

HURUNUI DISTRICT COUNCIL MINUTES



Meeting	Infrastructure Committee
Time and Date	9.30am, 17 August 2017
Venue	Council Chambers, 66 Carters Road, Amberley
Agenda	http://www.hurunui.govt.nz/your-council/meeting-calendar/ Scroll to the applicable meeting on the calendar.

Members Present	Committee members: Councillor Vince Daly (Chairperson), Mayor Dalley, Councillors Nicky Anderson and Fiona Harris. Non-Committee members: Councillors Marie Black, Dick Davison, Jason Fletcher, Julia McLean and Geoff Shier.
In Attendance	Hamish Dobbie (Chief Executive Officer), David Edge (Manager Infrastructure Services - Assets), Dan Harris (Manager Infrastructure Services – Delivery), Stephanie Chin (Policy Planner), Tony Kelly, (Consultant Consents Engineer), Kushla Tapper (Team Leader – Roading) and Kait Murray (Committee Secretary).
Apologies	Councillor Michael Ward
Leave of Absence	
Health and Safety briefing	Those present were advised of the appropriate Exits and the Assembly Point to be used in the event of an emergency evacuation.
Recording Device	A recording device was used for the purpose of the accuracy of the minutes.
Absent	Nil.
Conflict of Interest Declarations	Nil.
Urgent Business	Access to Mt Lyford Lodge
1. MINUTES	THAT THE OPEN MINUTES OF THE ORDINARY MEETING HELD ON 20 JULY 2017 BE CONFIRMED. Harris/Anderson CARRIED Matters Arising from the minutes: Item 2.3 Water Supply Reticulation In response to a question regarding the communication plan for notifying residents, the Chief Executive Officer explained the communication plan was

to notify residents through individual letters and a media release. He said it was unfortunate the media picked up on it before residents were notified as per the plan.

Cr Fletcher raised concern over the consultation process and believes the decision met the test of being a significant decision.

The Chief Executive Officer explained why he believed the decision did not meet the test of significance under the significance and engagement policy and confirmed the lag between the meeting date and the notification of the decision via the media allowed time for the residents to be notified by letter. The Chief Executive Officer reiterated the decision was not made without an engagement plan in place.

Mayor Dalley requested a correction to the statements made at the previous meeting relating to the palatability of treated water. He said the statements that the stock palatability issues were only related to MIOX treated water were factually incorrect. He asked it be recorded that stock palatability issues were also present on chlorinated schemes, he made specific mention of the Upper Waitohi Scheme.

In response to a question the Manager Infrastructure Services - Delivery confirmed that the request for a tap installation after the UV water treatment process but prior to the chlorination process for Hanmer Springs and Waikari schemes is still being investigated.

2. DECISION ITEMS

2.1 Amberley Infrastructure Strategy

The Policy Planner presented the report. She said the Amberley Infrastructure Strategy was developed in 2010 and outlined how growth and development in Amberley is expected to be serviced in terms of infrastructure.

She said the document is not a statutory document so is not legally required to be reviewed, but a number of inconsistencies were identified and at the March 2017 Infrastructure Committee she presented a report recommending that the Amberley Infrastructure Strategy 2010 be revised. This was approved, with the additional resolution that the revised strategy be presented to the Amberley Ward Committee. The Amberley Infrastructure Strategy 2017 (AIS 2017) was presented to the Amberley Ward Committee at its 25 July 2017 meeting.

She outlined the main changes and inclusions in the strategy and noted that since the agenda was published there had been some changes to the Indicative Roding Plan which were, indicative roads being shown and the removal of rights of way. In response to a query regarding the main changes of the document the Policy Planner confirmed the reviewed AIS is more strategic and overarching, and the asset management plans were removed, she said the more detailed information was also removed.

In response to a query regarding subdivisions and developers responsibilities for the specific development and how the funding of the network outside of the subdivision. Manager Infrastructure Services - Assets confirmed the developer is required to pay contributions.

