

[TIMARU DMS_n575633_v2_District_Services_Committee_Minutes_of_the_Meeting_held_28_April_2009_-_28_04_09.doc](#)

DISTRICT SERVICES COMMITTEE MEETING

on

Tuesday 28 April 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, on Tuesday 28 April 2009, at the conclusion of the Resource Planning and Regulation Committee meeting.

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

28 APRIL 2009

AGENDA

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4		Chairman's Report
5	1	Confirmation of Minutes
6	6	Timaru CBD Pedestrian Way-Finding Implementation
7	11	Te Moana Downs Water Supply Triennial Meeting Minutes
8	14	Te Moana Downs Water Supply Advisory Committee Inaugural Meeting Minutes
9		Consideration of Items of Urgent Business
10		Consideration of Matters of a Minor Nature

**DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 28 APRIL 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 10 February 2009.

Recommendation

That the minutes of the District Services Committee meeting held on 10 February 2009, 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 10 FEBRUARY 2009 AT 2.30PM

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

IN ATTENDANCE Ctrs Bennett, Bowan, Coughlan and Lyon

Tony Henderson, Samantha Usher and Robert Woods (ECan) (for Item 1)

Chief Executive (WA Isaacs), District Services Manager (AA Harper), Land Transport Manager (A Dixon) (for Item 1), Committee Secretary (MA Jump)

1 ENVIRONMENT CANTERBURY PRESENTATION

The presentation from Environment Canterbury for Item 7 of the agenda was brought forward due to time constraints for ECan's representatives.

Tony Henderson gave a presentation on the Timaru Metro Strategy Review 2009. Key points noted were that results from public satisfaction surveys showed consistent ratings throughout areas of service; and a recent increase in patronage is linked with the introduction of the SuperGold savings cards for senior citizens.

Factors contributing to a decline in patronage over the last several years include a decrease in the number of overseas students in the country, a buoyant economy and cheaper cost of fuel. Overall there is now good growth in the patronage of public transport in Timaru and ECan is looking to continually improve the service and increase accessibility of public transport, including better services/more routes to Washdyke.

A Passenger Transport Advisory Group is currently being established in Timaru. The purpose of this group is to have a wider representation of the Timaru community to assist with adopting and launching the new Metro Strategy by the end of 2009. It was suggested that two Councillors from the Timaru District Council join the new group, which aims to begin meeting from mid-February. The presenters answered questions posed by Councillors.

Meeting adjourned at 2.55pm

Meeting reconvened at 3.53pm

2 CHAIRMAN'S REPORT

The Chairman and Deputy Chairman reported on duties they had attended since the last meeting, including the consultation on the Proposed District Plan zone charges, Regional Transport Committee, introduction to the Civil Defence Controller and participation in the Mayoral challenge in Geraldine.

The Deputy Chairman, although unable to attend the Road Safety Trust South Canterbury Coordinating Committee on 5 February 2009, has reviewed the notes of the meeting. Matters arising from this meeting included concerns raised by Kathryn Wells of the Automobile Association regarding the lack of visibility of traffic lights down by Super Cheap Auto on Evans Street.

3 CONFIRMATION OF MINUTES

Proposed Clr Mulvey
Seconded Clr Bradley

“THAT the minutes of the District Services Committee meeting held on 25 November 2008, be confirmed as a true and correct record, subject to the following corrections:

‘Hazardous Waste Committee’ should be ‘Canterbury Waste Joint Committee’. Brian Gallagher was thanked for his work on behalf of this Committee, rather than Council.”

MOTION CARRIED

4 REGIONAL LAND TRANSPORT PROGRAMME 2009 – 12 (File R3/17/13)

The Committee considered a report by the Land Transport Manager regarding the Regional Land Transport Programme (RLTP) 2009 -12. The report details projects that are planned over a three-year period, which are prioritised and approved or declined by the New Zealand Transport Agency (NZTA). This may mean that some projects that are recommended are not put in place.

