



# AGENDA

## Infrastructure Committee Meeting Tuesday, 21 July 2020

**Date** Tuesday, 21 July 2020

**Time** following the Environmental Services Committee

**Location** Council Chamber  
Timaru District Council Building  
2 King George Place  
Timaru

**File Reference** 1355521

## **Timaru District Council**

**Notice is hereby given that a meeting of the Infrastructure Committee will be held in the Council Chamber, Timaru District Council Building, 2 King George Place, Timaru, on Tuesday 21 July 2020, at the conclusion of the Environmental Services Committee meeting.**

### **Infrastructure Committee Members**

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

Quorum – no less than 2 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.

Erik Barnes

**Acting Group Manager Infrastructure**

**Order Of Business**

<b>1</b>	<b>Apologies .....</b>	<b>5</b>
<b>2</b>	<b>Identification of Items of Urgent Business.....</b>	<b>5</b>
<b>3</b>	<b>Identification of Matters of a Minor Nature .....</b>	<b>5</b>
<b>4</b>	<b>Declaration of Conflicts of Interest .....</b>	<b>5</b>
<b>5</b>	<b>Chairperson's Report.....</b>	<b>5</b>
<b>6</b>	<b>Confirmation of Minutes .....</b>	<b>6</b>
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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 Downlands Water Supply Committee Meeting held on 15 June 2020**

**Author:** Kate Walkinshaw, Executive Assistant, Infrastructure

#### **Recommendation**

That the Minutes of the Downlands Water Supply Committee Meeting held on 15 June 2020 be received.

#### **Attachments**

- 1. Minutes of the Downlands Water Supply Committee Meeting held on 15 June 2020**

# **MINUTES**

## **Downlands Water Supply Committee Meeting**

**Monday, 15 June 2020**

**Minutes of Timaru District Council  
Downlands Water Supply Committee Meeting  
Held in the Meeting Room 1, District Council Building, King George Place, Timaru  
on Monday, 15 June 2020 1.00pm**

**Present:** Cr Richard Lyon, Mr John McDonald, Cr Sally Parker, Mayor Nigel Bowen, Cr Paddy O'Reilly, Cr Sandy McAlwee, Cr Stuart Barwood, Cr Bill Wright

**In Attendance:** Drainage & Water Manager (Grant Hall), Chief Financial Officer (David Codyre), Communications Manager (Stephen Doran) and Downlands Secretary (Kate Walkinshaw)

**1 Apologies**

Nil

**2 Identification of Items of Urgent Business**

There were no matters of urgent business identified.

**3 Identification of Matters of a Minor Nature**

There were no matters of a minor nature identified.

**4 Declaration of Conflicts of Interest**

Nil

**5 Chairperson's Report**

The Chairperson had nothing substantial to report.

**6 Confirmation of Minutes**

**6.1 Minutes of the Downlands Water Supply Committee Meeting held on 2 December 2019**

**Committee Recommendation**

Moved: Mayor Nigel Bowen

Seconded: Cr Sally Parker

That the Minutes of the Downlands Water Supply Committee Meeting held on 2 December 2019 be confirmed as a true and correct record of that meeting.



## **7 Reports**

### **7.1 Water Infrastructure Asset Revaluation**

- 1 The purpose of the report is for the Committee to consider the revaluation of its Water infrastructure assets at fair value from 1 July 2019.

The committee considered a report on the proposed change to the method of valuating the Downlands Water scheme infrastructure from Deemed Cost to Fair Value.

The Chief Financial Officer explained the difference between the deemed cost method and the fair value measurement method. The committee agreed to adopt the fair value method but wanted to discuss the program and frequency of the valuation at the November meeting. The Chief Financial Officer will provide the board with a recommendation.

#### **Committee Recommendation**

Moved: Cr Sally Parker

Seconded: Cr Bill Wright

That the Committee

1. Note and receive the report, and
2. Adopt the fair value method of measuring assets for water infrastructure assets from 1 July 2019

### **7.2 Draft Budget 20/21**

- 1 The Committee considered a report by the Drainage & Water Manager in regards to the draft budget for 2020/21.

