



AGENDA

Environmental Services Committee Meeting Tuesday, 10 March 2020

Date Tuesday, 10 March 2020

Time 9.30am

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1322765

Timaru District Council

Notice is hereby given that a meeting of the Environmental Services Committee will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 10 March 2020, at 9.30am.

Environmental Services Committee Members

Clrs Barbara Gilchrist (Chairperson), Gavin Oliver (Deputy Chairperson), Allan Booth, Peter Burt, Richard Lyon, Paddy O'Reilly, Sally Parker, Stu Piddington, Steve Wills, Tewera King (Mana Whenua) and the Mayor Nigel Bowen

Quorum – no less than 6 members

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.

Tracy Tierney

Group Manager Environmental Services

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- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**
- 5 Chairperson's Report**

6 Confirmation of Minutes

6.1 Minutes of the Environmental Services Committee Meeting held on 28 January 2020

Author: Ange Lumsden, Executive Assistant

Recommendation

That the Minutes of the Environmental Services Committee Meeting held on 28 January 2020 be confirmed as a true and correct record of that meeting.

Attachments

- 1. Minutes of the Environmental Services Committee Meeting held on 28 January 2020**



MINUTES

Environmental Services Committee Meeting Tuesday, 28 January 2020

Ref: 1322765

**Minutes of Timaru District Council
Environmental Services Committee Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 28 January 2020 at 9.00am**

Present: Chairperson Barbara Gilchrist (Chairperson), Deputy Chairperson Gavin Oliver (Deputy Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Richard Lyon, Cr Paddy O'Reilly, Cr Sally Parker, Cr Stu Piddington, Cr Steve Wills, Mayor Nigel Bowen, Mr Tewera King (Mana Whenua)

In Attendance: **Community Board Representatives**
Temuka Community Board – Ali Talbot
Point Community Board – Ross Munro
Geraldine Community Board - Wayne O'Donnell

Council Officers

Group Manager Environmental Services (Tracy Tierney), Governance Advisor (Jo Doyle)

1 Apologies

No apologies were received.

2 Identification of Items of Urgent Business

No matters of Urgent Business were identified.

3 Identification of Matters of a Minor Nature

No matters of a Minor Nature were identified.

4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

5 Chairperson's Report

The Chairperson welcomed Community Board members, Councillor's and staff to the first meeting of 2020.

Activities prior to Christmas included a meeting with Patricia Callaghan, the Deputy Leader of the London Borough of Camden, meetings with the Group Manager of Environmental Services in regards to the District Plan Review and background on the Tangata Whenua Steering group.

Discussions with public on the subject of Dogs on Caroline Bay and increasing access to the beach, and meetings with Parks and Community Services staff on walking tracks.

Also attended the Highfield Recreation area drop in session.

Committee Resolution 2020/1

Moved: Chairperson Barbara Gilchrist

Seconded: Mayor Nigel Bowen

That the Chairperson's Report be received.

Carried

6 Confirmation of Minutes

6.1 Minutes of the Environmental Services Committee Meeting held on 26 November 2019

Committee Resolution 2020/2

Moved: Cr Sally Parker

Seconded: Mayor Nigel Bowen

That the Minutes of the Environmental Services Committee Meeting held on 26 November 2019 be confirmed as a true and correct record of that meeting.

Carried

7 Reports

7.1 Road Naming Report - Kelson Road Subdivision

The Committee considered the report for naming a road within Kelson Road Subdivision.

Committee Resolution 2020/3

Moved: Cr Steve Wills

Seconded: Cr Peter Burt

- That:
1. The report be received.
 2. That the name 'Gimbal Place' is approved.

Carried

8 Consideration of Urgent Business Items

No matters of Urgent Business were considered.

9 Consideration of Minor Nature Matters

No matters of a Minor Nature were considered.

The Meeting closed at 9.02am.