It was queried whether a decision has been made regarding the properties on Evans Street. Councillor Oliver advised that as yet he did not believe a decision had been made and it is likely that the property owners will be advised first. Ashley Harper will investigate whether a letter from property owners dated 10 December 2008 has been received.

It was confirmed that new footpaths may be subsidised according to the Active Transport if they meet the required criteria. Formerly these were fully-funded by Timaru District Council.

There was some discussion regarding the safety and etiquette surrounding cyclists on the roads and tracks. Councillor Oliver is to discuss further with Daniel Naude, Timaru District Council’s Road Safety Advisor, regarding the programmes he has run and will be running with regards to this issue. This is an ongoing item for the South Canterbury Road Safety Coordinating Committee. Councillor Oliver will discuss with District Services Manager, the suggestion of courtesy signs on cycle/walkway tracks.

Proposed Clr Bradley
Seconded Clr Jack

“THAT the report be received and noted.”

MOTION CARRIED

5 TIMARU PUBLIC PASSENGER TRANSPORT STRATEGY REVIEW
(File R3/17/2)

The Committee considered a report by the Land Transport Manager regarding the Timaru Public Passenger Transport Strategy Review. (see also Item 1).

There was some discussion as to the role of the new Timaru Passenger Transport Advisory Group. It was established that this is to be a group representing a wide cross-section of Timaru District residents, in order to assist with preparation of the new Metro Strategy which is to be completed by the end of 2009. This group is separate from the current Passenger Transport Liaison Committee which will carry on with its normal activities in 2010.

Proposed Clr Mulvey
Seconded The Mayor

- 1 "THAT this update report and presentation be received.
- 2 THAT the District Services Committee appoint two Councillor representatives (Councillor Bennett and Councillor Bradley) to the Timaru Passenger Transport Advisory Group."

MOTION CARRIED

6 TEMPORARY CLOSURE OF COLES AND MATTHEWS ROADS (File T1/13)

The Committee considered a request by the Roothing Engineer on a temporary road closure of Coles and Matthews Roads.

Proposed Clr Mulvey
Seconded Clr Bradley

"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."

MOTION CARRIED

7 TEMPORARY CLOSURE OF WILSON STREET GERALDINE (File T1/13)

The Committee considered a report by the Roothing Engineer on a temporary road closure of Wilson Street, Geraldine. Due to the late application from the Geraldine Village Inn Complex, the closure requires the approval of the Committee. It was requested that all affected parties be advised and consulted with, if not already done.

Amendments to the report were noted.

Proposed Clr Oliver
Seconded Clr Mulvey

“THAT pursuant the 10th Schedule of the Local Government Act 1974 for the purpose of permitting the Geraldine Village Inn Complex to conduct an Event, 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 14 March 2009:

Wilson Street (Talbot Street to Waihi River).”

MOTION CARRIED

8 BUDGET ROUND 2009 – TIMARU DISTRICT COUNCIL COVER FOR BUS SHELTER WOOLWORTHS SUPERMARKET, CHURCH STREET (File T1/1)

The Committee considered a report from Councillor Kennedy regarding the implementation of a bus shelter outside Woolworths supermarket on Church Street. There was some discussion around the funding of the bus shelter and the state of cleanliness of the current shelters.

It was confirmed that Timaru District Council will be fully responsible for the cost of the bus shelter as it does not come under the items subsidised by ECan. It was noted that there are funds available for this and it was noted that the standard of cleanliness has greatly improved over recent times. Councillor Kennedy advised he would be happy to provide a report to the Committee regarding the maintenance of the bus shelters around Timaru.

Proposed Clr Oliver
Seconded Clr Kennedy

- 1 “THAT the Committee consider the above issue.
- 2 THAT the Committee approve the completion of a bus shelter outside Woolworths supermarket on Church Street, to be funded from the Timaru Ward Capital Fund, subject to subsidy from the New Zealand Transport Agency.”

MOTION CARRIED

The meeting concluded at 4.30pm.