The draft budget is very much in line with year 3 of the Long Term Plan. There is a significant increase from last year's budget, due to an increase of unit and service charges, of 21%. The operational cost difference between the current and proposed years is due to a new water sampling program being implemented as required by the updated drinking water standards. There is also an increase in regards to operational electricity. Everything else is generally the same.

Total capital is correct. The interest may change if government funding comes through for shovel ready projects. The Te Ana Wai project is currently in the list of 800 projects in line for funding. If not, a loan will be required.

#### **Committee Recommendation**

Moved: Mayor Nigel Bowen

Seconded: Mr John McDonald

That the Downlands Joint Standing Committee adopt the 2020/2021 draft budget.

### **7.3 Verbal Report on Te Ana Wai Water Supply Upgrade**

#### **1 A verbal report on Te Ana Wai Water Supply Upgrade.**

The Drainage & Water manager provided a verbal update on the Te Ana Wai Water supply. Timaru District Council has applied for the government shovel ready programme for funding.

Trunk main renewal – Davidson Road to Cave – The contract has been let to Hadlee & Brunton. Sanitary liner to that section of pipe. Programmed to commence work in July. They will use fabricated steel as opposed to cast iron due to major delays caused by Covid-19 and international shipping and supply.

Cave to Water Treatment Plant – Richardson Road – is in final design stage. Working with Mayor of Mackenzie in regards to the location of pipe. Proposal to progress to Stage 2 to tender in August/September.

Intake – site visit with Arowhenua and they are fine with proposed works. The final documents are currently under review. Proposing to go to tender within the month. Construction commencement date is unsure at this stage due to lambing and fish movement, as discussed with Arowhenua.

Raw water reservoir contract been awarded to Rooney Earthmoving Limited. The site is fenced and the contractor is ready to go. There are issues around the designation of the site. Some land owners are refusing to sign the affected parties paperwork. Mackenzie District Council have been asked to confirm, via commissioner, whether they are an affected party or not. If they are, a limited notification hearing would need to proceed and their concerns heard, via commissioner. The Drainage & Water Manager tabled some visuals in regards to the effect on the party which is very minimal.

Water Treatment Plant – negotiations underway with Marshall Projects Consortium with the final proposal due this week. Review will commence the following week. Report to Tender & Procurement with design and build in next month.

Treated water reservoir – ready to be tendered next month.

Communications Manager discussed communications around Downlands. Now is the time to increase communication with the scheme users around the projects commencing and 21% rates increase. There was talk of a newsletter drop to all Downlands consumers with an option of signing up to an e-newsletter. All communications to be sent to the Downlands Joint Standing Committee prior to being sent to the consumers.

### **Committee Recommendation**

Moved: Mr John McDonald

Seconded: Cr Stuart Barwood

That the update be received.

**8        Consideration of Urgent Business Items**

There were no matters of urgent business.

**9        Consideration of Minor Nature Matters**

There were no matters of a minor nature.

**The Meeting closed at 2:33pm.**

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**Chairperson**

## 7 Reports

### 7.1 Road Efficiency Group Report

**Author:** Andrew Dixon, Land Transport Manager

**Authoriser:** Erik Barnes, Acting Group Manager Infrastructure

#### Recommendation

That the report be received and the information is noted.

#### Purpose of Report

- 1 The purpose of this report is to update the Infrastructure Committee on the recent Road Efficiency Group (REG) reports on the performance and management of the road network.

#### Assessment of Significance

- 2 This matter is considered low significance in terms of the Council significance policy.

