

[TIMARU DMS n563491 v1 District Services Committee Minutes -
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DISTRICT SERVICES COMMITTEE MEETING

On

Tuesday 10 February 2009

**Council Chamber
Timaru District Council Offices
2 King George Place
Timaru**

TIMARU DISTRICT COUNCIL

Notice is hereby given that a meeting of the District Services Committee will be held in the Council Chamber, Timaru District Council, 2 King George Place Timaru, at the conclusion of the Resource Planning and Regulation Committee meeting, on Tuesday 10 February 2009.

Committee Members:

Cllrs Oliver (Chairman), Kennedy, Bradley, Jack, Mulvey and the Mayor

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Warwick Isaacs
CHIEF EXECUTIVE

DISTRICT SERVICES COMMITTEE

10 FEBRUARY 2009

AGENDA

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DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 5

Prepared by - Michelle Jump
District Services PA

Confirmation of Minutes

Minutes of a meeting of the District Services Committee held on 25 November 2008.

Recommendation

That the minutes of the District Services Committee meeting held on 25 November 2008, be confirmed as a true and correct record.

TIMARU DISTRICT COUNCIL

MINUTES OF A MEETING OF THE DISTRICT SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBER, DISTRICT COUNCIL BUILDING, KING GEORGE PLACE, TIMARU ON TUESDAY 25 NOVEMBER 2008 AT 11.05AM

PRESENT Clrs Oliver (Chairman), Bradley, Jack, Kennedy, and Mulvey, and the Mayor

IN ATTENDANCE Clrs Barker, Bennett, Bowan, Coughlan and Lyon

Mr B Wilson – Pleasant Point Community Board

Chief Executive (WA Isaacs), District Services Manager (AA Harper), District Services PA (MA Jump) Committee Secretary (JM Brownie)

1 IDENTIFICATION OF MINOR NATURE ITEM

The Committee agreed to discuss the roadside trees in Puriri Street as a minor nature item.

2 CHAIRMAN'S REPORT

The Chairman reported on duties he had attended since the last meeting including the Industrial Relations Subcommittee meeting.

3 THE DEPUTY CHAIRMAN'S REPORT

The Deputy Chairman reported on duties he had attended since the last meeting, including the Hazardous Waste Joint Committee meeting and the Hazardous Waste Subcommittee. The Deputy Chairman advised that in regards to the issue of alternates being appointed to the subcommittee, legal opinions obtained have confirmed that the Local Government Act does not allow alternate appointees. The matter will not be pursued any further. Also noted was the request by the Joint Committee to include a Local Government representative on the National Advisory Board.

Councillor Mulvey advised that a letter of appreciation was to be sent to Brian Gallagher, former Solid Waste Manager, in acknowledgement of his work for Council.

4 CONFIRMATION OF MINUTES

Proposed Clr Kennedy
Seconded Clr Mulvey

"That the minutes of the District Services Committee meeting held on 21 October 2008, be confirmed as a true and correct record."

MOTION CARRIED

5 SERVICES TO 6-8 GUILD ROAD, TEMUKA (File W3/5)

The Committee considered a report by the District Services Manager on a request from Mr and Mrs Eddy of Temuka, requesting to connect to the Temuka Water and Sewer Urban Services.

Proposed Clr Kennedy
Seconded The Mayor

- 1 "That it be recognised that the rural site at 6-8 Guild Road, Temuka is a special case with respect to being supplied with urban sewer and water services because it is adjoining a residential area and the owners believed the site was zoned residential.
- 2 That because the site is a special case then urban water and sewer services be permitted to be connected to the site.
- 3 That the policy conditions relating to style and standards be adhered to.
- 4 That this approval not set a precedent for any other site.