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Chairperson

7 Reports

7.1 Earthquake-Prone Building Update

Author: Jayson Ellis, Building Control Manager

Authoriser: Tracy Tierney, Group Manager Environmental Services

Recommendation

That the committee;

- 1 Receive and note the report

Purpose of Report

- 1 To update and inform the committee on progress with the Earthquake-Prone Buildings Project for the Timaru District.

Assessment of Significance

- 2 This is a significant project that has included a special consultative procedure being undertaken to determine Priority Thoroughfares and Strategic Routes within our district. The impact on building owners, tenants and the public will have wide ranging implications including financial, building occupancy, and environmental effects. The extent of this is still unknown at this stage.

Background

- 3 The Building (Earthquake-Prone Buildings) Amendment Act 2016 (the Act) came into effect 1 July 2017. This amended the Building Act 2004 to incorporate a comprehensive nationwide system for the identification and management of earthquake-prone buildings.
- 4 Under the Act, the Territorial Authority (TA) is required to identify potentially earthquake-prone buildings within the district that pose the greatest risk to public safety, and other properties in a moderate earthquake. The TA must then manage a process involving obtaining engineering assessments from building owners, publishing information about the building's seismic rating, New Building Standard (NBS) (on buildings and in the national Earthquake-Prone Buildings Register), and ensuring all earthquake-prone buildings are appropriately remediated.
- 5 Buildings potentially affected by the Act in our district all fall within the medium risk seismic area. This means Council must identify all priority buildings within five years (July 2022), and identify all other earthquake-prone buildings within ten years (July 2027).
- 6 Compliance with the Act must be demonstrated by affected building owners within 12.5 years for priority buildings, and within 25 years for other buildings.
- 7 In October 2018, Council conducted a special consultative procedure to determine the Priority Thoroughfares and Strategic Routes within our district. Community feedback was incorporated into the areas identified. The final Timaru District maps were adopted by Council on 11 December 2018 (Attachment 1).

- 8 Several public workshops have been held in Timaru, Geraldine, and Temuka to help inform the community about the requirements of the legislation. We also invited other speakers to share their expertise and information on earthquake-prone buildings including engineers, potential funders, heritage experts, and building owners who had completed strengthening work.
- 9 Over the past few months we have identified and made initial contact with owners of potential priority earthquake-prone buildings.
- 10 The identification process involved a combination of desk top analysis, reviewing building files, site visits, and discussions with technical experts. Once identified as potentially earthquake-prone, the building owner was sent a letter explaining their responsibilities for providing an Initial Seismic Assessment (ISA). The ISA is to be provided to Council within 12 months of receiving the letter. On request from the owner this period may be extended for up to another 12 months if there is a justifiable reason to do so.
- 11 To date we have profiled and entered 422 buildings into the Council's potentially earthquake-prone building register. Of those, 194 have been determined as either not earthquake-prone or do not meet the legislative criteria, with the remaining 228 buildings waiting for their owners to provide an ISA as requested by Council. It is important to note that as we only have limited information on buildings, we note them as only potentially earthquake-prone. The owner may well have information that we did not have access to in our initial identification process that confirms they are not earthquake-prone, which we will take into consideration in our decision making process.
- 12 To date, ten buildings have been confirmed as earthquake-prone in our district and are recorded on the national Earthquake-Prone Buildings Register <https://epbr.building.govt.nz/> Seven of these buildings are owned by Timaru District Council.
- 13 The project is well on track to meet the legislative time frames. It is also a high priority within the management of this project to communicate well and consistently to ensure affected building owners and the public have access to accurate and helpful information.

Moving Forward

- 14 We will continue to provide workshops both at the request of stakeholder groups and when we think it would be useful to update the public as the project progresses.
- 15 Council staff continue to engage in professional development opportunities to learn more as the legislation is given effect to around the country. The Ministry of Business and Innovation will be visiting in April to informally check in with how we are progressing and managing our obligations under the Act.
- 16 We are anticipating an influx of ISA reports over the next 12 months, therefore continued communication to building owners, reminding them of their obligations will be important. This may also result in a number of requests to extend the time to provide an ISA. This may create resourcing challenges both for the professional services providers and within Council if there are a bulk number of assessments required at the same time.
- 17 Once priority buildings have been identified the project will move onto identifying all other earthquake-prone buildings before the July 2027 deadline.