#### Background

- 3 The Road Efficiency Group (REG) is a joint Government and Local Government initiative focused on building the capability of the transport sector to improve customer outcomes and performance. One of the key deliverables of REG was to develop a comparative analysis of the Road Controlling Authority (RCA) network performance.
- 4 REG has recently published reports using individual performance results and evidence for each of the 67 Road Controlling Authorities. The Timaru District Council report is included as Attachment 1. The report includes a range of metrics, scores, and information using data extracted from RCA annual returns to Waka Kotahi (NZTA), the Road Crash database, Road Asset database (RAMM) data, NZTA audits and the Council Annual Report. An explanation on how the results are presented and the information sources is shown in Attachment 2.
- 5 The REG RCA performance reports are for the 2018-19 Annual Plan year. All RCA's reports are available through the Local Government NZ and Waka Kotahi (NZTA) REG website. The 2019-20 reports will be available at the end of the year.
- 6 It is important that these reports are used as learning and efficiency opportunities.

#### Discussion

- 7 The reports provide a 'snap shot' view of each RCA network at a point in time. Generally Timaru District Council is delivering a road network that is fit for purpose with effective data quality and financial management. Staff will provide a short overview of the Timaru District Council report at the meeting.
- 8 The reports provide some comparative analysis to our peer group which are other councils that have a road network with a similar rural and urban mix.

- 9 There are some great successes for Timaru District highlighted in the report. These are cost efficiency and road safety where the Timaru District Council performance is better than our peers.
- 10 It is important to note that some of the data sets such as cycling and walking road crashes are small and it is hard to reach any substantive conclusion or action from the information at this time, as with the small data set there are wide statistical variances with small movements.
- 11 It should also be noted that the works completion categories are based on Waka Kotahi (NZTA) work categories. Waka Kotahi procedures deem that a project less than \$1 million is a minor project and therefore funded through a general 'low cost - low risk' funding category. Timaru District projects such as new walking and cycling infrastructure and bridge upgrades are less than the \$1 million threshold and therefore do not feature in these works categories.
- 12 Given that this report is based on 2018-19 data there are some features that have been improved. These are in correcting audit issues that related to our procurement strategy and activity management plan improvement.
- 13 Improving reporting systems for response to service requests, is an improvement identified through the RCA report. Although we are responding to the service request, the reporting of the statistics is poor.
- 14 The new reports will be refined through Council and Waka Kotahi feedback and utilised in the development of future activity management plans.

#### **Options and Preferred Option**

- 15 The report prepared and provided by REG is for information. Options are:
  - 15.1 Use this information to improve business systems, processes and funding business case bids. This is the recommend option.
  - 15.2 Note the report information and maintain current business processes without improvement.

#### **Consultation**

- 16 Consultation is not required for this matter.

#### **Relevant Legislation, Council Policy and Plans**

- 17 The following legislation and plans are relevant:
  - 17.1 Local Government Act 1974 and 2002
  - 17.2 Land Transport Management Act 2003
  - 17.3 Timaru District Long Term Plan 2018-28 and Annual Report 2018-19
  - 17.4 Timaru District Approved National Land Transport Programme 2018-21

#### **Financial and Funding Implications**

- 18 There is significant support from Council to fund a road renewals programme that continues to provide a fit for purpose network. It is anticipated that these comparative analysis reports will assist us in supporting our business case for increased Waka Kotahi (NZTA) funding.

### **Other Considerations**

19 There are no other considerations.

### **Attachments**

1. **Attachment 1: Timaru District Council 2018-19 Report** [!\[\]\(9bf097d682561b2ffd12d57a40ca73b1\_img.jpg\) !\[\]\(51d3868eac81c232f6ef399d2bd16077\_img.jpg\)](#)
2. **Attachment 2: Information of How the Reports are Presented and Data Sources** [!\[\]\(a2c132b99b4fcf21fd2bcbbdcf2be642\_img.jpg\) !\[\]\(5ec38675172d195694038a5f80a05d7e\_img.jpg\)](#)



# 2018/19 Timaru District Council RCA Report

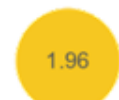


## Activity Management

Planning, Procurement and Data Quality

### Activity Management Planning

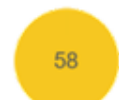
Planning quality Co-investment planning quality