MOTION CARRIED

6 ACTIVITY MANAGEMENT POLICY (File C5/17/3)

The Committee considered a report by the District Services Manager and Land Transport Manager regarding the Activity Management Plan process that is currently being undertaken by all District Services Units. There was discussion regarding the benefits of the Activity Management Plan process and audits. The Mayor advised that new Local Government Minister Rodney Hide has been invited to discuss legislation levels with Council and the Mayor will speak to the Auditor General about this issue.

Proposed Clr Kennedy
Seconded Clr Bradley

"That the following Activity Management Plan policy be adopted:

- 1 That the Chief Executive be delegated authority to determine the level of asset management plans for the various District Services activities based on detailed analysis of the principles listed in 2 and 3 below."
- 2 That the level of Activity Management Plans be considered on a scale as defined in the table below:

AMP Level	Description
Core	This meets the minimum legislative requirements and often referred to as a basic plan
Core Plus	A transition level between core and comprehensive defined as fully compliant with core requirements plus some advanced categories fully compliant
Comprehensive	A plan that meets all core requirements and fully compliant with most advanced categories.

- 3 That, the selection of an appropriate AMP level is assessed on the following parameters:
 - Population demographics and change risks
 - The costs and benefits to the community

- Legislative requirements,
- The extent, condition and complexity of the assets,
- The associated risks of the asset or activity,
- The skills and resources available to Timaru District Council,
- Customer expectations,
- Sustainability practices and impacts.”

MOTION CARRIED

**7 DOWNLANDS WATER SUPPLY JOINT STANDING COMMITTEE -
CONFIRMATION OF MINUTES**

The minutes of a meeting of the Downlands Water Supply Joint Standing Committee held on 20 October 2008 were attached for the information of the Committee.

Proposed Clr Jack
Seconded Clr Mulvey

“That the minutes of the Downlands Water Supply Joint Standing Committee meeting held on 20 October 2008, be received and noted.”

MOTION CARRIED

8 CONSIDERATION OF A MINOR NATURE MATTER

Councillor Kennedy queried the progress in regards to street trees on the road verge in Puriri Street. The District Services Manager advised that the concerns have been noted and the Land Transport Unit is looking into this issue.

The meeting concluded at 11.40am.

Chairman

**ITEM CONSIDERED WITH THE PUBLIC EXCLUDED DISTRICT SERVICES
COMMITTEE 21 OCTOBER 2008**

1 CONFIRMATION OF MINUTES

Proposed Clr Jack
Seconded Clr Mulvey

“That the public excluded items of the minutes of a meeting of the District Services Committee held on 9 September 2008, be confirmed as a true and correct record.”

MOTION CARRIED

UNCONFIRMED

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 6

Prepared by - Andrew Dixon
Land Transport Manager

Regional Land Transport Programme 2009-12 (File R3/17/13)

Purpose of Report

To update the District Services Committee on progress in preparing the Canterbury Regional Land Transport Programme for 2009-12.

Background

The Land Transport Management Act (LTMA) amendment in August 2008 changed the land transport financial assistance allocation process. Changes include:

- The publishing of the Transport Government Policy Statement (GPS) that provides national transport targets and funding envelopes of various activities.
- The requirement for three year programme approval by the NZTA.
- The requirement for the Regional Transport Committee (RTC) to prepare a Regional Land Transport Programme (RLTP) based on the District programmes that prioritised all land transport improvement projects and all State Highway activities in the region.
- The requirement that all District maintenance, renewal and non-subsidised transport projects be included in the RLTP. These are not prioritised by the RTC.
- Consultation on the RLTP prioritising process by the RTC.

The RTC consists of the following membership:

- One representative from each Local Authority.
- Two representatives from Regional Council of which one is appointed to the Chair.
- One representative from NZTA.
- Six appointed Community representatives of the following NZ Transport Strategy Outcomes:
 - Economic Development
 - Access and Mobility
 - Public Health
 - Safety and Personal Security
 - Environmental Sustainability
 - Cultural

These community representatives do not have voting rights on RLTP matters, but may participate in the debate, including moving motions.

