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## **NOTICE OF MEETING**

**Notice is hereby given of the Meeting of the  
Infrastructure and Services Committee  
to be held in the Council Chamber,  
First Floor, Civic Administration Building,  
101 Esk Street, Invercargill on  
Monday 31 July 2017 at 4.00 pm**

His Worship the Mayor Mr T R Shadbolt JP  
Cr L S Thomas (Chair)  
Cr I R Pottinger (Deputy Chair)  
Cr A J Arnold  
Cr K F Arnold  
Cr A H Crackett  
Cr I L Esler

EIRWEN HARRIS MITCHELL  
MANAGER, SECRETARIAL SERVICES

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6. **PUBLIC EXCLUDED SESSION**

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

(a) *Report of the Director of Works and Services*

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
(a) Contract 798 Rural Roads Rehabilitation (Rockdale Road and Kennington Waimatua Road	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
Contract 799 Tweed Street – Metzger to Highfield, Elles Road – Balmoral to Crinan and Ettick to Tweed	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
Contract 812 Unsealed Surfaces Maintenance	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)
Southland Indoor Leisure Centre Charitable Trust – Request for Remission of Annual Charges	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 7(2)(i)

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**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE MONDAY 31 JULY 2017**

<b>MONITORING OF SERVICE PERFORMANCES</b>
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**Report Prepared by:** Melissa Short – Strategy and Policy Manager

**SUMMARY**

Reporting on the Infrastructure and Services levels of service measures for the period comprising 1 July 2016 to 31 May 2017.
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**RECOMMENDATIONS**

**That the report be received.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> The report monitors performance in relation to levels of service measures identified in the Long Term Plan and the Annual Plan.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council’s Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> No.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> No.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes.

**FINANCIAL IMPLICATIONS**

No financial implications arise from this report.

## PARKS AND RESERVES

Surrey Park Grandstand investigations are being carried out on the required EQ strengthening. First stage has been completed of the Estuary Walkway storm protection to protect the track on the edge of the estuary from wave surge and washouts. Site works have commenced for the Chinese Gardens in Queens Park. Exterior maintenance of the Anderson Park house spouting has been finished. The shutters have been returned to their original colour. The next stage is the replacement of shutters. Land preparation has commenced for forestry regarding plantings at Sandy Point. This work will also allow for additional areas for recreational users. New shelter for Bond Street landfill site estuary walkway has been installed in partnership with Invercargill Rotary Clubs. The skate park hard surfaces have been resealed. Upgraded playground has been completed at Panton Street reserve and relayed safety surfacing on several playgrounds. Feldwick Gates have been repainted. Queens Park lighting upgrade is continuing.

## PUBLIC TOILETS

	1 July 2015 to May 2016	1 July 2016 to May 2017
<b>Access to Services</b>		
Automated toilets are available 24 hours a day.	98.55%	97.18%

## ROADING

	1 July 2015 to May 2016	1 July 2016 To May 2017
<b>Traffic Signs and Signals</b>		
Vandalised / missing signs and maps are promptly responded to within 48 hours.	97.42%	93.2%
Traffic signals are responded to within one hour for emergency works, four hours for serious faults and 12 hours for minor faults.	91.23%	84.36%
<b>Street Lighting</b>		
Compliance with New Zealand Street Lighting Standard (LTP Measure – Increasing percentage)	Annual Measure as at end of June each year	Annual Measure as at end of June each year
<b>Cycling Network</b>		
Council's cycling network is fully marked (LTP Measure – Increasing Network)		
<b>Road Safety</b>		
Number of fatalities and serious injury crashes on the local road network (LTP Measure – reducing number)	New Measure	Annual Measure Jan-Dec each year
<b>Road Condition</b>		
The average quality of ride on a sealed local road network, measured by smooth travel exposure.		
LTP Measure – Urban >81%		Annual Measure As at 30 June each year

LTP Measure - Rural >93%		Annual Measure As at 30 June each year
<b>Road Maintenance</b>		
The percentage of the sealed local road network that is resurfaced. (LTP Measure – Chipsealing 5.9%)	New Measure	Annual Measure as at end of June each year
<b>Footpaths</b>		
The percentage of footpaths within a Council's district that fall within the level of service or service standard for condition of footpaths as set out in the Asset Management Plan (LTP Measure – 95% of sealed footpaths have a condition of good or better)	New Measure	Annual Measure as at end of June each year
<b>Response to Service Requests</b>		
The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the timeframe specified in the Long Term Plan. (LTP Measure 75% within 5 days)	New Measure	Monthly Cumulative result 64.73%

\* Responded to means that the contractor has been notified and has visited the site to ensure it is made safe for use by traffic and pedestrians.

Two of Roding performance indicators are below the target for the year.

The response to service requests has suffered from a data reporting issue where the RFS needs to be transferred into the Roding system (RAMM), then sent to the contractor and when complete, the process is reversed. This data handling takes time (and commitment) and these delays result in not meeting the target.

Again the traffic signals target for emergency responses has not been met through only having a small number of events and if reporting fails so the target falls away quickly.

These are areas where ongoing development and monitoring is occurring.

As a general note, Council received 2,342 Roding requests last year which is approximately 1.2 per business hours. This is probably one of the highest demands faced by Council.

## Programme of Works

### Roding

Street	Start	Finish	Activity	Status 2016/17 Annual Plan	Progress to May 2017
Anne Street	Filleul Street	Fulton Street	Chipseal	Planned	Completed
Arthur Street	Philip Street	Dee Street	Chipseal	Planned	Completed
Avon Road	Bain Street	Chesney Street	Rehabilitation	Planned	Completed
Bainfield Road	North Road	Queens Drive	Asphalt	Planned	Completed
Balmoral Drive	Elles Road	Clyde Street	Chipseal	Planned	Completed
Bandon Street	Bann Street	Budd Street	Chipseal	Planned	Planned
Bond Street	Clyde Street	Crinan Street	Rehabilitation		Completed
Burrows Street	Marine Parade	Elizabeth Street	Chipseal	Planned	Planned
Carlyle Street	Tay Street	West Street	Chipseal	Planned	Completed

Infrastructure and Services Agenda - MONITORING OF SERVICE PERFORMANCE

Street	Start	Finish	Activity	Status 2016/17 Annual Plan	Progress to May 2017
Dunns Road	Marama Avenue	Oreti River Bridge	Chipseal	Planned	Deferred
Dunns Road	Oreti River Bridge	Oreti Beach	Chipseal		Completed
Filleul Street	Philip Street	Dee Street	Chipseal	Planned	Completed
Foreshore Road	Shannon Street	Old Wharf Approach	Chipseal	Planned	Completed
Fulton Street	Philip Street	Dee Street	Chipseal	Planned	Completed
Gore Street	Suir Street	Gore Street	Chipseal	Planned	Planned
Gorge Road Invercargill Hghwy	Murphy Road	Kennington-Waimatua Road	Chipseal	Planned	Completed
Hensley Street	Philip Street	Dee Street	Chipseal	Planned	Completed
Louisa Street	Philip Street	Dee Street	Chipseal	Planned	Planned
MacQuarrie Street	Elles Road	Brown Street	Chipseal	Planned	Planned
McLew Road	McLew Road	Rimu Road	Chipseal	Planned	Planned
Mill Road North	Bainfield Road	Findlay Road	Rehabilitation	Planned	Completed
Moore Road	North Road	Steele Road	Chipseal	Planned	Completed
Moray Crescent	Bay Road	Moray Crescent	Chipseal	Planned	Deferred
Myross Road	Roslyn Bush Road	Mill Road North	Chipseal	Planned	Completed
Nevis Crescent	Moray Crescent	Nevis Crescent	Chipseal	Planned	Deferred
Racecourse Road	Herbert Street	St Andrew Street	Chipseal	Planned	Planned
Regent Street	Tramway Road	Lauder Crescent North	Rehabilitation	Planned	In Progress
Rockdale Road	Centre Street	Tramway Road	Chipseal	Planned	Completed
Rons Place	Foreshore Road	Rons Place	Chipseal	Planned	Completed
Thames Street	Liffey Street	Philip Street	Chipseal	Planned	Completed
Tweed St Elles Road	Roundabout		Asphalt	Planned	Completed
Tweed Street	Elles Road	Ythan Street	Rehabilitation	Planned	Completed
Watt Road	Grant Road	Black Road	Chipseal	Planned	Completed