In response to a request for clarification on how Council will encourage, but not facilitate or fund, cost-sharing agreements between developers. The Policy Planner said this is addressed between the developers when a new development is being considered. The Manager Infrastructure Services -

Assets offered further clarification for dealing with this scenario. Cr Davison added he was concerned that the council may be left with a situation where developers are not adequately compensated for the value they bring to a development.

Cr Anderson suggested the Mainpower concept could be a solution to ensuring developers are not unfairly impacted and suggested Council Officers provide more than a facilitating role.

The Chief Executive Officer directed Council Officers to investigate the Mainpower model and report back to the Committee. Mayor Dalley thanked the Chief Executive Officer for the instruction, saying it has been discussed before, but had not been investigated by Council Officers.

In response to a question regarding an investors ability to subdivide and to put in all the facilities privately. The Policy Planner confirmed she had deliberated if this section should be left in the strategy or removed. She said that section was left in the strategy because there may be some situations where the discretion may be required however the preference is for Council ownership of infrastructure. The Chief Executive Officer reiterated this and said this should not stop Council looking at other options.

In response to a question regarding the document's ability to be altered to reflect changing requirements. The Policy Planner confirmed alterations to the document can be made at any time as the document is a living document.

THAT THE INFRASTRUCTURE COMMITTEE ADOPTS THE AMBERLEY INFRASTRUCTURE STRATEGY 2017.

Harris/Anderson

CARRIED

2.2 Hurunui Development Engineering Standard 2017

The Consultant Consents Engineer outlined the report and its purpose.

Some of the points noted from the presentation were:

- The purpose of the development engineering standard is to give developers and contractors certainty around design and Council Staff standards to adhere to.
- The Waimakariri District Council (WDC) Engineering code of practice has been used as a basis for the development of the Hurunui District Council (HDC) Engineering Standard.
- The document has been through extensive internal HDC staff reviews including by the planners, builders and engineers.
- The Standard is based on what council already does.
- The Standard sets out quality assurance and testing procedures.
- The drawings within the document are based on WDC and Christchurch City Council and drawings commissioned specifically for HDC.
- The document can be published on the Council website therefore readily available to Contractors and Developers.
- The Standard is directed towards new developments and sets out the minimum requirement.

In response to a query regarding if Engineering Standard or the District Plan will take precedence, the Policy Planner confirmed the planners would take a

pragmatic approach and refer developers and contractors to the Engineering Standard. However if developers or contractors didn't agree with the Standard, the default would be the District Plan.

Mayor Dalley gave a couple of practical examples from around the district where perverse results are evident where the District Plan and consent signoff and asked if the standards are flexible enough to meet the solutions required for the individual situations. The Consultant Consents Engineer confirmed that is the case, and said that by taking the drawings out of the District Plan it gives far more flexibility.

In response to a question regarding the process for changing the document the Consultant Consents Engineer confirmed that a 6 monthly invitation will be sent to designers or consultants calling for suggestions for amendments, as the Engineering Standard sits outside the District Plan, it can be amended at any time.

In response to a query regarding which rules apply relating to an existing consent which has work yet to be completed under that consent, the Consultant Consents Engineer confirmed the existing consent conditions would still apply, unless a variation is applied for.

In response to a query regarding potential unintended consequences due to the flexibility of the document and it being outside the District Plan. The Consultant Consents Engineer confirmed that is one of the good things about having the flexibility and having the document is that if something needs to be changed it can be, he also confirmed that most of other Councils have documents of a similar nature.

Cr Harris commended the Consultant Consents Engineer and said the Development Standard is a good and easy document to read. She highlighted the standard relating to footpaths states that concrete footpaths should be installed, she said this is a change. The Consultant Consents Engineer agreed that some developers might find it a change. He reiterated the document is pitched for new developments. But, he said if the footpaths around the district are going to be renewed, the standard should be considered.