The RLTP allocates both National funding (N-funds) to projects that meet national priorities and Regional funding (R-funds) to projects of regional significance that would normally not have been approved on a national basis.

The Canterbury region also has a Crown grant allocation as part of the Canterbury Transportation Regional Implementation Plan (CTRIP) submission that identified a funding gap over 10 years. This Crown grant of \$244 million is additional funding that is allocated outside the RLTP process on a project basis and was announced in the Government Budget in May 2008. The Crown grant is also subject to the region matching it with local share that may be rates, road tolls or regional fuel tax. The preferred mechanism for raising the local share is still being investigated by the RTC.

Legislative Requirements

The Act requires that the RLTP includes:

- 1 An RLTP must contain for the first 3 financial years in order of priority determined by the RTC the following activities or combinations of activities that the RTC decides to include:
 - activities or combinations of activities proposed by approved organisations in the region, other than local road maintenance, local road renewals and local road minor capital works, and existing public transport services ; and
 - activities or combinations of activities relating to State Highways in the region that are proposed by the Agency (formerly Transit NZ); and
 - activities or combinations of activities, other than those relating to State Highways, that the Agency may propose for the region and that the Agency wishes to see included in the RLTP.

- 2 A RLTP must contain assessments by the RTC of how the programme complies with the following:

Contributes to the aim of achieving an affordable, integrated, safe, responsive, sustainable land transport system and contributes to each of the following:

- assisting economic development
- assisting safety and personal security
- improving access and mobility
- protecting and promoting public health
- ensuring environmental sustainability; and

Is consistent with:

- the relevant Government Policy Statement (GPS) on Transport
- any relevant regional land transport strategy

Takes into account any:

- national land transport strategy, national energy efficiency and conservation strategy
- relevant national policy statement or regional policy statements.
- likely funding from any source.

Draft Regional Land Transport programme

A Draft RLTP was presented to the RTC at the meeting on 26 January 2009. This Draft RLTP is based on activities and forecast expenditure submitted by District and City Councils, NZTA – Highways, and Department of Conservation (DOC) Mt Cook. These activities/projects were submitted to NZTA in October 2008.

The assessment process used to set the regional priorities is based directly on the Canterbury Transport Regional Implementation Plan (CTRIP) assessment process except for those activities identified as not fitting this model in the attached draft RLTP. This approach was agreed by the RTC on 5 December 2008.

Significant expenditure from sources other than the National Land Transport Fund has been assessed by the Transport Officers Group and by contacting Ontrack and the Ports of Lyttleton and Timaru.

An assessment is provided of the relationship of police activities to the RLTP. This is based on information provided by the police.

Timaru District Council (TDC) projects submitted for the 2009/10, 2010/11 and 2011/12 financial years are as follows:

- 1 TDC Regionally significant projects eligible for N or R funding:
 - Timaru Port Southern Access
 - Cycle-Walkway Construction
 - Timaru Port Southern Access
 - Washdyke Industrial Area; Network Link Improvements
 - Factory Rd Bridge Widening
 - Te Moana Road Seal Extension
 - Timaru Transportation Corridor Improvements
 - Travel Behaviour change study
 - Travel Demand Management
- 2 TDC Network Maintenance and Renewals funded from N funding
 - Road Maintenance programme
 - Road Renewals including road resealing, kerb & channel, Road pavement rehabilitation, Bridges, Traffic services
 - Community Road Safety 2009-12
 - Minor improvements
- 3 TDC Local projects eligible for N funding only
 - Bridge Replacements
 - Activity Management Plan Review
 - Administration support allocation
 - Pedestrian facilities Improvements – Rural Townships
 - Pedestrian facilities - Timaru
 - Timaru District Active Transport Strategy Review
 - Rural Bridges Upgrades (two laning and bridging fords)
 - Woodside Road Seal Extension
 - Julloch & Hawke Road Seal Extension
- 4 State Highway projects in our District:
 - SH1 & SH8 Intersection Improvements
 - Orari South Passing Lanes
 - Winchester Southbound Passing Lane
- 5 Environment Canterbury Activities in Timaru District
 - Timaru bus service
 - Passenger transport education
 - Passenger transport administration including super gold card
 - Regional transport studies