● Good  
● Room for improvement

### Procurement

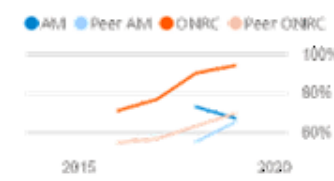
Smart buyer self-assessment



● A smart buyer  
● Limited  
● Not assessed

### Data Quality

Asset management and ONRC at expected standard



Source: REG 2018 AMP Assessment, Waka Kotahi 2018 AMP Assessment

Source: RCA Smart Buyer Self-Assessment

Source: REG Annual Data Quality Assessment

## Service Performance

LGA Non-Financial Performance Measures

### Annual Targets Achieved

	2015-25 Long Term Plan			2018-28 LTP
Provision of roads and footpaths	2015/16	2016/17	2017/18	2018/19
Road safety	●	●	●	●
Condition of the sealed road network	●	●	●	●
Maintenance of the sealed road network	●	●	●	●
Condition of the footpaths within the local road network	●	●	●	●
Response to service requests	●	●	●	●

Source: TA Annual Reports

## Transport Outcomes

Healthy and Safe People

### Fatal and Serious Injuries by Mode (No. per 100,000 Population)



Source: Waka Kotahi Crash Analysis System and MBIE Regional Economic Activity Tool

## Co-Investor Assurance

Investment Performance

Four grades: ● Effective ● Some improvement needed ● Significant improvement needed ● Unacceptable ● Not available  
Three grades: ● Effective ● Improvement needed ● Unacceptable ● Not available

### Procedural Audit (Four Grades)



Source: Waka Kotahi, Audit and Assurance, Procedural Audit Report May-18

### Technical Audit (Four Grades)



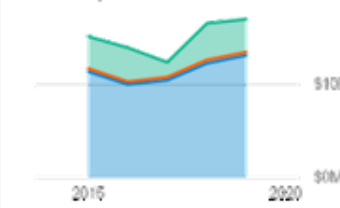
Source: Waka Kotahi, Audit and Assurance, Technical Audit Report May-17

## Delivery and Achievements

Expenditure, Cost Efficiency, Works Completed and Road Condition

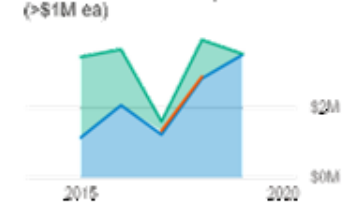
### Co-Invested Expenditure

All transport activities



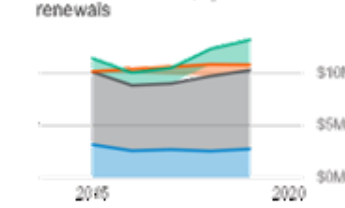
● Road maintenance ● Walking and cycling  
● Road improvement ● Other

New roads and road improvements (>\$1M ea)



● Minor improvements (low cost, low risk)  
● Resilience and improvements ● Roads and bridges  
● Other

Road maintenance, operations and renewals



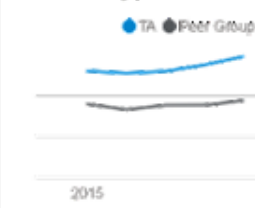
● Corridor and environment and drainage  
● Pavement and seal ● Emergency  
● Other

### Cost Efficiency

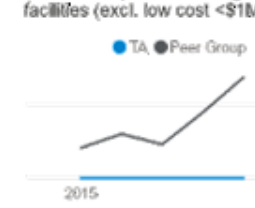
Total expenditure / length (\$1000 / km)



Road safety promotion



New and improved walking and cycling facilities (excl. low cost <\$1M, low risk)



Investment management, network and property management

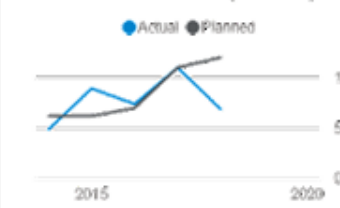


Maintenance, operations and renewals expenditure / length (\$1000 / km)