Mayor Dalley asked for clarification and more detail from the Consultant Consents Engineer regarding around the peer review that the standard had undergone. The Consultant Consents Engineer outlined the internal peer review process the document had gone through. He said the first draft was submitted for review and the amendments were incorporated into the second draft which also had the inclusion of the drawings, which was again reviewed. He said from that a number of amendments were incorporated into the draft being presented today. The Team Leader – Roading provided an endorsement saying she reviewed the document and offered a few small amendments which were incorporated into this draft. The Manager Infrastructure Services - Assets also provided endorsement, he said his team had spent time peer reviewing the document.

THAT THE COMMITTEE ADOPTS THE HURUNUI DEVELOPMENT ENGINEERING STANDARD.

Dalley/Harris

CARRIED

Adjournment

The Committee adjourned the meeting for morning tea at 10.45am and reconvened at 11.07am.

3. DISCUSSION ITEMS

Nil.

4. INFORMATION ITEMS

4.1 Infrastructure Service Delivery Monthly

The Manager Infrastructure Services - Delivery gave an overview of the summarised Dashboard report. He explained the Business reporting package, saying it gives good visibility and more information on the budgets.

In response to a question regarding the impact of putting jobs on the back burner on the KPI figures, the Manager Infrastructure Services - Delivery explained the impact of deferring jobs on the KPI figures and said the KPI's provide a level of discipline.

Some of the points noted from the Manager Infrastructure Services - Delivery's overview were:

Water Supply Operations

- Balmoral – The Manager Infrastructure Services - Delivery explained in more detail the removal of the safety concern. He said it relates to the installation of a cut off which stops water flowing if there is an interruption in power or if the power fails. Ultimately stopping untreated water flowing through the system.
- Hanmer taste – In response to a query relating it if flock has been introduced or not, the Manager Infrastructure Services - Delivery confirmed it has been introduced at times of high turbidity, he said it was introduced some months ago, he reiterated it is only used in times of high turbidity.

Waste Water Operations

- Leithfield – The Manager Infrastructure Services - Delivery confirmed investigations into the cause of the significant infiltration in infrastructure from storm and groundwater are ongoing.
- In response to a query relating to the source of the fat blockage and if its origin was domestic or commercial. The Manager Infrastructure Services - Delivery confirmed they are generally of commercial origin. When asked if recompense is sought, he said when it is able to be proven that a fat blockage is of commercial origin the source would be asked to contribute to the cost of clearing.
- Hanmer ponds – In response to a question regarding the possible consent issues caused by earthquake. The Manager Infrastructure Services - Assets confirmed it is probable an abatement notice will issued. He confirmed there could be pecuniary impacts, he further confirmed it is quantity related.

Storm Water Operations

- Rain event – The Manager Infrastructure Services - Delivery confirmed infrastructure performed well during this event, however Amberley Beach Road has been highlighted as an area requiring further attention due to the varying sizes of the infrastructure that has been installed over the years.
 - Infrastructure limitations – The Manager Infrastructure Services - Delivery confirmed some areas were close to maximum capacity
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during the event, he said a report is being drafted detailing the pinch points identified, the report will be brought before the committee at a future meeting.

Hawarden Waikari Road, was highlighted as an issue, with Cr Black saying water was banked right up and almost covered the entire road surface. The Team Leader – Roading explained the process for managing grass berms/shoulders and said spraying as opposed to mowing, in the long term would provide more satisfactory drainage solution.

Manager Infrastructure Services - Delivery referred the Committee to the Contract 15-01 Quarterly KPI Report. He explained the KPI process and said that through the earthquake period some roadside audits were carried out. He said the graph illustrating a drop into the red section was due to KPI's being side-lined due to various staff issues over that time including key staff finishing and retiring, leaving and staff being diverted to earthquake work.

Manager Infrastructure Services - Delivery confirmed the quarterly KPI report would be presented to the committee for their information. Cr Davison highlighted the community forgiveness regarding the roads has been at a high level for some time and will not last for too much longer, he said it is obvious there is a bit of work to be completed to catch up.