### Map of Roding Programme – Urban







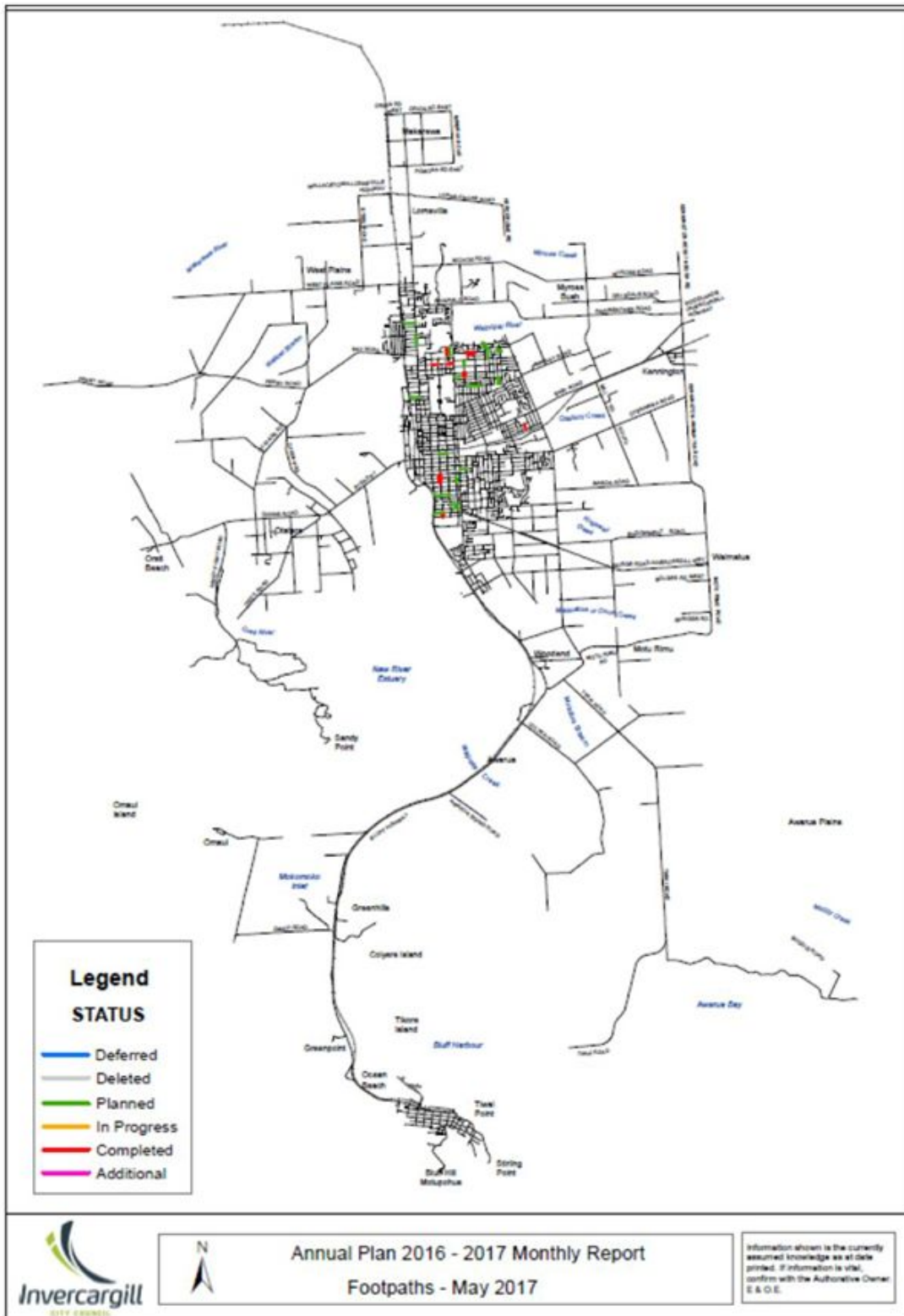
**Programme of Works****Footpaths**

<b>Street</b>	<b>Start</b>	<b>Finish</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Bowmont Street	Elles Road	Princes Street	Concrete	Planned	Planned
Catherine Street	Queens Drive	Windsor Street	Concrete	Planned	Planned
Conon Street	Balmoral Drive	Crinan Street	Concrete	Planned	Completed
Conon Street	Balmoral Drive	Crinan Street	Concrete	Planned	Completed
Conon Street	Elizabeth Street	O'Hara Street	Concrete	Planned	Completed
Duke Street	Queens Drive	Ramrig Street	Concrete	Planned	Completed
Duke Street	Grey Street	Park Street	Concrete		Completed
Elm Crescent	Montrose Street	No 7	Concrete	Planned	Planned
Elm Crescent	Montrose Street	Gladstone Terrace	Concrete	Planned	Planned
Eye Street	Conon Street	Ythan Street	Asphalt	Planned	Planned
Findlay Road	End of K&C	Bethunes Lane	Concrete	Planned	In Progress
Janet Street	Bluff Road	Ythan Street	Concrete		Planned
Jospeh Street	End	George Street	Concrete	Planned	Planned
King Street	Antrim Street	Ure Street	Concrete	Planned	Planned
Kowhai Street	Layard Street	Lamond Street	Concrete	Planned	Planned
Lowe Street	Philip Street	Dee Street	Concrete	Planned	Planned
Majorie Street	West Street	Fairview Avenue	Concrete	Planned	Completed
Manse Street	Ness Street	End	Concrete	Planned	Planned
Montrose Street	No 3	Gladstone Terrace	Concrete	Planned	Completed
Montrose Street	No 12	Gladstone Terrace	Concrete	Planned	Completed
Ness Street	Balmoral Drive	Earn Street	Concrete	Planned	Planned
North Road	Dudley Street	Galway Street	Asphalt	Planned	Planned
O'Hara Street	Bluff Highway	Conon Street	Concrete	Planned	Planned
Panton Street	Ythan Street	Ness Street	Concrete	Planned	Planned
Pine Crescent	Ward Street	22 Pine Crescent	Concrete	Planned	Planned
Pine Crescent	Ward Street	22 Pine Crescent	Concrete	Planned	Planned
Price Street	Ross Street	NorthRoad	Concrete	Carry forward	Planned
Queens Drive	Bridge	Gimblett Street	Resurfacing	Planned	In Progress
Salford Street	Cruickshank Crescent	Moana Street	Concrete	Planned	Planned
Terrace Street	Waihopai Street	Wilton Street	Concrete	Planned	In Progress
Terrace Street	Waihopai Street	Wilton Street	Concrete	Planned	Completed
Waihopai Street	High Street	Terrace Street	Concrete	Planned	Completed
Windsor Street	Catherine Street	Herbert Street	Asphalt	Planned	Completed
Windsor Street	Chelmsford Street	Layard Street	Concrete	Planned	Planned

### Map of Footpath Programme – Urban



**Map of Footpath Programme – District**



**SEWERAGE**

	<b>1 July 2015 to May 2016</b>	<b>1 July 2016 to May 2017</b>
<b>System and Accuracy</b>		
Sewerage. System Adequacy. Number of dry weather sewerage overflows. The number of dry weather sewerage overflows from the Invercargill City Council's sewerage system, expressed per 1000 sewerage connections to that sewerage system. (LTP Target 2015/16 – 4 blockages per 1000 properties annually)	Annual Measure 0.38	Annual Measure 0.66
<b>Discharge Compliance</b>		
Sewerage. Discharge Compliance. Compliance with the Council's resource consents for discharge from its sewerage system. Compliance with the Council's resource consents for discharge from its sewerage system measured by the number of: ➤ Abatement Notices ➤ Infringement Notices ➤ Enforcement Orders ➤ Convictions received by Council in relation to those resource consents. (LTP Target 2015/16 – 100% compliance)	Complied	Complied
<b>Customer Satisfaction</b>		
The total number of complaints received by Council about any of the following: ➤ Sewerage - Customer Satisfaction. Number of complaints received by Council about SEWERAGE ODOUR. (LTP Target 2015/16 – 0 complaints per year)	1.00	0.00
➤ Sewerage - Customer Satisfaction. Number of complaints received by Council about its sewerage system FAULTS AND BLOCKAGES. (LTP Target 2015/16 - <4 blockages per 1000 connections per year) The Council's response to issues with its sewerage system, expressed per 1000 connections to Council's sewerage system.	0.38	0.81
<b>Fault response times</b>		
Where the Council attends to sewerage overflows resulting from a blockage or other fault in the Council's sewerage system, the following median response times measured: ➤ Attendance time – from the time Council receives notification to the time that service personnel reach the site. ➤ Resolution time – from the time that Council receives notification to the time that service personnel confirm resolution of the blockage or fault.		
<b>Priority</b>	<b>Target</b>	
Sewerage - Emergency Response Attendance Time - 1 hour target	1 hour (LTP Target 2016/17 – 90% compliance)	89.06%
		86.96%

Sewerage - Emergency Resolution Time - 6 Hours (Target 90%)	6 hours (LTP Target 2016/17 – 90% compliance)	86.36%	95.65%
Sewerage - Urgent Response Attendance Time - 4 hour target	4 hours (LTP Target 2016/17 – 90% compliance)	94.00%	96.08%
Sewerage - Urgent Resolution Time - 24hour target	24 hours (LTP Target 2016/17 – 90% compliance)	88%	96.08%