Consultation

- 18 No further formal consultation is required in accordance with the Act. We will however continue to liaise closely with stakeholders.

Relevant Legislation, Council Policy and Plans

- 19 There are no additional legislative requirements other than section 133AA-AY of the Building Act 2004.

Financial and Funding Implications

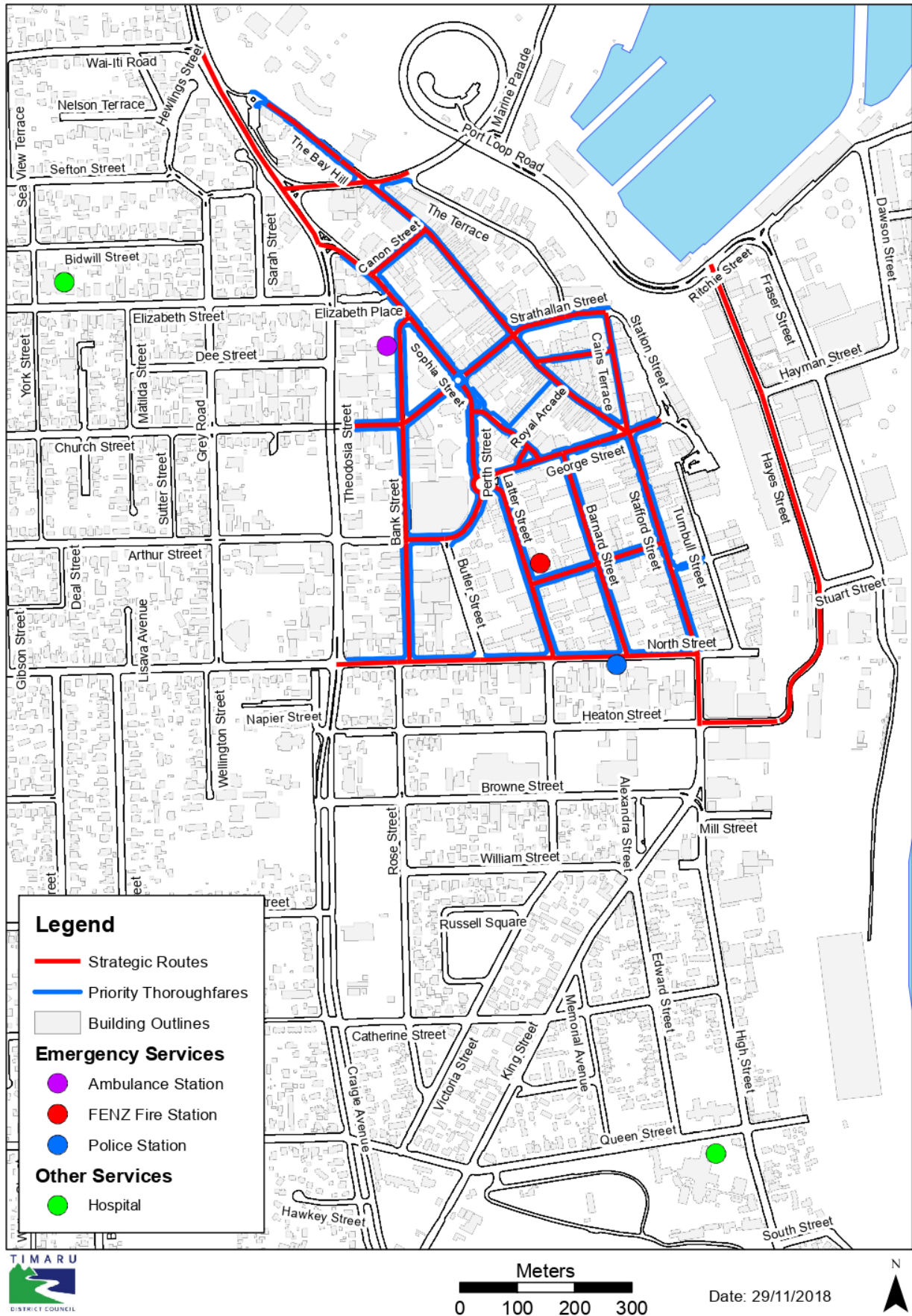
- 20 Delivery of the project has been adequately budgeted for.