Chairman

DISTRICT SERVICES COMMITTEE
FOR THE MEETING OF 28 APRIL 2009

Report for Agenda Item No 6

Prepared by - Andrew Dixon
Land Transport Manager

Timaru CBD Pedestrian Way-Finding Implementation (File T1/19/10)

Purpose of Report

To inform the District Services Committee and seek support for the proposed first stage of the implementation of the Timaru CBD pedestrian way-finding strategy implementation.

Background

In November 2006, Rodney Tolley, an international expert in walking and cycling facilities, was commissioned to review Timaru City's walking and cycling facilities, prior to his attendance as a keynote speaker at the NZ Walking and Cycling Conference held in Christchurch. Although he considered that the facilities provided were of a good standard, the directional signage or way-finding signage, particularly in the CBD, was extremely poor and first time visitors to Timaru could become completely lost.

Given that Timaru is a tourist and visitor destination and is promoted as such, staff commissioned Rodney Tolley to prepare a pedestrian way-finding strategy for the Timaru CBD based on sound principles and recognised international good practice.

There are many good reasons for Council and the community to support more walking:

- Increased walking in the community can significantly reduce public health costs through positive impacts on reducing obesity, diabetes, heart disease, mental health, and the maintenance of mobility and personal independence.
- More walking will assist in increasing public transport patronage.
- Better walking environments increases individual travel choices.
- Increased levels of walking are good for the economy as walkers are more likely to visit shops, particularly in the CBD.
- More walking (and less car use) reduces emissions and problems such as pollution and climate change.
- More walking will lead to safer and more socially integrated communities, with walking communities also being child-friendly communities.
- More walking and less car use can delay future road infrastructure capital and maintenance costs associated with providing for increasing traffic.

Cities that foster the development of legible and walk-friendly environments are likely to be successful and vibrant from a range of perspectives. Cities that are good for walking are also good for meeting, visiting, shopping, spending and watching the world. Cities that attract pedestrians are places where people want to be. Walking is a win-win, for individuals, the community and the environment.

However, more walking, by more people, more often, depends on the provision of attractive, safe, comfortable and coherent pedestrian networks that are clear and easy to follow. Clear way-finding signage for pedestrians is an essential pre-condition for the development of high-quality pedestrian environments. A pedestrian way-finding system is thus an important element in a suite of initiatives designed to make walking (and cycling) more attractive for residents, employees and visitors alike.

At the meeting on 31 May 2007, the Timaru Ward Committee supported in principle the implementation of pedestrian way-finding signage in the Timaru CBD. Funding for the first stage of the implementation was allocated in the 2008/09 Annual Plan, subject to a report being presented to District Services Committee on what was proposed.

Options

The recommended strategy prepared by Rodney Tolley included the following:

- 1 The installation of a master CBD map outside the i-SITE
- 2 A further information panel at the Piazza and four directional signage panels around the heart of the CBD.
- 3 Street name signs be installed that are designed for walkers, that may be combined with street litter bins (20 to 40). Examples of such signage are attached.

The master map production and installation, including internal illumination, has an estimated cost of \$9,000. Given the limited funding allocated, it is proposed that the master map only be installed. This is a valuable first stage that will contribute to the strategy objective.

Should funding be available through cost savings or a future funding allocation is approved the following would be implemented in priority order:

- Street name signage on litter bins (4) at Strathallan corner (\$5,000)
- One new information panel at Piazza (\$7,000)
- Three new information/directional panels at the southern, western and eastern fringes of the CBD (\$20,000).

Identification of Relevant Legislation, Council Policy and Plans

Land Transport Management Act
Timaru District Plan
Timaru District Council Draft Active Transport Strategy
Timaru District LTCCP and 2008/09 Annual Plan

Assessment of Significance

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

Consultation

Funding for this project was identified as a project in the 2008/09 Council Annual Plan that was subject to public consultation. It is considered that further consultation is not required.

Other Considerations

Some options may require a Resource Consent.

Funding Implications

There is \$10,000 capital expenditure funding allocated in the 2008/09 Annual Plan budget for the installation of pedestrian way-finding signage in Timaru CBD.