### Programme of Works

#### *Pipeworks*

Street	Start	Finish	Activity	Status 2016/17 Annual Plan	Progress to May 2017
Mersey Steet	Otepunu Stream	Spey Street	Relining	Planned	In Progress
Mersey Street	Otepunu Bridge	Otepunu Bridge	Renewal	Carry forward	Completed
Queens Park	Queens Drive	Kelvin Street	Renewal	Planned	In Progress

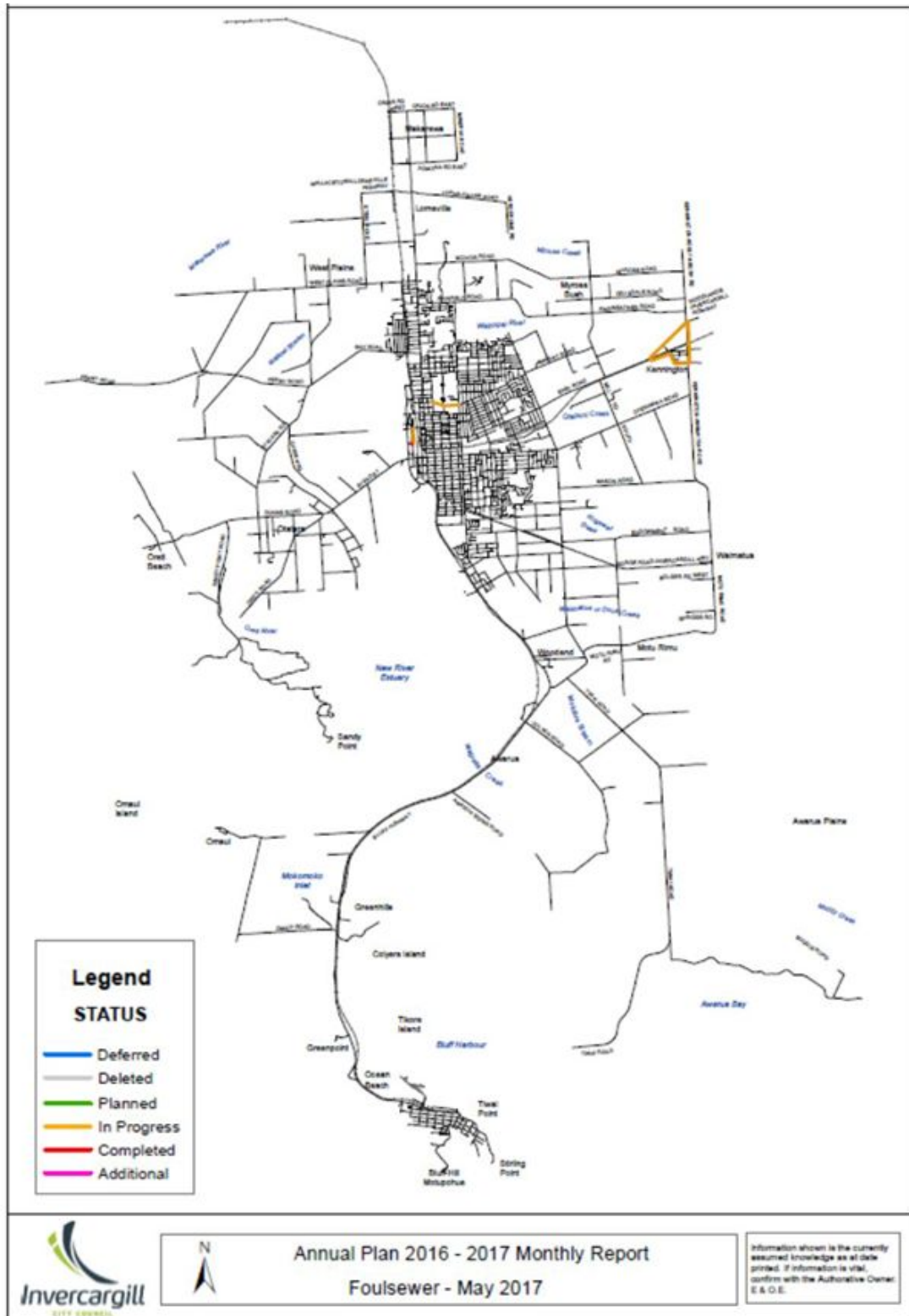
#### *Pump Stations*

Location	Activity	Status 2016/17 Annual Plan	Progress to May 2017
Kennington Area	Growth		In Progress

Map of Sewerage Works Programme – Urban



Map of Sewerage Works Programme – District

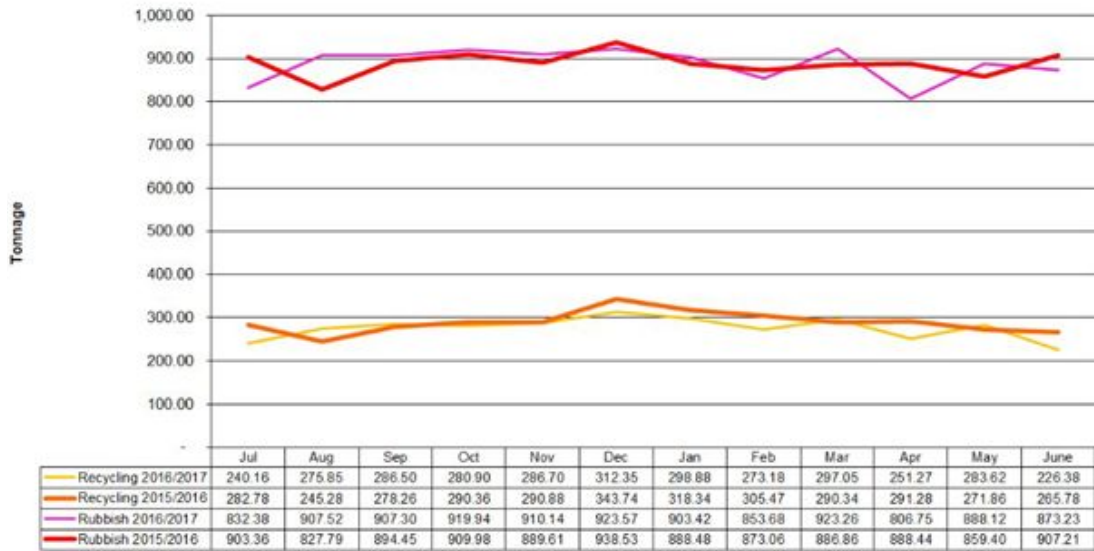




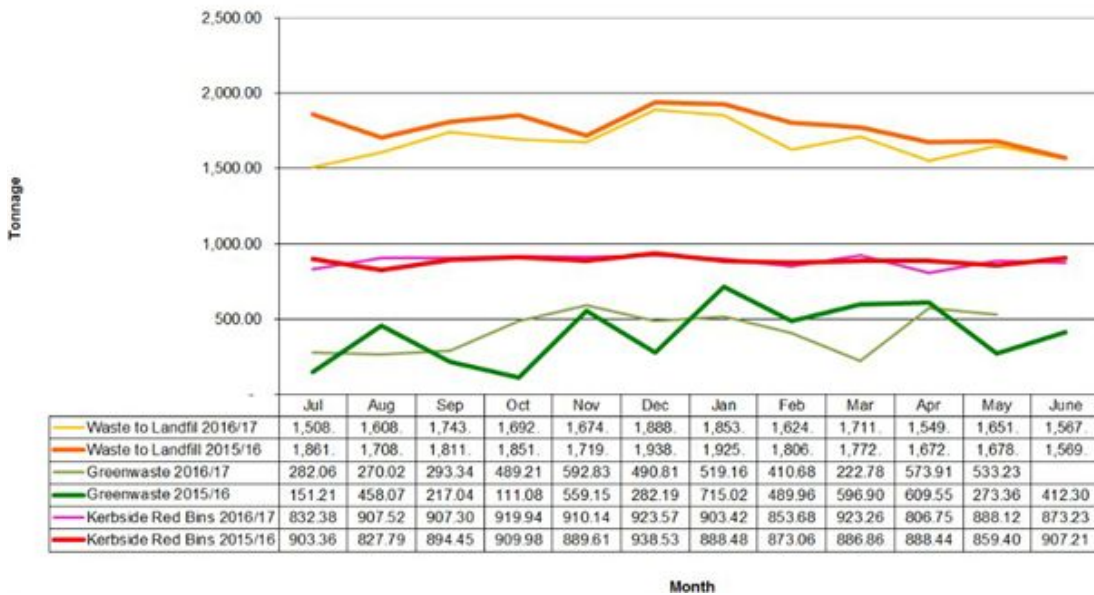
**SOLID WASTE MANAGEMENT**

<b>Alternative Solid Waste Disposal Practices</b>
Increasing use of alternative disposal practices (Cleanfill, green waste and recyclable material.) (LTP measure)