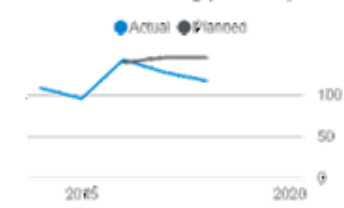


### Works Completed

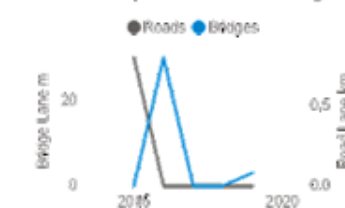
Pavement rehabilitation (lane kms)



Pavement resurfacing (lane kms)



New and improved roads and bridges



### Road Condition (Sealed Roads)

Ride quality, pavement and surface condition (peer group lighter)



Source: Waka Kotahi Data and Tools



# 2018/19 Timaru District Council RCA Report

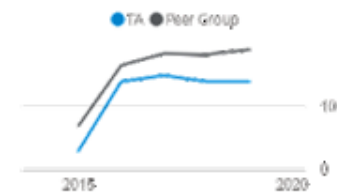


## Customer Outcomes

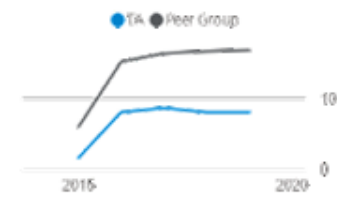
### Safety and Amenity

#### Fatal and Serious Injuries

No. per annum



No. per 1000 km (collective risk)



Source: Waka Kotahi Crash Analysis System and Data and Tools

No. per 100 M VKT (personal risk)



#### Crash Distribution

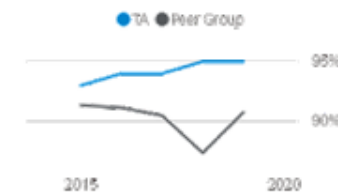
Length vs no. of fatal and serious injuries



Source: REG ONRC Performance Measure Reporting

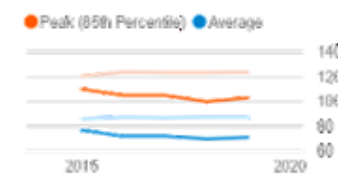
#### Road Condition

Ride quality (roughness of the roads)



Source: Waka Kotahi Data and Tools

Peak and average road roughness (NAA\$RA) (peer group lighter)



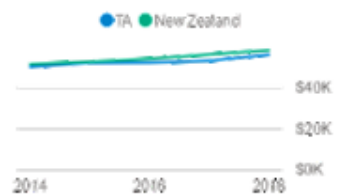
Source: REG ONRC Performance Measure Reporting

## Territorial Activity

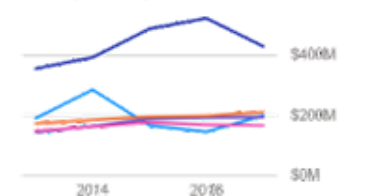
### Economic Activity and Financials

#### Economic

GDP per capita



GDP by industry



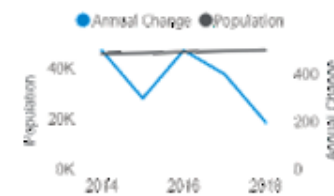
Top 5 TA Industries

- Manufacturing
- Agriculture
- Govt On Production, Import Duties And Other Taxes
- Owner-Occupied Property Operation
- Construction

Source: MBIE Regional Economic Activity Tool

#### Population

Resident population



#### Tourism

Guest nights per capita



#### Housing

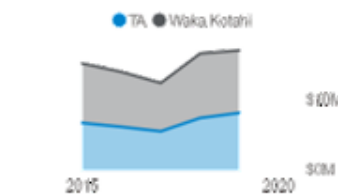
New dwellings per 10,000 capita



Source: TA Annual Reports

#### Financials

Co-invested expenditure and funding



Source: Waka Kotahi Data and Tools

Roading valuation



Service life



Source: TA Annual Reports

## Technical Outputs

### Safety

Fatal and Serious Injuries (No. per 100,000,000 Vehicle km Travelled)