NZTA Funding

The Authority (NZTA) has provided each regional the envelope of funding for their regional for various activities such as local and highway maintenance, renewals, local projects, State Highway projects, walking & cycling, passenger transport, transport planning, travel demand and road safety programmes and rail and sea freight initiatives. These funding envelopes were published as part of the Government Policy Statement (GPS) on transport and are to reflect the government targets for transport in New Zealand.

The total funding envelopes include both N and R funding allocated for the Canterbury region over the next three years is between \$500 million and \$670 million. The total transport activity expenditure eligible for N or R funding identified and submitted in Canterbury over the next three years is \$1,032 million, which includes the local share of \$325 million. The projects and activities over the next three years submitted for the Canterbury region road controlling authorities are within the GPS funding ranges.

National funding or 'N-funds' provide financial assistance in the first instance for maintenance, renewals, administration, police activities and community road safety programmes. Remaining N-funds are allocated to the highest nationally-prioritised projects in various activities.

Regional funding or R-funds are allocated to a region based on the population within the region. These funds can be used for improvement projects that are of regional significance in accordance with priorities set by the RTC. In Canterbury these are based on the Canterbury Transport Regional Implementation Plan (CTRIP) priorities and our allocation is approximately \$25 million per annum.

In addition the RTC is required to provide the NZTA guidance on the level of R-funds allocated to the various activities. At the last RTC meeting it was resolved to allocate most of the R-funding to Local Road improvements (20%) and State Highway improvements. It was recognised that the other activities, walking & cycling, passenger transport and transport demand management are likely to be funded from N-funding therefore R-funds were not required.

Crown grant funding, CTP funds, are subject to a separate process although the allocation of these funds remains subject to RTC approval. CTP funding of \$244 million over ten years is proposed to be allocated to projects that are regional priorities but unable to be funded from R or N funding. These projects are local road improvements, passenger transport infrastructure and State Highway improvements. However this funding is not available until local share contribution requirements are met.

Options

Projects approved by Land Transport New Zealand for financial assistance and funding approved by Council in the LTCCP will proceed.

Identification of Relevant Legislation, Council Policy and Plans

Land Transport Management Act 2003 and amendments
Government Policy Statement on Transport
Timaru District LTCCP

Assessment of Significance

This matter is not deemed significant under the Council's Significance Policy.

Consultation

Consultation on the road improvement projects will be carried out as part Council's LTCCP process together with Canterbury RTC and Environment Canterbury LTCCP Consultation. Each of these consultation processes occur at different times and on different subjects as outlined in the following table:

Organisation	Consultation scope
Timaru District Council	Individual transport projects
Regional Transport Committee	Regional prioritisation process and form of the transport programme i.e. allocation of funding to road improvements, walking/cycling, passenger transport, travel demand management, State Highways
Environment Canterbury	Passenger Transport and Regional transport programmes/studies

The challenge is educating the public in understanding the consultation purpose of each organisation and submissions in accordance with the relevant timeframes of these processes.

Other Considerations

The RLTP is approved for three years. Any changes other than minor will require Regional Transport Committee approval and further public consultation. Therefore, additional projects or funding allocations over the next three years will not be easily achieved.

Funding Implications

Funding will be considered by Council as part of the 2009-12 LTCCP approval. All TDC projects require local share, which unless confirmed by Council, will not proceed.

With the additional consultation requirements and being the first time a RLTP has been developed NZTA have advised that financial assistance approvals will not be provided until end of September 2009, two months into the new financial year. It is hoped that our maintenance and renewal programme will be indicatively approved in June 2009 to give some funding surety for the 2009/10 financial year.