**Kerbside Recycling and Rubbish Collection**



**Invercargill Waste Transfer Station**



**Graph of Solid Waste Disposal**

**STORMWATER**

	<b>1 July 2015 to May 2016</b>	<b>1 July 2016 to May 2017</b>
<b>System Adequacy</b>		
Number of flooding events that occur in the Invercargill City district and for each flooding event the number of habitable floors affected. The number of flooding events that occur in the Invercargill City district. (LTP Target 2015/16 – Zero habitable floors affected per 1000 properties during any five year return storm.)*	Zero Storms recorded in the Invercargill City District.	Five storms were recorded in Invercargill City district in May 2017. No habitable floors were affected during these storms.
<b>Discharge Compliance</b>		
Stormwater Discharge Compliance. Compliance with the Council's resource consents for discharge from its stormwater system. Compliance with the Council's resource consents for discharge from its stormwater system measured by the number of: ➤ Abatement Notices ➤ Infringement Notices ➤ Enforcement Orders ➤ Convictions received by Council in relation to those resource consents. (LTP Target 2015/16 – 100% compliance)	Yes	Yes
<b>Response Times</b>		
The median response time to attend a flooding event, measured from the time that Council received notification to the time that service personnel reach the site. (LTP Target 2015/16: Median response time to emergency events – 1 hour Median response time to urgent events – 4 hours)		
Stormwater - Emergency Response Attendance Time - 1 hour target	100.00%	100.00%
Stormwater - Urgent Response Attendance Time - 4 hour target	95.24%	87.50%
<b>Customer Satisfaction</b>		
Stormwater - Customer Satisfaction. Number of complaints received by Council about the performance of its stormwater system. The number of complaints received by Council about the performance of its stormwater system, expressed per 1000 properties connected to the Council's stormwater system. (LTP Target 2015/16 <4 complaints per 1000 properties per annum)	1.0	0.28

**Programme of Works**

***Pipeworks***

<b>Street</b>	<b>Start</b>	<b>Finish</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Gala Street	Dee Street	Deveron Street	Renewal	Planned	Completed
Jed/Ythan Street	Otepuni Stream	Don Street	Upgrade		In Progress
Prestonville SWPS			Pump Replacement (3)	Carry forward	In Progress
Tay Street	Kelvin Street	Jed Street	Renewal	Planned	Planned
Beatrice Street			SW Treatment Pond	Carry forward	Planned
Gala Street	Dee Street	Deveron Street	Renewal	Planned	Completed

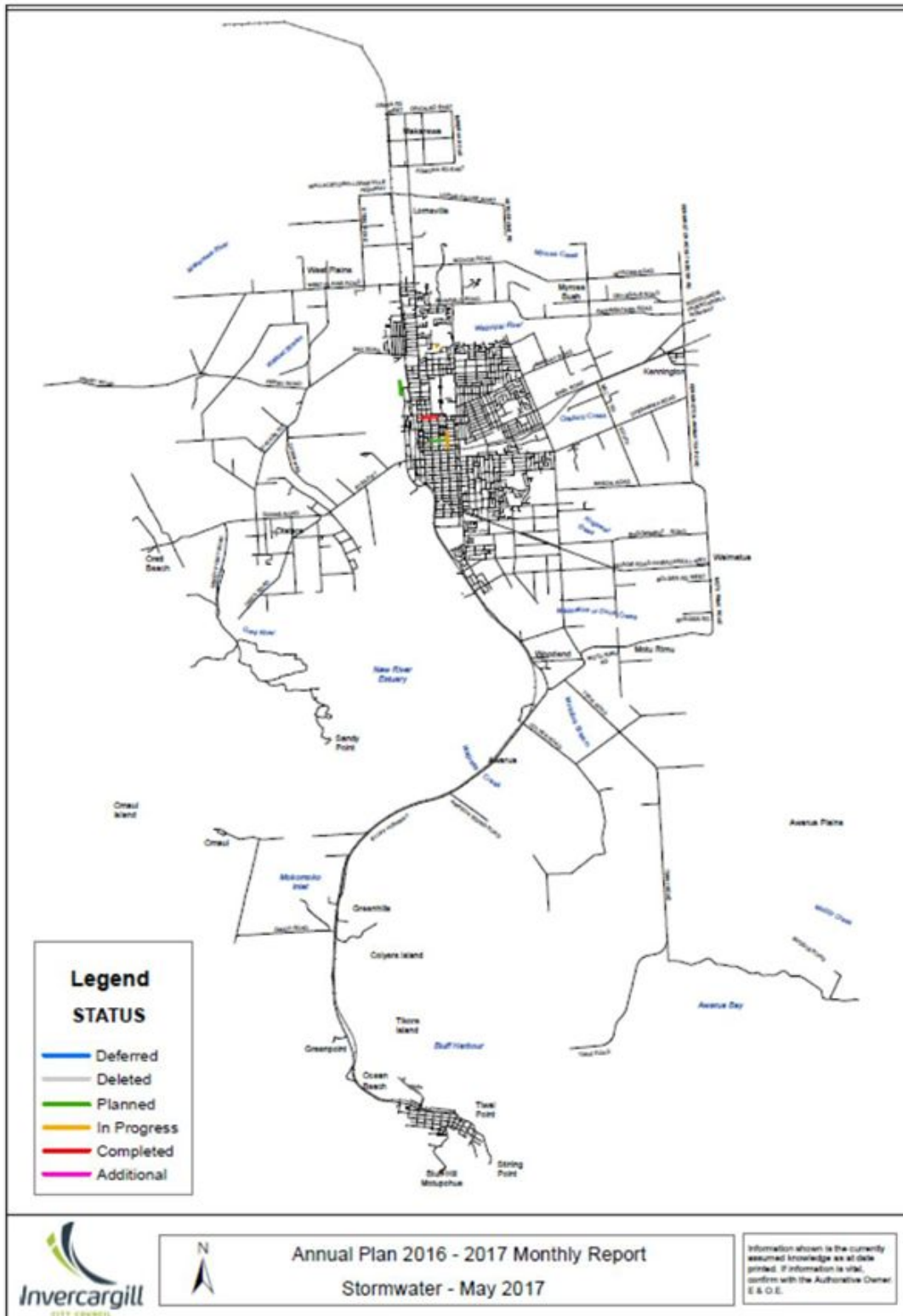
***Pump Stations***

<b>Location</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Beatrice Street	SW Treatment Pond	Carry forward	Planned

### Map of Stormwater Programme – Urban



### Map of Stormwater Programme – Rural



**WATER SUPPLY ACTIVITY**

	<b>1 July 2015 to May 2016</b>	<b>1 July 2016 to May 2017</b>
<b>Safety of Drinking Water</b>		
The extent to which the local authority's drinking water complies with:		
(a) Safety of Drinking Water - the extent to which ICC complies with drinking water standards - BACTERIA COMPLIANCE CRITERIA Part 4 of the drinking water standards (bacteria compliance criteria) (LTP Target - 100%)	Complied	Complied
(b) Safety of Drinking Water. The extent to which ICC complies with drinking water standards PROTOZOAL COMPLIANCE CRITERIA Part 5 of the drinking water standards (protozoal compliance criteria) (LTP Target - 100%)	Non-compliant	Non-compliant <sup>1</sup>
<b>Maintenance of the reticulation network</b>		
Maintenance of the reticulation network. Percentage of real water loss form the networked reticulation system. The percentage of real water loss from the networked reticulation system (calculated according to the methodology outlined in Water NZ Water Loss Guidelines publication February 2010) (LTP Target – less than 30%)	Annual Measure	Annual Measure
<b>Customer Satisfaction</b>		
The total number of complaints received by Council about any of the following:		
(a) Customer Satisfaction. Total Number of complaints received by Council in relation to DRINKING WATER CLARITY. Drinking water clarity (LTP Target – no more than 0.45 per month)	Complied	Non-compliant <sup>2</sup>
(b) Customer Satisfaction. The total number of complaints received by Council in regard to DRINKING WATER TASTE. Drinking Water taste (LTP Target – no more than 0.43 per month)	Complied	Non-compliant <sup>3</sup>
(c) Customer Satisfaction. Total Number of complaints received by Council in relation to DRINKING WATER ODOUR. Drinking water odour (LTP Target – no more than 0.45 per month)	Complied	Complied