Conclusion

The recommendation for the first stage implementation of the Timaru CBD pedestrian way-finding signage based on the report prepared by Rodney Tolley and subject to available funding is:

- 1 That a master Timaru CBD map sign incorporating pedestrian walking times to places of interest be constructed and installed near the Timaru i-Site, based on the attached example.
- 2 That street name signage for pedestrians be installed on litter bins in the area bounded by (and including) Strathallan St, Church St, Perth St, George St and Station St also shown on the attached example.
- 3 New information sign located at the Piazza.

Recommendations

- 1 **That the District Services Committee support the installation of a master pedestrian way-finding map sign near the i-Site, as the first stage of the way-finding signage implementation funded in 2008/09.**
- 2 **That Stages Two and Three proceed when funding becomes available.**

Example of Proposed Master Sign located near the i-Site



Note that these panels display a 3D aerial view and a map view. Walking time circles will be added. Below, there is a map key that details places on interest and facilities. The panels are orientated in the direction that the viewer is facing. The proposed size of the panel is 1800mm high by 900mm wide.

Proposed Secondary Information Panel



Each panel contains a local map with a heritage photograph/information on one side, with walking circles times and directional information on the other side.

Example of Proposed Litter Bin Signage



A litter bin with street names, directional information and walking times. Note that existing litter bins would be utilised.

TIMARU DISTRICT COUNCIL

MINUTES OF THE TRIENNIAL MEETING OF THE TE MOANA DOWNS WATER SUPPLY CONSUMERS HELD IN THE PLEASANT VALLEY HALL, PLEASANT VALLEY, ON THURSDAY 2 APRIL 2009 AT 7.35PM

PRESENT Mr J Parr, 26 consumers and one contractor

IN ATTENDANCE District Services Manager (AA Harper), Drainage and Water Manager (G Hall), Water Networks Officer (D Clifford), Council Secretary (MA Jump)

1 APOLOGIES

Apologies were received from Messrs L Prattley, T Prattley, L Murphy, N Robinson, I Walton, and B Severeson.

Proposed Mr R Robinson
Seconded Mr S Woods

“THAT the apologies received be noted and accepted.”

MOTION CARRIED

2 CONFIRMATION OF MINUTES

Proposed Mr A Andrews
Seconded Mr J Parr

“THAT the minutes of the Te Moana Water Supply Triennial meeting held on 12 May 2003, be received and noted.”

MOTION CARRIED

3 REPORT ON TE MOANA DOWNS WATER SUPPLY SCHEME OPERATION

Water Networks Officer Dan Clifford spoke to the report provided to the meeting, referring to Supply Scheme plans on display in the hall. Dan highlighted the areas of concern in the report regarding the over-use of sold allocations and the resulting breach of the Resource Consent.

Ashley Harper expanded on the report and the implementation of a new contractor (City Care Ltd) to manage the maintenance of the Scheme from June 2008. City Care Ltd were appointed using a competitive process and a mixture of price and attributes.

Lack of water

The lack of water over the most recent dry period was discussed. It was clarified that the Te Moana Downs Water Supply Scheme has not been oversold but usage has exceeded the sold allocations by 100%, despite the replacement of 48% of restrictor jets. Grant Hall explained the water usage limits. There was discussion regarding the cause of the exceeded use, some of which relates to

leakages. There has been work carried out to repair leaks and this is ongoing. Several factors are likely to be contributing to the overuse, including leaks, non-compliant tanks and illegal use, whether intentional or not. Dan Clifford explained how the Scheme is monitored and how leaks are detected. Ten meters had recently been installed within the network reticulation. More flow monitoring sites are being investigated.

It was clarified that in the instance of concerns that these be brought to the attention of Timaru District Council as early as possible. The Te Moana Water Supply Advisory Committee is also responsible for reporting problems to Council via the District Services Committee, who review all motions from the Committee.

Contractor Issues

Contractor issues were discussed, with some concerns raised being that contractors do not respond to calls in a timely manner, resulting in a loss of productivity for consumers. There was a suggestion that the new contractors ignored a leak at Sheep Dip Road and were contacted over a period of six weeks before any action was taken. There was also a leak at 154 Greenvale Road. Timaru District Council staff will follow up on this information and clarify any issues with City Care Ltd.