Loss of control on wet roads

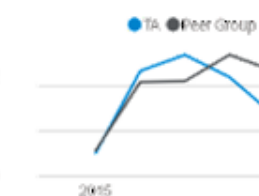


Source: Waka Kotahi Crash Analysis System and Data and Tools

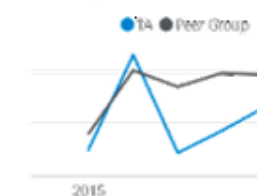
Loss of control at night



At intersections



Involving vulnerable users

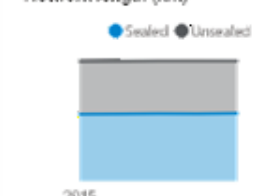


## Network Physical Characteristics

Roads, Cycleways and Bridges

### Roads

Network length (km)



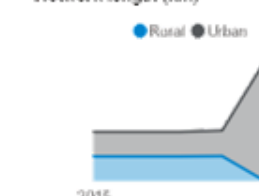
Source: Waka Kotahi Data and Tools

Urban % by length



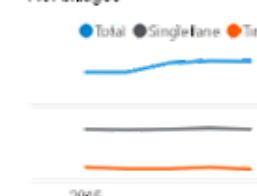
### Cycleways

Network length (km)



### Bridges

No. bridges

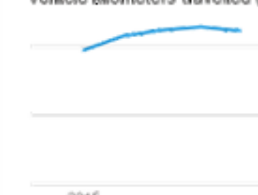


## Road Network Use

Roads, Bridges and Public Transport

### Roads and Bridges

Vehicle kilometers travelled (VKT)



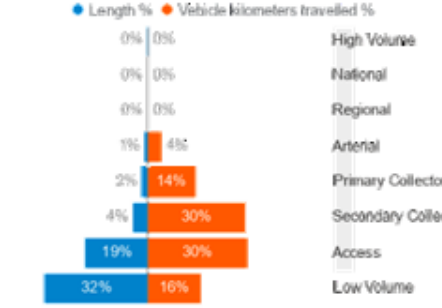
Source: Waka Kotahi Data and Tools

No. of restricted bridges



### Journey Distribution

Length vs VKT



Source: REG ONRC Performance Measure Reporting

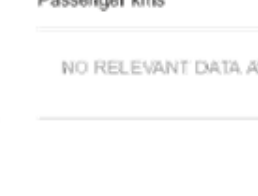
### Public Transport (Region Only)

Fleet size (No.)

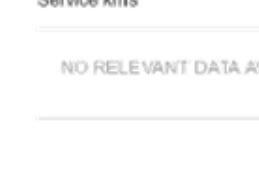


Source: Waka Kotahi Data and Tools

Passenger kms



Service kms





# REG Road Controlling Authority Reports

## How results are presented and information sources

Performance results and evidence are segmented into a headlines area and ten separate 'zones'.  
Most of this information is already available in various places across the sector – but is not easily accessible or easy to understand.  
These reports are the first time we have a national, objective picture of transport investment and performance collated into a single resource.