	<b>1 July 2015 to May 2016</b>	<b>1 July 2016 to May 2017</b>
(d) Customer Satisfaction. Total Number of complaints received by Council in relation to DRINKING WATER PRESSURE OR FLOW. Drinking water pressure or flow (LTP Target – no more than 0.45 per month)	Complied	Complied
(e) Customer Satisfaction. Total Number of complaints received by Council in relation to CONTINUITY OF SUPPLY. Continuity of supply (LTP Target – no more than 0.45 per month)	Complied	Complied
(f) Customer Satisfaction. Total Number of complaints received by Council in relation to RESPONSE TO COMPLAINTS FROM PI 137 - PI 141. Council response to any of these issues. (LTP Target – no more than 0.45 per month)	Complied	Complied
<i>Expressed per 1000 connections to the Council's networked reticulation system (LTP Target – Per 1000 connections)</i>		
<b>Demand Management</b>		
Demand management. Average consumption of drinking water per day per resident. The average consumption of drinking water per day per resident within the Invercargill City Council territorial district. (LTP Target – less than 700 litres/day)	Complied	Complied
<b>Fault Response Times</b>		
(a) Fault response times. Attendance for URGENT call-outs. Attendance for urgent call-outs: from the time that Council received notification to the time that service personnel reach the site. (LTP Target – 4 hours)	Complied (median = 30mins)	Complied (median = 30mins)
(b) Fault response times. Resolution of URGENT call-outs. Resolution of urgent call-outs: from the time that Council received notification to the time that service personnel confirm resolution of the fault or interruption. (LTP Target – 24 hours)	Complied (median = 2hrs and 57mins)	Complied (median = 1hr and 30mins)
(c) Fault response times. Attendance for NON-URGENT call-outs. Attendance for non-urgent call-outs: from the time that Council receives notification to the time that service personnel reach the site. (LTP Target – 5 working days)	Complied (median = 3 days, 21hrs and 58mins)	Complied (median = 4 days, 20hrs and 53mins)

	<b>1 July 2015 to May 2016</b>	<b>1 July 2016 to May 2017</b>
(d) Fault response times - Resolution of NON-URGENT call-outs. Resolution of non-urgent call-outs: from the time that Council received notification to the time that service personnel confirm resolution. (LTP Target – 10 working days)	Complied (median = 5 days, 6hrs and 13mins)	Complied (median = 6 days, 19hrs and 30mins)

- <sup>1</sup> Transgression in October as previously reported.
- <sup>2</sup> Non-compliant in March as previously reported, all other months compliant.
- <sup>3</sup> Non-compliant in March as previously reported, all other months compliant.



**Programme of Works**

***Pipeworks***

<b>Street</b>	<b>Start</b>	<b>Finish</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Airport Avenue	Bond Street	Airport	Renewal	Planned	Completed
Bay Road	North Road	Ross Street	Renewal	Planned	In Progress
Don Street	Dee Street	Doon Street	Renewal	Planned	Completed
Islington Street	Islington Street	Turnbull Thompson Park	Renewal	Planned	Completed
Kelvin Street	Don Street	Leet Street	Renewal	Planned	Completed
Lamond Street East	Ward Street	Salford Street	Renewal	Planned	Completed
Layard Street	Ward Street	Racecourse Road	Renewal	Planned	Completed
Manapouri Street	Murphy Street	Manapouri Street	Renewal	Planned	Completed
Monowai Street	Saturn Street	Conyers Street	Renewal	Planned	Completed
Murphey Street	Saturn Street	Conyers Street	Renewal	Planned	Completed
Otepuni Avenue	122 Otepuni Avenue	Reserve	Renewal	Planned	Completed
Racecourse Road	Herbert Street	St Andrew Street	Renewal	Planned	Completed
Spey Street	Leven Street	Deveron Street	Renewal	Planned	Completed
Terrace Street	Wilton Street	Waihopai Street	Renewal	Planned	Completed

***Pump Stations/Reservoirs***

<b>Location</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Waikiwi Reservoir	Pump Replacement – No. 3	Carry forward	Planned

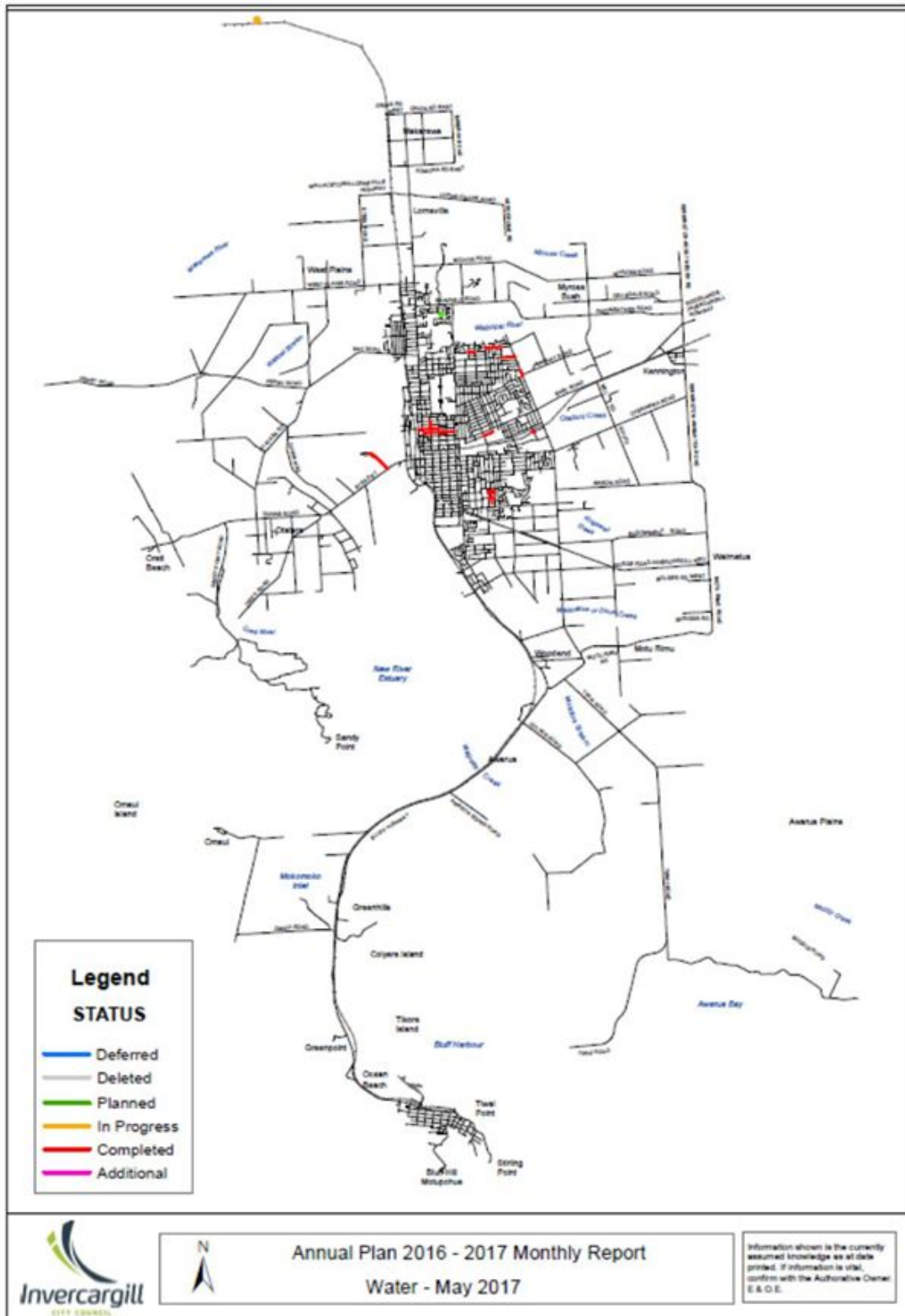
***Water Treatment Plant***

<b>Location</b>	<b>Activity</b>	<b>Status 2016/17 Annual Plan</b>	<b>Progress to May 2017</b>
Branxholme Treatment Plant	Pump replacement - B Pump	Carry forward	Planned
Branxholme Treatment Plant	Treatment Upgrade	Planned	In Progress

Map of Water Programme – Urban



### Map of Water Programme – Rural



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**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: DIRECTOR OF FINANCE & CORPORATE SERVICES**  
**MEETING DATE: MONDAY 31 JULY 2017**

<b>AMENDMENT TO DELEGATIONS REGISTER</b>
--

**Report Prepared by:** Anna Goble, Policy Analyst

**SUMMARY**

<p>Following the amendment of an internal management policy, Parking Exemptions – Special Circumstances (<b>see Appendix One</b>), the ownership of this policy has been transferred to the Director of Works and Services.</p> <p>As such, an amendment is required to update this delegated authority in the Delegations Register.</p>
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**RECOMMENDATIONS**

**That this report be received**

**AND**

**Council delegate to the Director of Works and Services the authority to determine that special circumstances for which an exemption may be granted exist; and grant the parking exemption subject to any conditions they deem necessary**

**AND**

**The Director of Works and Services has the ability to sub-delegate this authority**

**AND**

**Council remove the delegated authority of the Director of Environmental and Planning Services to determine that special circumstances for which an exemption may be granted exist; and grant the parking exemption subject to any conditions they deem necessary.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> No.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> Will require an amendment to the Delegations Register.

