sprint event.
2. This event has been advertised with a period of time for objections to be submitted. No objections have been currently been received with the objections period closing on the 09 April 2020.
3. Current insurance and approved Traffic Management Plans have been received.
4. This application must be considered by Council under Paragraph 11(e) of the Tenth Schedule of the Local Government Act 1974, because New Zealand Motorsport, of which the Ashburton Car Club is a member, requires roads to be closed for motor sport events under the Local Government Act, as event participants may be under 16 years of age.

Options analysis

Option 1 – Approve Road Closure

5. This event has been held previously and has been managed without incident.
6. The road closure will permit local residents to access their properties
7. The responsibility for risk free operation lie with the organisers and all contingencies are covered in the conditions of closure.
8. The road condition will be inspected by Roading staff before and after the event.
9. Emergency services are provided with copy of road closure information after approval has been given.

Option 2 – Decline Road Closure

10. This is not preferred. As mentioned in option 1 this event has been held for a number of years without incident and is well supported by the local community.

Legal/policy implications

Clause 11 of the Tenth Schedule of the Local Government Act 1974 provides –

“That Council may, subject to such conditions as it thinks fit... close any road or part of a road to all traffic (e)... for any exhibition, fair, market, concert, film making, race or other sporting event or public function.”

Financial implications

11. There are no financial implications for Council.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Medium
Level of engagement selected	Level 3 – Consult. Council must advertise the closure and consider objections.
Rationale for selecting level of engagement	This level of engagement is appropriate for the overall significance of this decision and the statutory requirements.
Reviewed by Strategy & Policy	Richard Mabon, Senior Policy Advisor

Significance and engagement assessment

12. The Ashburton Car Club has held this event for a number of years and the event is well supported by the local community.
13. Property owners in the affected areas have been approached and letters dropped off so they are aware of the road closures and the event.
14. NZTA have been consulted where necessary. Other local organisations are actively involved with marshalling, security, hot food etc.

Next steps

Date	Action / milestone	Comments
12 March 2020	Infrastructure Services Committee makes recommendation to approve or decline road closures and refer to Council for approval.	Report must go before Council for a decision.
9 April 2020	Council makes a decision.	If approved and there are no objections by 4.00pm 9 April the event will proceed as planned.

8. Six-monthly Performance Report

Author	<i>Emily Watson; Corporate Planner</i>
Activity manager	<i>Toni Durham; Strategy & Policy Manager</i>
Group manager	<i>Neil McCann; Group Manager: Infrastructure Services</i>

Summary

- The purpose of this report is provide the six-monthly non-financial reporting against the performance measures set in Year 3 of the Long-Term Plan 2018-28.
- These results are for the first half of the 2019-20 financial year, from 1 July 2019 – 31 December 2020.

Recommendation

That the Infrastructure Services Committee receives the six-monthly non-financial performance report.

Appendix 1 – Infrastructure Services 6 month performance report

Background

The current situation

1. Council monitors its progress towards achieving the non-financial performance measures. These are reported to Council mid-way through the financial year and at the end of the financial year.
2. As part of the Long-Term Plan process, Council sets levels of service for each activity. Accompanying these levels of services are performance measures and targets.
3. Performance measures enable Council and the community to assess whether the levels of service are being delivered to the community. Targets for each performance measure show the level of achievement Council is aiming for each year.
4. The end of year results are provided to Council via the relevant committee and are included in Council's Annual Report.

Legal/policy implications

Legislation

5. Council is required (Local Government Act 2002) to report against the performance targets set for each activity in the Annual Report.
6. Section 261 (b) of the LGA established mandatory performance measures for water supply, sewerage and the treatment and disposal of sewage, stormwater drainage, and the provision of roads and footpaths. These are included in this progress report.
7. While Council isn't required by legislation to provide progress reports, to do so informs both Council and the community with how well Council is tracking on a timely basis.

Financial implications

Requirement	Explanation
What is the cost?	Monitoring Council's performance is met from within existing budgets.
Is there budget available in LTP / AP?	Yes
Where is the funding coming from?	284 Community Planning
Are there any future budget implications?	No
Reviewed by Finance	Not required

Significance and engagement assessment

8. The progress reporting of Council's achievement towards its non-financial performance measures is not considered significant and is of low significance to the community.