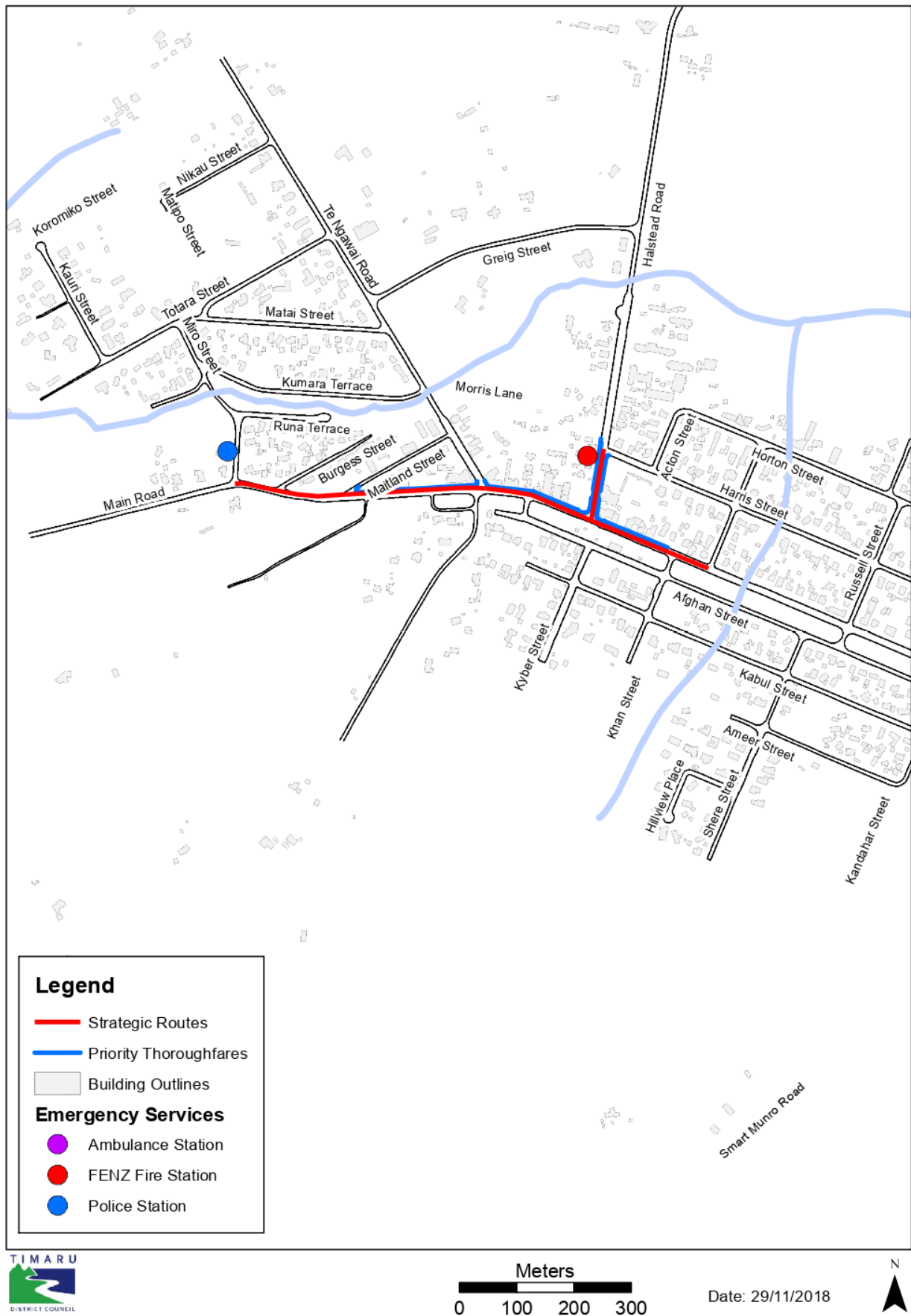
Other Considerations

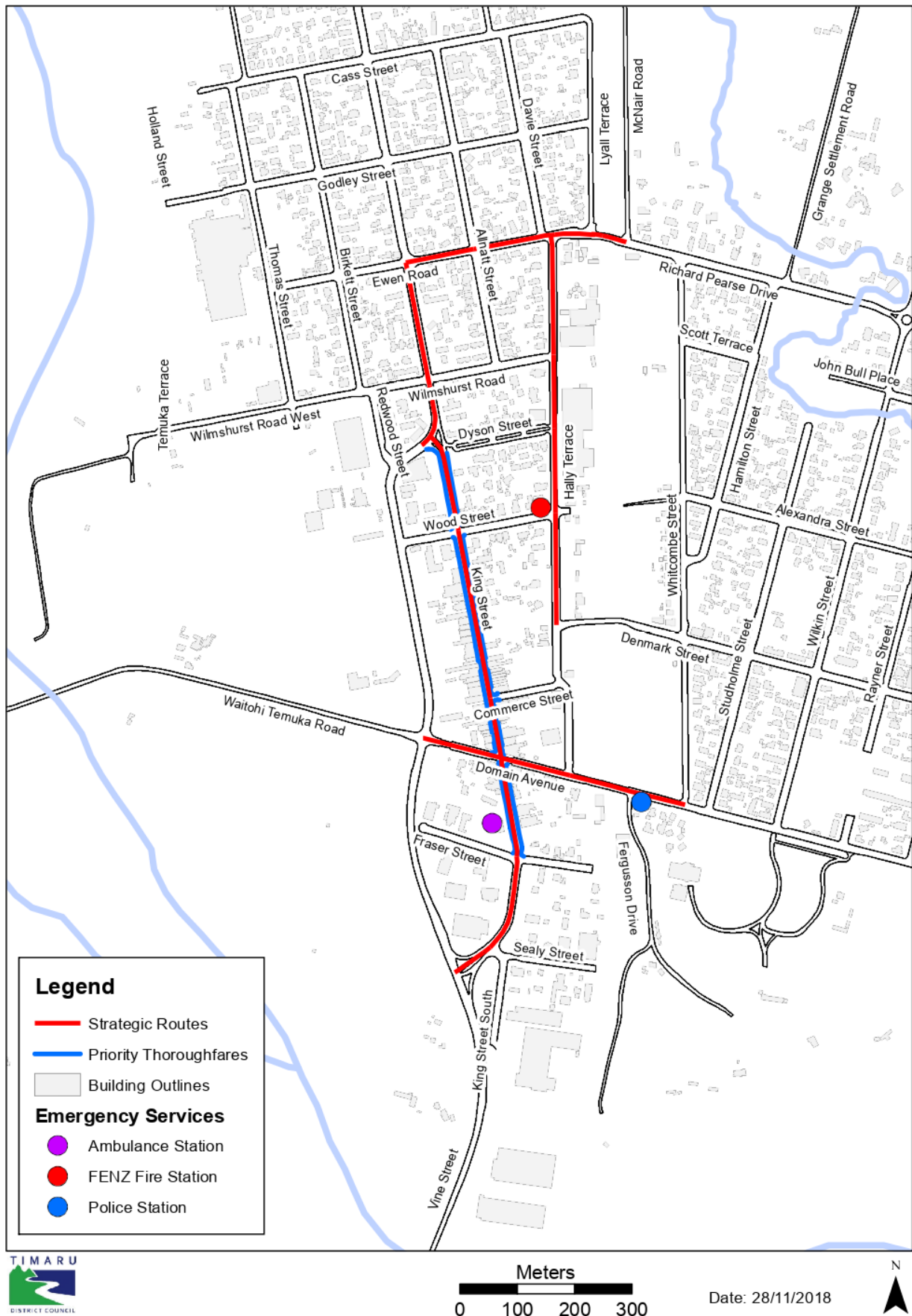
- 21 There are no other relevant considerations at this stage.