In response to a query regarding the review of the contract. The Team Leader – Roading confirmed the contract is in its third year and the discussion regarding the continuation, dis-continuation, amendments or variations to the contract will take place in March 2018.

The Team Leader – Roading confirmed there have been an increase in CSR's, received due to the irrigation project, rain and snow events. She gave a brief overview of the report prepared detailing recent work carried out by the various contractors.

In response to a question regarding metalling, The Team Leader – Roading confirmed crushing operations have begun and are taking place in four locations around the district.

In response to a query regarding the reports of roads that have turned to slush, The Team Leader – Roading explained some scenarios' where the road might appear slushy and how they are dealt with.

The discussion turned to the Amuri Irrigation Scheme and issues around damage to the roads caused by the crossings.

The Manager Infrastructure Services - Delivery explained the process including who is responsible for the maintenance and the period that remains in place. The Team Leader – Roading explained the roading team's approach to monitoring the sites and gave examples of trenching and reinstatement issues and the expectation of remediation of that in the field. She confirmed the standard of remediation required is documented in the consent, and the responsibility of the Health and Safety of the site ultimately sits with Council.

The Manager Infrastructure Services - Delivery confirmed damage to the infrastructure that is identified as being caused by Amuri Irrigation Project will be charged to Amuri Irrigation. In response to a query relating to the damage and if the level it is occurring at was intended or unintended, the Manager Infrastructure Services - Delivery confirmed the management of Amuri Irrigation are aware of the location of the network, he gave examples of when watermen have been onsite and pointed out the location of the infrastructure

prior to work in the vicinity being carried out and contractors have still damaged infrastructure. He said some of the level of damage is known, however there have been instances of damage being remediated that were unknown at the time, but became known due to further issues i.e. the water was turned off and not turned on again.

When asked about the certainty of the standard of the repairs, the Manager Infrastructure Services - Delivery confirmed that the standard of the repair isn't always known. He further explained the process put in place to facilitate the expedient the repairs of infrastructure when it has been damaged.

The Amuri Irrigation Company has been contacted regarding the issues experienced.

THAT THE INFORMATION BE RECEIVED.

Harris/Anderson

CARRIED

**4.2 Asset Works
Programme 3
Waters and
Roading**

The Manager Infrastructure Services - Assets explained the new synopsis inclusion within the report and removed the items that have been completed. He said he has summarised the current activities and took the report as being read.

Where there was discussion about individual items, some of the main points are noted below:

Water

Item 6, Hanmer WWTP – Disposal to land – The Chief Executive Officer confirmed the Draft agreement is still a work in progress.

Item 10, Waikari WWTP - new consent application - renew current consent - The Manager Infrastructure Services - Assets briefly updated the Committee saying the MOU is being worked on and progressing.

Item 17, Development of a 3-year CAPEX FWP for all storm water projects in the district's targeted rate areas – In response to a question regarding the Stanton Road Project the Manager Infrastructure Services - Assets confirmed the investigation is ongoing and when a plan has been put in place it will be presented to the Amberley Ward Committee.

Dock Creek cost of investigation

The Manager Infrastructure Services – Delivery confirmed the investigation results will be brought to the Amberley Ward committee.

Roading

Item 15, Bridge Assessments post-earthquake event - The Manager Infrastructure Services - Assets updated the Committee saying there has been a restructure at NZTA and that the new personnel have said they would prefer the last part of the project is done by another contractor because OPUS would be overseeing the entire contract. He confirmed that he doesn't see an issue with the project progressing. Options that are coming through will be presented to the Committee for discussion in terms of risks, costs and benefits.

Item 22, Conway Flat Road erosion assessment and improvement works - Manager Infrastructure Services - Assets confirmed the Asset Engineer – Roading would be progressing this funding application which will be brought before the Committee again before implementation.