Requirement	Explanation
Is the matter considered significant?	No
Level of significance	Low; Not Significant
Level of engagement selected	1 – Inform the community
Rationale for selecting level of engagement	The community will be informed of Council's progress in achieving the non-financial performance measures through relevant media channels.
Reviewed by Strategy & Policy	Toni Durham; Strategy & Policy Manager

Half-way performance report – Infrastructure Services

HALF-WAY PERFORMANCE UPDATE – DRINKING WATER

What we're aiming for: To promote the health and safety of the community through the provision of an efficient, safe and reliable water supply.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)		2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide quality drinking water to connected properties	All Council drinking water schemes achieve bacteria compliance		11/12	100%	11/12	One transgression (E.coli detection) at Montalto Water Treatment Plant December 2019
	All Council drinking water schemes achieve protozoal compliance		2/12	100%	2/12	Ashburton, Hinds, Dromore, Mayfield and Chertsey supplies have lost secure groundwater status and are therefore no longer protozoa compliant. Minor schemes Methven and Mt Somers & Hakatere have appropriate protozoa treatment in place. Investigations are continuing on proving process compliance. Rural schemes Methven/Springfield & Montalto are currently without appropriate protozoa treatment pending upgrades.
Council contractors respond to drinking water failures and requests with median response times	Median response time (in hours) to urgent and non-urgent callouts	Urgent call-out attendance	0.37 hours (22 minutes)	1 hour	0.24 hours (14 minutes)	13 Completed Urgent call-outs with a median response time of 14 minutes.
		Urgent call-out resolution	3.78 hours	4 hours	2.34 hours	13 Completed Urgent call-outs with a median

					resolution time of 2 hours 20 minutes.	
		Non-urgent call-out attendance	20.4 hours (0.85 days)	1 day	5.23 hours (0.21 days)	501 Completed Non-urgent call-outs with a median response time of 5 hours 14 minutes.
		Non-urgent call-out resolution	29.8 hours (1.24 days)	5 days	22.16 hours (0.92 days)	501 Completed Non-urgent call-outs with a median resolution time of 22 hours 10 minutes.
We provide efficient and sustainable drinking water services	Reduction in real water loss from the reticulated systems	51%	34%	50%	Not all properties on Council supplies are metered and so the approved water loss calculation yields a coarse figure and includes losses on private reticulation.	
	Reduction in average consumption (per resident per day)	687 L	≤720 L	683 L	3,109,867 m³ across 184 days and an estimated population 24,752	
The majority of residents are satisfied with our drinking water services	Customer satisfaction with drinking water services	a)Clarity b)Taste c)Odour d)Pressure or flow e)Continuity of supply f) Council’s response to any of these issues	7.49 complaints / 1,000 connections	≤ 10 complaints / 1,000 connections	3.56 complaints / 1,000 connections	38 complaints received (10,684 connections)
	Residents are satisfied with Council’s drinking water supplies	80%	80%	82%	Results from wave 1 & 2 combined of the Annual Residents’ Survey.	

HALF-WAY PERFORMANCE UPDATE – WASTEWATER

What we're aiming for: To help protect community health and safety, and the environment, through the provision of reliable and efficient wastewater schemes.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)		2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide an efficient and sustainable wastewater service	Dry weather overflow incidents		0.52	≤1.0/1000 connections	0.10	1 dry weather sewerage overflow caused by blocked sewer mains (9,769 connections)
	Compliance with resource consents	Abatement notices	0	0	0	No abatement notices received.
		Infringement notices	0	0	0	No infringement notices received
		Enforcement orders	0	0	0	No enforcement orders received
		Convictions	0	0	0	No convictions received
Council contractors respond to wastewater failures and requests with median response times	Median response time (in hours) to callouts	Call-out attendance time	0.38 hours (23 minutes)	1 hour	0.74 hours (44 minutes)	1 overflow call-out with a response time of 44 minutes.
		Call-out resolution	2.65 hours	4 hours	3.74 hours	1 overflow call-out with a resolution time of 3 hours 44 minutes.
The majority of residents are satisfied with our wastewater services	Customer satisfaction with wastewater services	a) Sewage odour b) Sewerage system faults c) Sewerage system blockages d) Council's response to issues with our sewerage system	6.43 complaints/1,000 connections	≤10 complaints/1,000 connections	2.66 complaints/1,000 connections	26 complaints received (9,769 connections)

HALF-WAY PERFORMANCE UPDATE – STORMWATER

What we're aiming for: To help protect community health and safety, and the environment, through the provision of reliable and efficient wastewater schemes.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide protection from flooding for private properties	Flooding events from stormwater overflows *	0	0	0	No flooding events where stormwater flooded a habitable floor of a property
	Number of habitable floors affected for each flooding event *	0	0	0	No habitable floors affected by stormwater.
	Median response time (in hours) to callouts *	N/A	1 hour	N/A	Not applicable as there were no flooding events during this period.
We provide efficient and sustainable stormwater services	Compliance with resource consents *	0	0	0	No abatement notices received
		0	0	0	No infringement notices received
		0	0	0	No enforcement orders received
		0	0	0	No convictions received
The majority of residents are satisfied with our stormwater services	Customer satisfaction with stormwater services (complaints / 1,000 connections) *	3.32	≤ 5	1.54	15 stormwater system performance complaints received (9,769 connections)