NZTA funding guidelines have also be recently amended. A significant change is greater flexibility in financial assistance provided for new footpaths in response to government desire to increase walking and cycling transport modes. This presents an opportunity to gain financial assistance for the on-going new footpaths programme in Timaru and rural townships.

NZTA have also indicated that financial assistance for seal extensions from the National funds is significantly reduced.

Conclusion

The LTMA amendment has changed the way Council applies for government financial assistance for transport activities. The regionalisation of transport through the development of a regional land transport programme by the RTC has extended the government financial assistance process and compliance requirements.

However, the development of the RLTP has also provided opportunities to direct funding into areas that will benefit the region. The size of the region particularly the population base (through Christchurch City) has provided the region with a significant funding base that meets the regions transport requirements.

The GPS has directed more funding into passenger transport, walking and cycling activities.

The Canterbury Crown grant has provided a significant funding boost to the Canterbury region although the means to meeting the local share requirements to access this funding are being investigated.

The RTC and Council officers are in agreement with the regions priorities with little debate to date.

Recommendation

That the report be received and noted.

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 7

Prepared by - Andrew Dixon
Land Transport Manager

Timaru Public Passenger Transport Strategy Review (File R3/17/2)

Purpose of Report

To inform the District Services Committee of the proposed review of Ecan's Timaru Public Passenger Transport Strategy.

Background

The current Timaru Public Passenger Transport (PT) strategy was implemented in 2005. The strategy contained targets aimed at improving the Passenger Transport system in Timaru. Many of these targets have been achieved. The transport environment has changed since 2005 with fuel costs higher, new Government policy on passenger transport, including targets to increase patronage, and changes to government funding of PT. It is now considered timely that the strategy be reviewed.

Environment Canterbury is responsible for the Timaru public passenger transport service operation, as required under the Land Transport Management Act, and therefore Environment Canterbury are the lead agency for the strategy review. As the provider of the passenger transport infrastructure, such as bus stops and shelter, Timaru District Council is a key partner in the strategy; therefore the new strategy must be a joint document.

A successful strategy is usually developed with extensive public consultation. As part of this, a new passenger transport advisory group in Timaru will be formed. This group will include staff and Councillor representatives of both Timaru District and Ecan, together with invited representatives of passenger transport stakeholders and interest groups. Ecan propose that two Timaru District Councillors are appointed to this group.

It is proposed that the new strategy will be launched at the end of this year. To inform Council, further representatives from Ecan may make a presentation to the Committee at this meeting.

Identification of Relevant Legislation, Council Policy and Plans

- Land Transport Management Act 2003
- Council's LTCCP and Annual plan
- Regional Land Transport Strategy
- Timaru Passenger Transport Strategy
- NZ Transport Strategy

Assessment of Significance

This matter is not deemed significant under the Council's Significance Policy.

Consultation

This report is to facilitate consultation between Council and Environment Canterbury, who are responsible for the operation of the Timaru bus service.

Other Considerations

Public transport is a significant contributor to sustainable transport. Although the Timaru bus service has generally been for people who are transport disadvantaged, the increasing cost of using private vehicles is resulting in the service being a more favourable transport choice.

Funding Implications

The Timaru bus service is funded through Environment Canterbury. Land Transport financial assistance for public transport, including bus service, is 50% with Ecan being the approved organisation eligible for this funding. The local share is funded through Ecan rates and bus fares.

Conclusion

As travel costs increase and there is greater awareness of sustainable transport options, more people are considering change in travel modes. Public transport in Timaru is an efficient and effective service that is being used more by people. The challenge is continuing this trend and a strategy is essential in achieving this.