The discussion turned to the Amberley Pedestrian Staple on State Highway 1.

The Manager Infrastructure Services - Assets updated the committee. He said NZTA agreed to replace the two existing cages with staples, but have not yet agreed to cover the cost of the staples on the two crossings that are not caged.

The discussion turned to the Road Safety Committee. The Manager Infrastructure Services - Assets confirmed he intends on approaching the Asset Engineer – Roading conjunction with either an ex councillor or a sitting councillor to revive the Committee. It was noted that Cr McLean has expressed an interest in being involved. It was also pointed out the Committee expectations and intent will need to be reviewed to align these. Mayor Dalley suggested the introduction of a Road Safety Action sheet to assist the Infrastructure Committee while the Road Safety Committee is still being revived.

Item 13, Regional Road Safety Working Group (RRSWG) - The Manager Infrastructure Services - Assets gave an overview the purpose of the group saying it adds value and is an important forum to get a view across Canterbury.

THAT THE INFORMATION BE RECEIVED.

Anderson/Harris

CARRIED

5. URGENT BUSINESS

5.1 Access to Mt Lyford Lodge

The Manager Infrastructure Services - Assets detailed the urgent business. He explained why it is a safety issue why he believes needs to be addressed under urgency.

The Manager Infrastructure Services - Assets said the existing carpark would be removed at the cost of NCTIR and confirmed funds are available through the minor improvements budget and the expectation is that around \$30k would be funded by Council and the remaining cost would be picked up by NZTA.

In response to a query regarding the priority for the use of the minor improvements budget the Manager Infrastructure Services - Assets confirmed the usual process would have been to bring the proposed improvement before the Road Safety Committee who would either endorse it or not, and then it would be bought before this Committee for final signoff.

In response to a question regarding the benefit the business would receive as a result of the improvement, and if the issue could be resolved by neighbouring properties cutting trees back, the Manager Infrastructure Services - Assets confirmed the line of sight would not be improved if the trees were cut back. He said the only way of improving the line of sight would be by changing the road.

In response to a query if improvements to signage would make up for loss of business, the Manager Infrastructure Services - Assets believed it would assist with stopping motorists who miss seeing the lodge and then u-turning at the intersection.

The Chief Executive Officer raised a number of issues including that NZTA are responsible for the road and they have created the issue by creating a carpark for their own convenience. He said in principle NZTA should sort it out and pointed out the Manager Infrastructure Services - Assets is trying to do the right thing by the Rate Payer to make sure their business isn't unduly affected

by NZTA's actions, but he believes more pressure should be put on NZTA. The Manager Infrastructure Services - Assets said NZTA have confirmed they will be taking the access out, but won't be making any changes to assist the rate payer with ease of access to their property. He said NZTA would still be contributing via shared cost situation, because NZTA contribute to the minor improvements fund.

Mayor Dalley expressed concern and said he can't recall the intersection being the subject of a safety issue prior to the volumes of traffic that currently use the Inland Road now. He said the authority responsible for the road during the period of that danger because of increased traffic flows should take care of that issue.

Manager Infrastructure Services – Assets reiterated that NCTIR will close the temporary access. He said the existing intersection has not been identified as an unsafe intersection. In response to a query regarding is improved signage would make a difference, the Manager Infrastructure Services - Assets said it would, but the traffic turning right would still be exposed if the minor improvements (widening) are not undertaken.

The Chief Executive Officer further clarified, that NCTIR have created the temporary access issue.

Mayor Dalley confirmed he understands the idea of assisting the ratepayer because of the circumstances. He said the safety programme is prioritised and this proposal hasn't gone through the usual process and probably should to be fair to the rest of the district and to understand the level of unsafeness compared to other works on the list

THE COMMITTEE AGREED THAT THE REPORT BE LEFT ON THE TABLE.

Harris/Daly

CARRIED

Meeting Ended

The meeting ended at 12:44pm.

The next meeting will be 1pm on Thursday, 21 September 2017