5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Not required.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes.

**FINANCIAL IMPLICATIONS**

No financial implications arise from this report.

**AMENDMENT TO THE DELEGATIONS REGISTER**

Management have determined that the ownership of the Parking Exemptions – Special Circumstances Policy (**see Appendix One**) will be transferred from the Environmental and Planning directorate to the Works and Services directorate.

This policy offers parking exemptions to certain drivers for a specified time period – this is usually for a special project, event or a contractor on a Council site, i.e. auditors, engineers and visiting staff.

The monitoring of this policy will be the responsibility of the Roading Manager. The Delegations Register should be updated accordingly.

At present there are currently no exemptions granted under this policy, the last one noted was in 2010.

The other staff member who has delegation for this policy is the Chief Executive.

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# PARKING EXEMPTIONS – SPECIAL CIRCUMSTANCES POLICY

Effective from DD MM YYYY

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## Objectives

To encourage and recognise short term projects or events that will have a significant positive effect on the well-being of the Invercargill City District through the provision of parking exemptions for the duration of the project or event.

## Contribution to Community Outcomes

Invercargill City Council seeks to *“enhance our City and preserve its character while embracing technology and change.”*

This policy seeks to enhance the City by contributing to the outcome that “Invercargill’s economy continues to grow and diversify”, as well as “Invercargill’s business areas are bustling with people, activities and culture”. It further seeks to embrace change by contributing to the outcomes where “Invercargill’s culture is embraced through community projects” as well as “Invercargill has the ‘wow factor’ with the right facilities and events to enjoy”.

## Definitions

**Council owned car park** means any Council owned car park defined within the Parking Bylaw within the Invercargill City District provided that, with the exception of payment of the fee, the vehicle is legally parked.

## Background

Council seeks to provide the opportunity to offer and manage parking exemptions to certain drivers for specified time periods. This is to ensure that specific criteria are outlined so that both those people receiving the exemption and the Council staff administering the parking services are aware of their responsibilities.

On occasion special projects or events will be established in Invercargill. These special projects or events are for a limited time period and will have a significant benefit, be it economic or otherwise, to the Invercargill City. Those parties managing the project or event

may request parking exemptions from the Invercargill City Council for the duration of their project or event. This policy provides guidance on projects or events for which it would be appropriate to grant an exemption, while enabling the Invercargill City Council to consider such requests on a case by case basis and only grant parking exemptions when it is deemed appropriate to do so.

## Policy Statement

### **Special Circumstances for which an Exemption may be granted**

Council seeks to provide the opportunity for parking exemptions for special projects or events provided they are for a limited period of time and will have a significant benefit, economic or otherwise, for the Invercargill City.

The Council has delegated to both the Chief Executive Officer and the Director of Works and Services the authority to:

- Determine the special circumstances for which an exemption may be granted exist; and
- Grant the parking exemption subject to any conditions they deem necessary.

The following factors will be used to determine whether special circumstances exist for which a parking exemption should be granted and what the nature of the exemption should be:

- (a) The time period that the project or event will be based in the Invercargill City;
- (b) The likely benefit to the Invercargill City of having the project or event take place within the City;
- (c) The number of parking exemptions requested; and
- (d) Whether any conditions are necessary to ensure that the exemption is used in the manner anticipated by Council.

An exempt driver will be allowed free parking at any Council owned car park, provided that, with the exception of payment of the fee, the vehicle is parked legally. When an exemption is granted the following conditions will apply:

- (a) The appropriate current exemption label must be displayed or as required by (d) below;
- (b) The exemption applies to the nominated vehicle only and is not transferable; and
- (c) The exemption becomes invalid at the conclusion of the project or event, and
- (d) Where Council implements an electronic system, the driver of the vehicle must activate the exemption for the vehicle in use on each day of use for the period issued.

## Relevant Delegations

The Council has delegated to the Chief Executive Officer the authority to:

- Determine that special circumstances for which an exemption may be granted exist; and
- Grant the parking exemption subject to any conditions they deem necessary; and
- Delegate authority to other staff as is deemed necessary.

The Council has delegated to the Director of Works and Services the authority to:

- Determine that special circumstances for which an exemption may be granted exist; and
- Grant the parking exemption subject to any conditions they deem necessary; and
- Delegate authority to other staff as is deemed necessary.

### Monitoring and Auditing

Ongoing monitoring of the policy will be undertaken by the Director of Works and Services.

**Revision History:****Reference Number:**

A1904099

**Effective Date:**

14 August 2017

**Review Period:**

This Policy will be reviewed every three (3) years, unless earlier review is required due to legislative changes, or is warranted by another reason requested by Council.

**Supersedes:****New Review Date:**

1 August 2020

**Associated Documents/References:**

Nil

**Policy Owner:**

Director of Works and Services

**Authorised By:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: DIRECTOR OF FINANCE & CORPORATE SERVICES**  
**MEETING DATE: MONDAY 31 JULY 2017**

<b>FIRE PREVENTION (VEGETATION) BYLAW 2010/1</b>
--

**Report Prepared by:** Anna Goble, Policy Analyst

**SUMMARY**

<p>Following Council's recommendation to review the Invercargill City Council Bylaw 2010/1 – Fire Prevention (Vegetation) to meet requirements under the Local Government Act pursuant to Section 160A, consultation has been undertaken.</p> <p>Following consultation there were zero submissions received.</p>
---

**RECOMMENDATIONS**

**That this report be received**

**AND**

**Council determine that the Fire Prevention (Vegetation) Bylaw 2010/1 has completed its initial review under the Local Government Act 2002 and it will be updated as such with no changes to be made.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes.
2.	<i>Is a budget amendment required?</i> No.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> Will renew this bylaw and prevent its expiry.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> Yes – consultation was undertaken.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes.

**FINANCIAL IMPLICATIONS**

No financial implications arise from this report.

**FIRE PREVENTION (VEGETATION) BYLAW 2010/1**

Following Council's recommendations in May, this bylaw was taken out for its initial review to meet requirements under the Local Government Act 2002. The next review will be required in ten years time.

Consultation was undertaken by Council staff through newspaper notice, with the bylaw and submission forms being made available at the Civic Administration Building Help Desk, Bluff Service Centre and Invercargill Public Library. Further, a Survey Monkey website was created, as well as consultation notified on Council's website and Consult South website.

No submissions have been received on this bylaw, and as such it is recommended that no changes are made to this bylaw.

It is likely that this bylaw will require an earlier review, or alternatively be revoked at some stage next year when the final stages of the Fire Service transition occur, rendering Council's services in this area redundant.

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**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE: MONDAY 31 JULY 2017**

<b>TEMPORARY ROAD CLOSURES</b>
--------------------------------

**Report Prepared by:** Russell Pearson, Roading Manager

**SUMMARY**

<p>Council has received a request for temporary road closures of a number of streets.</p> <p>Council is being asked to consider these utilising its powers under Local Government Act 1974 (Section 342 and Schedule 10). This Act allows Council to close a road for an event after consultation with the NZ Police and Ministry of Transport, and which it decides will not unreasonably impede traffic.</p> <p>The requested closure is being recommended.</p>
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**RECOMMENDATIONS**

**That Council agrees that the proposed events (Burt Munro 50<sup>th</sup> Anniversary Beach Motorcycle Race) will not impede traffic unreasonably**

**AND**

**As permitted under the Local Government Act 1974 (Section 342 and Schedule 10) approves the temporary closures of the roads for the times, dates and locations as specified in the report.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> No
2.	<i>Is a budget amendment required?</i> No
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> No
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> No, the Local Government Act 1974 Section 342 does not require consultation
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> Yes, this event is complementary to the policy

**FINANCIAL IMPLICATIONS**

None.

**BACKGROUND**

The Local Government Act 1974 Section 342 allows Council to close a road for an event after consultation with the NZ Police and Ministry of Transport, and which it decides will not unreasonably impede traffic. Consultation with the public under this legislation is not required.

Council has received a request for a temporary road closure of the following streets for the events listed:

<b>Street</b>	<b>Date</b>	<b>Times</b>	<b>Event Name</b>
Oki Street and Dunns Road (at Oki Street)	Saturday 26 August 2017	7.00 am to 4.00 pm	Burt Munro 50 <sup>th</sup> Anniversary Beach Motorcycle Race
Oreti Beach	Saturday 26 August 2017	7.00 am to 4.00 pm	Burt Munro 50 <sup>th</sup> Anniversary Beach Motorcycle Race

The NZ Police are being consulted on these proposed closures and it is expected that they shall have no objection.

A similar event has been held successfully in previous years and has had good public support.

The event will not unreasonably impact traffic and parking options are available and managed.