Recommendation

- 1 That this update report and presentation be received.**
- 2 That the District Services Committee appoint two Councillor representatives to the Timaru Passenger Transport Advisory Group.**

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 8

Prepared by - Mark Crowe
Roading Engineer

Temporary Closure of Coles and Matthews Roads (File T1/13)

Background

A request has been received from the South Canterbury Car Club Inc to temporarily close Coles and Matthews Roads on Sunday, 1 March 2009. The Club wishes to use this road to hold a bent sprint event. The time required for the temporary closure is from 9.00am until 5.00pm.

Temporary closures of roads are usually authorised by Council officers under delegated authority pursuant to the Transport (Vehicular Traffic Road Closure) Regulations.

As this event will have vehicles participating that are not registered for the road, the Transport (Vehicular Traffic Road Closure) Regulations cannot be used.

Options

Not Applicable

Identification of Relevant Legislation, Council Policy and Plans

The provisions of Sections 319 and 342 of the Local Government Act 1974, which require Council approval must be used to close the road.

Assessment of Significance

This matter is not deemed significant under the Council's significance Policy.

Consultation

The South Canterbury Car Club Inc contacts affected Residents prior to the event.

The Timaru Police have given their approval for this event to take place, details of which were publicly advertised on Saturday, 31 January 2009.

Other Considerations

Not Applicable.

Funding Implications

Not Applicable.

Conclusion

The Temporary Road Closure as requested be approved.

Recommendation

That pursuant to Sections 319 and 342 of the Local Government Act 1974 and the 10th Schedule thereto, and for the purpose of permitting the South Canterbury Car Club Inc to conduct a bent sprint event, the District Services Committee hereby resolves to temporarily close Coles and Matthews Roads to ordinary vehicular traffic between 0900 and 1700 hours on Sunday, 1 March 2009.

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 9

Prepared by - Mark Crowe
Roading Engineer

Temporary Closure of Wilson Street Geraldine (File T1/13)

Purpose of Report

A request has been received from the Geraldine Village Inn Complex to close the following street in Geraldine between 3pm Friday 13 March 2009 and 2am Saturday 15 March 2009:

Wilson Street (Talbot Street to Waihi River)

The Village Inn Complex wishes to use the streets to enable stock truck parking and stock "run ons and offs" to be established in support of a Speed Shear competition. Closures of roads are usually authorised by Council officers under delegated authority pursuant to the Transport (Vehicular Traffic Road Closure) Regulations 1965.

As the application received for this event has not been received in time to allow processing via The Transport Regulations 1965 procedure, we require consent via the Local Government Act 1974 allowances.

The Geraldine Police have given been notified of this application and have given their consent for the event to proceed.

Recommendation

That the following resolution be adopted:

"That pursuant the 10th Schedule of the Local Government Act 1974 for the purpose of permitting the Geraldine Districts Projects Trust to conduct a Parade, the Timaru District Council hereby resolves to allow the temporary closure of the following Streets, to ordinary vehicular traffic from 3pm Friday 13 March 2009 to 2am on Saturday 15 March 2009.":

Wilson Street (Talbot Street to Waihi River)

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 10 FEBRUARY 2009

Report for Agenda Item No 10

Prepared by - Councillor Kennedy

Budget Round 2009 – Timaru District Council Cover for Bus Shelter Woolworths Supermarket, Church Street (File T1/1)

Last year at the Budget round I asked that consideration be given on behalf of residents and ratepayers using this bus stop for same to be covered as is the case at ALL other supermarkets within the city so as.

Unfortunately my suggestion was defeated and when the matter was raised by Environment Canterbury's local Bus Controller again later last year was told that the decision was made by the Council not to proceed at this point and the matter needed to be re-addressed by them prior to this year's Budget Round.

The cost as I understand is shared between both Councils and I again plead for this to be re-visited ,approval given, and that the item proceed to the Budget round OR that for the amount involved, approval be given for our share to be taken from the Contingency Fund.

Please give this your URGENT attention as it seems unfair to me.

Recommendation

That the Committee consider the above issue.