* Mandatory performance measure set by the Department of Internal Affairs

HALF-WAY PERFORMANCE UPDATE – STOCKWATER

What we're aiming for: To promote the productivity of rural land through the efficient provision of clean, reliable stockwater.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS Performance measures)		2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide efficient and sustainable stockwater services	Compliance with resource consents	Abatement notices	0	0	0	No abatement notices received
		Infringement notices	0	0	0	No infringement notices received
		Enforcement orders	0	0	0	No enforcement orders received
		Convictions	0	0	0	No convictions received

HALF-WAY PERFORMANCE UPDATE – TRANSPORTATION

What we're aiming for: To enable efficient travel throughout the district to support economic and social interaction.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide quality transportation services for the district	The footpath network is well maintained *	94%	85%	94%	
	The sealed local road network is smooth *	96%	90%	96%	
	The sealed local road network is well maintained *	6.2%	4%	2.6%	1Jul19 to 31Dec19
	Volume of metal replaced on unsealed roads *	60,321m ³ (53,317 m ³ , 3 year average)	48,000m ³	34,161m ³	1Jul19 to 31Dec19
	Reduction in fatalities on local roads *	1	≤2	-3	1 fatality in the period 1Jul19 to 31Dec19 (4 in all of 2018/19)
	<i>The change in the number from the previous financial year.</i>				
Council contractors respond to transportation network failures and requests within required response times	Reduction in serious injury crashes on local roads *	-1	≤2	-5	3 crashes in the period 1Jul19 to 31Dec19 (8 in all of 2018/19)
	<i>The change in the number from the previous financial year.</i>				
The majority of residents are satisfied with Council's transportation services	Roading service requests are responded to on-time *	53%	75%	58%	1Jul19 to 31Dec19
	Footpath service requests are responded to on-time *	35%	70%	68%	1Jul19 to 31Dec19
The majority of residents are satisfied with Council's transportation services	Residents are satisfied with Council's unsealed roads	55%	70%	48%	Results from wave 1 & 2 combined of the Annual Residents' Survey.
	Residents are satisfied with Council's sealed roads	38%	70%	31%	Results from wave 1 & 2 combined of the Annual Residents' Survey.

* Mandatory performance measure set by the Department of Internal Affairs

HALF-WAY PERFORMANCE UPDATE – WASTE REDUCTION AND RECOVERY

What we're aiming for: To develop a cost-effective range of waste management services to ensure sustainable management, conservation of resources, and protection of the environment and public health.

WHAT WE'RE WORKING TOWARDS (Levels of service)	HOW WE'LL MEASURE PROGRESS (Performance measures)	2018/19 RESULTS	2019/20 TARGET	2019/20 YTD RESULTS	COMMENTS
We provide kerbside collection services to the majority of residents in the district	Increase the volume of recyclable material from kerbside collection services	+3.3%	+1%	+7.6%	A higher than normal result reflecting the busier summer season. This result will drop back at year end
	Kerbside collection service complaints are responded to within 24 hours (response time – contract KPI)	100%	95%	95%	
We provide waste reduction and recovery facilities throughout the district	Increase the volume of recyclable/recoverable material recovered from the waste stream	+1.4%	+1%	-1.7%	The down turn in recycling markets and tighter allowances for contamination (0.05%) means higher volumes of contaminated recycling being rejected. Staff are actively auditing recycling bins and working with the contractor and the public to minimise contamination. Christchurch City are look at the feasibility of various regional solutions' report is due out at the end of March 2020

Infrastructure Services Committee

Terms of Reference

Purpose

The purpose of the Infrastructure Services Committee is to provide oversight of the district's transportation, 3Waters and solid waste infrastructure in a manner that promotes the current and future interests of the community (Local Government Act 2002).

Membership

Membership of the Committee comprises:

- Cr Stuart Wilson (Chair)
- Cr Lynette Lovett (Deputy Chair)
- Cr Leen Braam
- Cr Rodger Letham
- Cr Diane Rawlinson
- The Mayor, Neil Brown (ex-officio)

The quorum is four members.

Meeting Frequency

The Infrastructure Services Committee will meet on a six (6) weekly cycle, or more frequently on an as-required basis as determined by the Chair and Group Manager Infrastructure Services.

Committee members shall be given not less than 5 working days' notice of meetings.

Delegations

The Infrastructure Services Committee has no delegated authority to make decisions. Its role is to consider and review matters of strategy, policy or significance in its sphere of Council business, and (if appropriate) to make recommendations to full Council.

Sphere of business

- Land drainage
- Refuse collection, recycling and disposal
- Closed landfills
- Roothing, footpaths and bridges
- Cycleways and walkways
- Stormwater
- Stockwater (strategic oversight)
- Street lighting
- Wastewater – sewerage reticulation and disposal (including trade waste and septage disposal)
- Water supplies

Reporting

The Infrastructure Services Committee will report to the Council.

Adopted: 27/02/20