**CONCLUSION**

The events are beneficial to the Invercargill community and with well organised traffic management they will not unreasonably impede traffic in these areas.

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**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE: MONDAY 31 JULY 2017**

<b>THE NEED TO DEVELOP AN ALTERNATIVE/EMERGENCY WATER SUPPLY</b>
--

**Report Prepared by:** Alister Murray, Water Manager

**SUMMARY**

<p>Following the 2019-2028 Long Term Plan (LTP) workshops, Councillors have requested a report to more fully investigate the need to include the alternative/emergency water supply in the LTP currently under development.</p> <p>Invercargill has a single water supply and should it fail or become unserviceable, the impact on the community would be extreme in the most adverse sense. At the very least there would be wide spread community discontent. Although the likelihood of such an occurrence is considered to be extremely rare, it is possible and so there is a significant risk. That risk can be significantly reduced if Invercargill has access to an alternative safe water supply of sufficient capacity to preserve the health of the community. Most New Zealand urban communities of a similar size to Invercargill have more than one water supply and thus do not have the same high level of risk as that of Invercargill. The need to develop an alternative supply reflects Council's Water Safety Plan, was included in the current LTP and it is proposed that this be reiterated in the LTP under development.</p>
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**RECOMMENDATIONS**

**That Council accepts the inclusion of the project to develop an alternative/emergency water supply in the 2019-2028 LTP.**

**IMPLICATIONS**

1.	<p><i>Has this been provided for in the Long Term Plan/Annual Plan?</i></p> <p>Included in current LTP, under review for 2019-2028 LTP.</p>
2.	<p><i>Is a budget amendment required?</i></p> <p>N/A.</p>
3.	<p><i>Is this matter significant in terms of Council's Policy on Significance?</i></p> <p>N/A.</p>
4.	<p><i>Implications in terms of other Council Strategic Documents or Council Policy?</i></p> <p>Reflection of the Water Activity Management Plan and Water Safety Plan.</p>
5.	<p><i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i></p> <p>Will be subject to the Consultative Procedure for LTP acceptance.</p>
6.	<p><i>Has the Child, Youth and Family Friendly Policy been considered?</i></p> <p>N/A.</p>

## FINANCIAL IMPLICATIONS

Project to be spread over two years, currently programmed over 2025/26 and 2026/27 at a cost of \$4,250,000 per year.

## BACKGROUND

Following a request from Councillors this report has been prepared to assist further deliberation as to whether or not to include in the LTP the project of developing an alternative water supply to act as an emergency supply should Council's sole source, the Oreti River/Branxholme Treatment Plant, be made unserviceable or fail. An earlier report submitted at a recent workshop is included as **Appendix 1**.

The following discussion is from a risk management perspective which is given formal treatment in Water Activity Management Plan currently being prepared. It also reflects Council's own Water Safety Plan which it is required to prepare under section 69Z of the Health (Drinking Water) Amendment Act 2007. That plan recognises the risk of a single source and supports the investigation for an alternative water source.

The level of risk is evaluated by considering the consequence or impact of failure together with the likelihood of failure occurring. In general terms should the Oreti River/Branxholme Treatment Plant (from now on referred to as the water supply) fail, we can expect dire consequences on the community such as:

- Health and Safety compromised such that evacuation may be required if service cannot be resumed within a few days. (Not only would the drinking water supply be threatened, but also the ability to fight fires and flush away waste).
- Probable declaration of local emergency under the CDEM Act
- Council may face claims from businesses forced to close
- Government enquiry as to how this happened
- Major media event
- Wide spread community discontent

Simply put, the impact on the community would be extreme in the most adverse sense.

Water supply failure could occur during extreme drought or contamination of the Oreti River or by some major destructive event at the Branxholme Treatment Plant. Although the likelihood of such an occurrence is considered to be extremely rare, there is still a risk which is considered to be at least "High" or possibly "Critical" on a range of Low, Moderate or High. It is difficult to see how to manage such a catastrophic situation other than to reduce the impact and thus risk by having access to another water supply sufficient in capacity to at least provide an essential service for health and safety of the community.

It is accepted that the risk level is somewhat subjective but it is possible that one day failure for several days could occur and as Council has only one water supply, there is a significant vulnerability.

A check on other communities of a similar size to Invercargill from the New Zealand Register of Drinking Water supplies records as per the table below:

<b>Community</b>	<b>Number of Supplies</b>
Whangarei	5 (combination of springs, river, dam)
New Plymouth	2 (lake, river)
Hamilton	1 (Waikato River)
Palmerston North	7 (6 bores, dam)
Nelson	3 (dam, 2 rivers)
Ashburton	8 (wells)
Timaru	2 (bore, river)

Hamilton and possibly Ashburton (i.e. if its wells are from the same aquifer) have a single supply but the others have at least two.

The proposed LTP includes provision to develop an alternative/emergency supply over the two financial years 2025/2026 and 2026/2027 at \$4,250,000 for each year. These budgets have been developed on the assumption of developing a bore water supply as it is considered to be the least cost with a different risk of disruption to that of the Oreti supply. This is a continuance of the provision made in the current LTP.

In simple terms the question is “is the risk of having only one water supply reasonable knowing the impact on the community should the current single water supply fail or be made unserviceable?”

**CONCLUSION**

The communities of Invercargill and Bluff are vulnerable to extreme adverse impact should the existing single water supply fail.

Most similar sized communities have more than one water supply and thus less risk exposure than our community.

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**TO: WORKSHOP**

**FROM: THE DIRECTOR OF WORKS AND SERVICES**

**MEETING DATE: WEDNESDAY 19 JULY 2017**

<b>ALTERNATIVE WATER SUPPLY</b>
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**Report Prepared by:** Alister Murray, Water Manager

## **REPORT**

Further information to support project inclusion, as requested from the workshop of 13 June 2017:

### 1. Possible Means to Provide an Alternative (Emergency) Water Supply

There is a need to develop an alternative supply as having total dependence on a single source is considered a very high risk. Although the likelihood of a major event that would take the existing Oreti supply out of action is low, the consequence on the whole community would be extreme. If such an event occurred without an alternative supply being available or the ability for the Oreti supply to be returned to service within two days, then serious consideration towards evacuation of residents would need to be given. The main threats to the Oreti are drought or contamination. In regard to the prospect of contamination, an event involving oil spill at Spring Hills into the waterway has recently been in the local media. There was also an event in the North Island within the last 10 years.

The background for pursuing an underground supply came from the exercise in renewing the consent to draw water from the Oreti River. The consent application process required consideration of alternative sources. Sources from groundwater, other rivers, river storage, lakes and desalination of sea water were considered. None could replace the Oreti as the main supply but as an alternative, ground water was the most promising as it is likely to be the lowest cost option with a different risk profile to that of the Oreti River.

At the June 2017 workshop on-site self-storage was mentioned as a possible means to provide an emergency supply instead of the proposed underground source. Self-storage, whether it be from rain water or mains supply, could act as a means of supply for short term "survivalist" situations such as after civil disaster (e.g. earthquake) and could also be viewed as a means to offset any increase in demand due to consumers irrigating lawns and gardens during dry weather events. However it is my opinion that self-storage does have limitations that prevent its consideration as a serious supply for the whole community. The main limiting feature is that self-storage will be a set volume not likely to be renewed during a crisis. Whereas the underground resource will be kept flowing. Also there would be no way of managing how individual consumers manage their self-storage, i.e. if it was exhausted during dry conditions and not conserved and an emergency occurred, then the whole urban community could be put at risk as it would be entirely dependent on the Council "mains" supply again to:

- a. Fight fires and prevent their spread
- b. Flush away waste to prevent the spread of disease

A reliable alternative water supply manageable by the Water Supply Authority, in this case the Invercargill City Council, is a very important strategic goal.



2. Aerial Survey Results (Discussion with Mr S Canny from Venture Southland)

Mr Canny advises that the first aerial survey (aero magnetic) has been flown but the results not yet analysed. The project was late in starting because of a wet spring. The integrity of the results is very much influenced by ground moisture and needs dry conditions. Survey results will give an indication of where the most likely locations for underground water are. The intention is to then conduct another aerial "electromagnetic" survey, which is much more detailed by nature, to follow up on the results from the initial survey. It is intended to conduct this next survey during this upcoming summer.