It was requested that a contractor cell phone number be supplied in order for concerns to be dealt with directly with the contractor. Ashley Harper explained the use of the 0800 number service provided by Council and advised that all calls are recorded using this service, meaning that any concerns can be followed up.

Ashley Harper advised Timaru District Council staff will follow up on the concerns raised regarding the new contractor and should any problems be encountered with lack of contractor response, consumers should call the 0800 number and ask for the issue to be referred to the Job Manager.

Area Wide Strategy

The investigations for a Geraldine Area Wide Water Supply Strategy were briefly discussed, including options for alternative sources of water and modifications to the reticulation to distribute water from these sources.

Budget

Grant Hall explained the proposed budget and the LTCCP process. The Scheme is audited in total over the course of three years, with each restrictor jet being checked at least once in this time.

The proposed treatment plant upgrade is included in the budget as a 'worst case scenario'. This has been included as the law passed by the Government in 2008 requires the upgrade of water supplies to meet New Zealand Drinking Water Standards. Other options to upgrading the treatment plant include implementing a Public Health Risk Management Plan, however this applies only if no more than 25% of the water is shown to be supplied for household use. Currently the Te Moana Scheme does not meet this criteria.

Submissions for the LTCCP are accepted until 18 May 2009.

4 ELECTION OF TE MOANA DOWNS WATER SUPPLY COMMITTEE

Ashley Harper called for nominations to the Committee.

Name	Nominated by
Mr S Woods	Messrs D Stanton/M Wooding
Mr J Parr	Messrs A Read/A Prattley
Mr A Anderson	Mrs E Mallinson/Mrs V Raddecliffe
Mr K Orange	Messrs H Roberts/D McMurtrie
Mr A Andrews	Messrs S Humphrey/A Kelly
Mr A Holmes	Mr K Orange/Mrs M Prattley

There being no further nominations the Chairman declared the nominees elected.

The Geraldine Community Board Liaison Officer is Mr D Gresham.

The meeting concluded at 9.30pm.

Chairman

TIMARU DISTRICT COUNCIL

MINUTES OF THE INAUGURAL MEETING OF THE TE MOANA DOWNS WATER SUPPLY ADVISORY COMMITTEE HELD IN PLEASANT VALLEY HALL, PLEASANT VALLEY ON THURSDAY 2 APRIL 2009 AT 9.35 PM.

PRESENT Messrs J Parr, S Woods, A Anderson, K Orange, A Andrews, A Holmes, D Gresham

IN ATTENDANCE Drainage and Water Manager (GW Hall) Committee Secretary (MA Jump)

1 ELECTION OF CHAIRMAN

Proposed Mr Woods
Seconded Mr Holmes

“THAT K Orange be elected as the Chairman of the Te Moana Downs Water Supply Advisory Committee.”

MOTION CARRIED

2 CONFIRMATION OF MINUTES

Proposed Mr Parr
Seconded Mr Andrews

“THAT the minutes of the Te Moana Downs Water Supply Committee meeting held on 3 March 2009 be received and noted.”

MOTION CARRIED

3 NEXT MEETING

The Advisory Committee agreed to hold an informal meeting on Saturday 9 May at the Geraldine Service Centre at 1pm, to discuss general matters relating to the Scheme. After this meeting the Committee is to contact Timaru District Council to discuss timing of the next official meeting of the Committee.

Grant Hall gave the visuals from the Te Moana Downs Water Supply Triennial Meeting to the Advisory Committee for their reference. The Advisory Committee was invited to meet with Timaru District Council staff to discuss the Water Supply Scheme in-depth and obtain any useful materials from Council.

The Advisory Committee is to arrange a tour of the Scheme. Timaru District Council is to supply the minutes from this meeting to the Committee prior to their meeting on 9 May. Grant Hall is to look at providing other material to help understanding of the Scheme operation.

The meeting concluded at 9.55pm.

Chairman