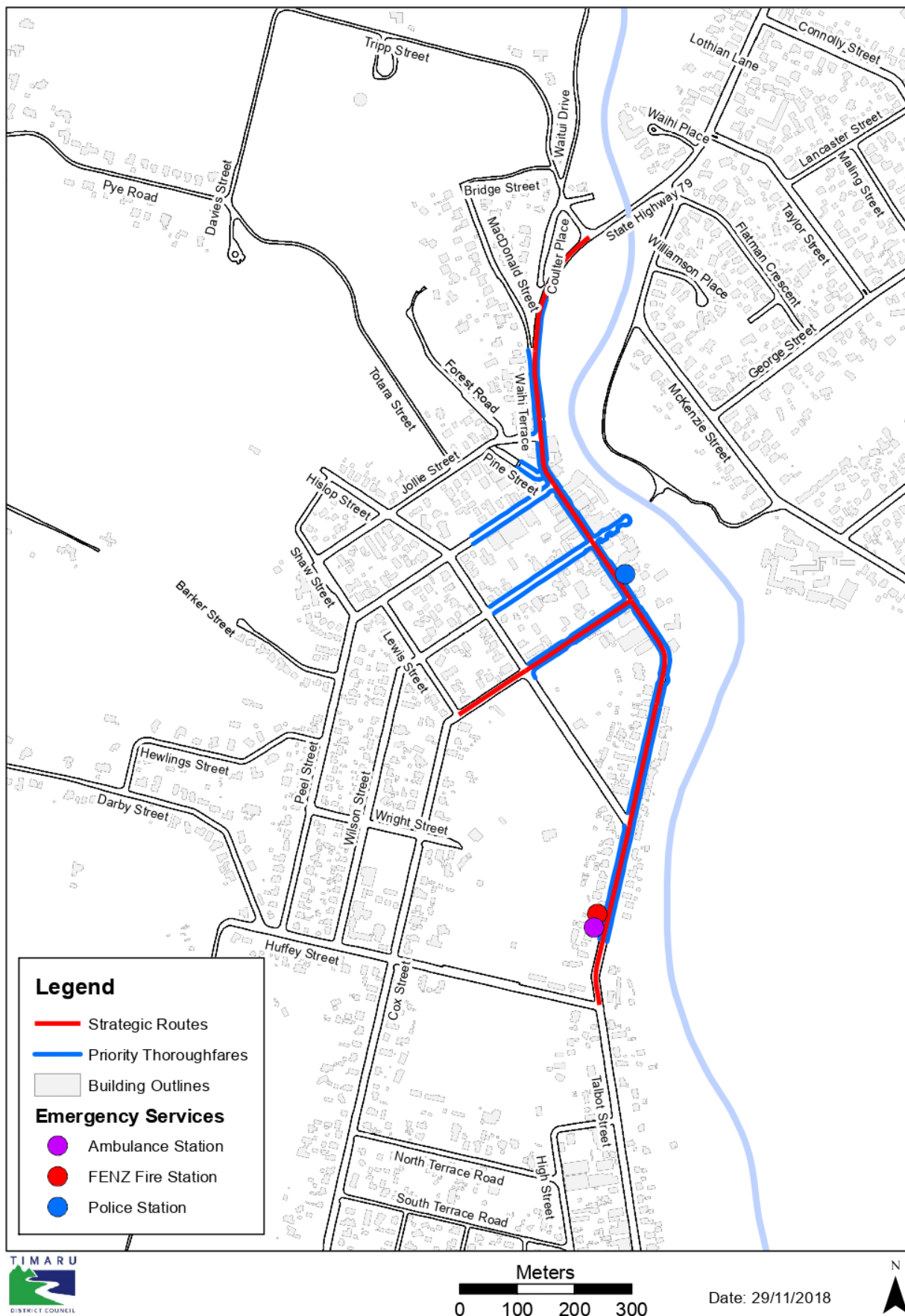
Attachments

- 1. Approved Strategic Routes and Thoroughfares**









7.2 Civil Defence Emergency Management - Appointment of Local Controllers

Author: Tracy Tierney, Group Manager Environmental Services

Authoriser: Tracy Tierney, Group Manager Environmental Services

Recommendation

That:

1. The report be received.
2. The Committee approves the nomination of Symon Leggett to be appointed as a Civil Defence Local Controller by the Canterbury Civil Defence Emergency Management Group.

Purpose of Report

- 1 To request the Committee's approval to nominate a new Civil Defence Controller to the Civil Defence Emergency Management Canterbury Group.

Assessment of Significance

- 2 The role of Local Controller comes with significant responsibilities in leading the response during an emergency on behalf of the community. The appointment of this position however is not deemed significant or in need of community engagement under the Council's Significance and Engagement Policy.

Background

- 3 In an emergency the Controller function involves the exercising of response leadership through:
 - Having overall responsibility for all activities and personnel involved in the response, including safety; and
 - Coordinating and managing the response objectives with organisations, communities, and people responding to or affected by the incident.
- 4 Currently there are three staff members who act as Local Controllers who are on-call on a weekly rotating roster, they are:
 - Tracy Tierney – Lead Local Controller
 - Justin Bagust
 - Jayson Ellis
- 5 To provide sufficient coverage, particularly during a significant event and to ensure the number of weeks rostered as Duty Controller is manageable, four Controllers is preferred.
- 6 At this time it is proposed that Symon Leggett, People and Digital Group Manager be recommended for appointment as a Local Controller. Symon would bring the following transferable skills and competencies to the role:

Leadership:

- A diverse range of leadership roles and experience over a number of years.
- Holds a senior leadership role within Timaru District Council so is used to working closely with a large number of staff and key stakeholders internally and externally.
- Previous role as South Island Manager, Housing New Zealand responsible for 7 offices and 56 staff. Wide stakeholder involvement including regular contact with Ministers.

Media:

- Experienced at working with media advisors to produce and present material for print, radio and TV media.

Emergency Response:

- Welfare Manager Timaru District Council during 2017 and 2019 flood events.
- Canterbury10 (C10) trained response team member for the Welfare function.
- Earthquake response September 2010 and February 2011:
 - Welfare functions, emergency accommodation.
 - Emergency Operations Centre emergency accommodation representative, welfare sub-function.
 - Housing NZ Earthquake Recovery- Operations Lead for \$1.2B rebuild project.
- Pike River disaster, emergency housing response.

Options and Preferred Option

7 The options are:

1. To nominate Symon Leggett as a Local Controller (preferred option).
2. To retain the three Local Controllers only.
3. To identify alternate personnel to become a Local Controller.

Consultation

8 No consultation has been undertaken. The Chief Executive is in full support of Symon Leggett's nomination.

Relevant Legislation, Council Policy and Plans

9 Civil Defence and Emergency Management Act 2002

10 Canterbury Civil Defence Plan

11 Timaru District Civil Defence Emergency Management Plan 2018-2028

Financial and Funding Implications

12 This proposal is not anticipated to have any significant financial implications. Training will be funded from within the existing civil defence budget.

Conclusion

13 The nomination proposed will create a situation where Council will have a full complement of four Local Controllers with at least one Controller being available at any time.

Attachments

Nil

8 Consideration of Urgent Business Items

9 Consideration of Minor Nature Matters