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**TO: INFRASTRUCTURE AND SERVICES COMMITTEE**  
**FROM: THE DIRECTOR OF WORKS AND SERVICES**  
**MEETING DATE: MONDAY 31 JULY 2017**

<b>CIVIC ADMINISTRATION BUILDING – EXTERIOR RENEWAL</b>
---

**Report Prepared by:** Lesley McCoy, Building Assets Planning and Administration

**SUMMARY**

Report on the proposed renewal of the windows, doors and exterior painting of the Civic Administration Building.
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**RECOMMENDATIONS**

**That the report be received**

**AND**

**The renewal of the doors, windows and exterior painting of the Civic Administration Building is progressed.**

**IMPLICATIONS**

1.	<i>Has this been provided for in the Long Term Plan/Annual Plan?</i> Yes.
2.	<i>Is a budget amendment required?</i> This work is currently budgeted in the 2017/18 year.
3.	<i>Is this matter significant in terms of Council's Policy on Significance?</i> No.
4.	<i>Implications in terms of other Council Strategic Documents or Council Policy?</i> Yes, the recommendation is in line with the Asset Management Policy and Strategy.
5.	<i>Have the views of affected or interested persons been obtained and is any further public consultation required?</i> No.
6.	<i>Has the Child, Youth and Family Friendly Policy been considered?</i> This is not considered relevant to a building maintenance matter.

**BACKGROUND**

A complete visual condition assessment has been carried out on the Civic Administration Building (CAB), and the results are referred to in this report.

In summary, the assessment has highlighted that the CAB requires a refurbishment by way of renewing the windows and exterior doors, and repainting the exterior.

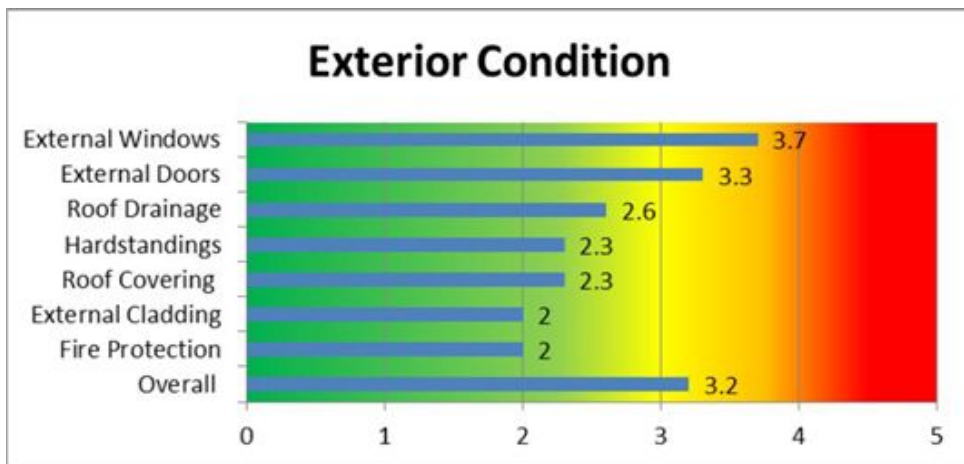
Please note, a second condition assessment paper has been received on the condition of the plant, equipment and services of the Civic Administration Building. This assessment will be reported on at a future Infrastructure and Services Committee Meeting.

**Condition**

The overall condition rating for the CAB is 2.2 Good Condition; this is a combination of an exterior condition assessment of 3.2 and an interior condition assessment 2.0.

Condition Grade	Definition	Proportion of Consumed Life	Description
1	Very Good	Between New - 45%	Sound structure with no evidence of deterioration
2	Good	Between 45 – 60%	Functional, sound and showing minor deterioration of surfaces
3	Moderate	Between 60 – 75%	Affected appearance and operation. Deteriorating or damaged surfaces.
4	Poor	Between 75 – 90%	Fabric damage and operational performance affected, breakdowns or ongoing maintenance required
5	Very Poor	Between 90 – 100%	Badly damaged, operation unreliable immediate or imminent replacement required

Table 1 – International Infrastructure Management Manual Condition Grades



**Windows**

The condition assessment on the windows is 3.7, and if left unattended this is projected to be 4.4 in 2018. The ongoing maintenance cost and potential damage to the interior of the building will be high risk. A report “Civic Administration Building Replacement of Windows” was requested from Beattie McDowell Architects in 2011, which reported that while it may be possible to address the leak and draught issues with the refurbishment of the windows, there is no practical way to double-glaze these. This leaves two options:

- a) Retain existing windows, fix existing double-hung sashes shut, seal sashes and frames against draughts and leaks (as far as reasonably practical) and re-glaze with single layer solar control glass, or
- b) Remove and replace existing aluminium windows with current generation commercial aluminium window suite. Frames and sashes would be glazed with double-glazed units incorporating energy efficient solar control glass.

Thermally, the proposed double-glazing is approximately twice as efficient as single-glazed windows; an energy audit performed on the CAB confirmed that the heat loss through the window surface accounts for 48% of the total heat loss per year. The energy savings from renewing the windows with doubled glazing were estimated in the Level 2 Energy Audit, which reports that there would be an energy saving of 85,000kWh/year equating to \$8,715 per year (2016-17 energy costs).

Weighing both considerations, the replacement of the windows with double glazing is the preferred option.

### **Paint**

The building was originally painted in 1971; and lasted well over its 15 year expected paint life. In 1993 the east, north and west faces were resurfaced with a similar product from a different manufacturer. Bubbles developed between the two coatings; these were investigated in 1994/5 and restoration work was carried out at that time, however the bubbling problem remains.

Further details can be provided if required in a report "Failed Coating System on Exterior Concrete Surfaces". The report was written by Beattie McDowell Architects in collaboration with Jim Gerbes, Managing Director of Hitchins NZ Ltd – the original 1971 paint manufacturer.

This report recommends removal of all previously coated surfaces (including preparation and re-coating), removal and replacement of failed sealant and the cleaning and sealing of exposed aggregate façade panels, and re-surfacing with the new coating system as per the above report.

### **OTHER CONSIDERATIONS**

In bad weather many staff use electric fan heaters to heat their offices which creates significantly higher power consumption. If there is a power failure it may cause the generator to be overloaded and unable to carry the load of the building when switching over, which could be detrimental to the servers in Information Services. The installation of double glazing will virtually eliminate cold air infiltration and drafts streaming down the windows, lower noise transmission from outside, minimising solar heat gain during summer periods and lower UV transmission which helps lower the degradation of carpets and furniture. Louvres will reduce glare and heat penetration to the building in the summer months for those in the north facing offices.

There is also a safety aspect to the renewal; windows in the 1970's were not installed with the same considerations to damages from earthquakes. With this building being on the edge of the CBD, with pedestrian access around the circumference of the building, any glass falling from the building could have a significant impact.

The exterior aesthetic of the building is poor and Council is currently encouraging other City landlords to invest in the appearance of their properties. This exterior re-paint will reaffirm Council to be leading the community in this direction.

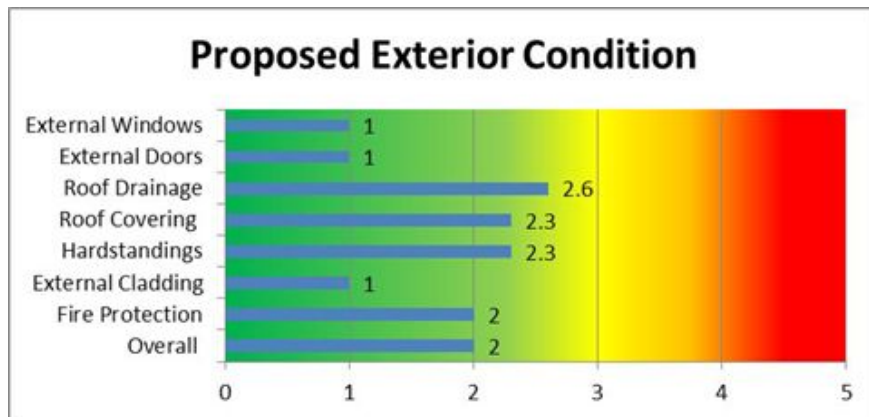
**RECOMMENDATIONS**

Rural Value (our Registered Valuer) when questioned on over-capitalising if we renewed the windows said that "... there would be limited risk of over capitalisation and at worst the value would increase by the cost of replacement ..."

The following recommendations have been developed for the building:

1. The exterior doors are replaced
2. The windows are replaced with current generation commercial aluminium window suite
3. Exterior painted; carried out as per the recommendations in the report

Undertaking the above work would result in an overall condition assessment on the exterior of the building to approximately 2, extending the buildings useful life of 48 years and increasing its current value.



**Cost Estimates**

Description	\$
Scaffolding: hire for six months (including erecting and dismantling)	
External finishes: strip paint and recoat	
Windows: remove existing, supply and install double glazing, and shade louvres to north facing offices	
<b>Subtotal</b>	<b>1,511,000*</b>
Preliminaries, General and Margins	
Contingency	
Fees and Consents	
<b>External Fit Total</b>	<b>\$1,857,000*</b>

\* Cost estimates for individual items have been intentionally withheld for procurement reasons.

**CONCLUSION**

Replacing the windows is part of being prudent custodians of the CAB. If Council were to decide in the future that they were to sell the building, the value would increase by the cost of replacing the windows.

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