HEADLINES		35,700 Population	\$1,798 GDP (\$M)	\$260 Valuation (\$M)	\$18 Expenditure (\$M)	\$501 Expenditure per capita	64% FAR
Summary of key facts from the RCA report		909 Total (km)	704 Sealed (km)	205 Unsealed (km)	774 Rural (km)	134 Urban (km)	151 No. of bridges
REPORT ELEMENT	NOTES	SOURCE					
Population	The latest estimated resident population for the Territorial Authority, at 30 June. The latest population estimate reported may not be for the reported financial year.	Statistics New Zealand <a href="#">Subnational Population Estimates</a> . Data sourced from the <a href="#">MBIE Regional Economic Activity Web Tool</a> .					
GDP (\$M)	The latest annual nominal Gross Domestic Product (GDP) for the Territorial Authority. The GDP reported may not be for the reported financial year.	Statistics New Zealand <a href="#">Regional GDP</a> and MBIE <a href="#">Modelled Territorial Authority Gross Domestic Product (MTAGDP)</a> . Data sourced from the <a href="#">MBIE Regional Economic Activity Tool</a> .					
Valuation (\$M)	The road asset depreciated replacement cost valuation. Reported in NZD millions.	Published in the Territorial Authority annual report for the financial year. Sourced from the Territorial Authority website.					
Expenditure (\$M)	The financial year's total transport-related expenditure co-invested by Waka Kotahi (NZTA share) and Approved Organisations (local share). Excludes transport-related expenditure fully funded by the Territorial Authority or others.	Sourced from <a href="#">Waka Kotahi Data and Tools</a> .					
Expenditure per capita (\$)	The financial year's transport-related expenditure per resident. Calculated by dividing the total co-invested expenditure by the resident population estimated. Reported as NZD per resident person.	Calculated from <a href="#">Waka Kotahi Data and Tools</a> and Statistics New Zealand <a href="#">Subnational Population Estimates</a> .					
Funding Assistance Rate (FAR)	The Territorial Authority normal funding assistance rate for the reported financial year for Waka Kotahi co-investment.	Sourced from <a href="#">Waka Kotahi published normal funding assistance rates</a>					
Total length (km)	The length of road reported in centreline kilometres at the end of the financial year. Reported to Waka Kotahi by the Territorial Authority for annual reporting. Amounts may vary slightly due to rounding.	Sourced from <a href="#">Waka Kotahi Data and Tools</a> .					
Sealed length (km)							
Unsealed length (km)							
Urban length (km)							
Rural length (km)							
No. of bridges	The total number of bridges at the end of the financial year. Reported to Waka Kotahi by the Territorial Authority for annual reporting.	Sourced from <a href="#">Waka Kotahi Data and Tools</a> .					

<b>ACTIVITY MANAGEMENT</b> <b>Planning, Procurement and Data Quality</b>		
<div> <div>Activity Management</div> <div>Planning, Procurement and Data Quality</div> <div> <div>Activity Management Planning</div> <div>Planning quality    Co-investment planning quality</div> </div> <div> <div>Procurement</div> <div>Smart buyer self-assessment</div> </div> <div> <div>Data Quality</div> <div>Asset management and ONRC at expected standard</div> </div> </div>		
REPORT ELEMENT	NOTES	SOURCE
<b>Activity Management Planning</b>		
<b>Planning quality</b>	<p>The result of an independent assessment by REG of the TA's 2018 Transport Activity Management Plan (AMP) submitted to Waka Kotahi.</p> <p>AMPs are assessed against elements of the "REG Pillars of Success" framework including Systems, Evidence, Communicating, Decision Making, Service Delivery and Improvement Plan.</p> <p>The assessment consists of 23 attributes scored 0 to 3. The result displayed is an average of the attribute scores. The average attribute result colour grading is as follows:</p> <div> <div>Good (&gt;2.25)</div> <div>Fit for purpose (&gt;1.5 to 2.25)</div> <div>Room for improvement (&lt;=1.5)</div> <div>Not assessed</div> </div>	Assessment, results and grading provided by REG.
<b>Co-investment planning quality</b>	<p>The result of the Waka Kotahi assessment of the TA's 2018 Transport AMP.</p> <p>AMPs are assessed against elements of the 5-case model for a Programme Business Case including Strategic Case (context), Programme Case (context), Commercial Case (procurement context) and Management Case (delivery and performance). The assessment consists of 11 attributes scored 0 to 3. The result displayed is an average of the attribute scores. Result colour grading as per Planning Quality above.</p>	Sourced from Waka Kotahi Transport Investment Online (TIO). Grading and results provided by REG.
<b>Procurement</b>		
<b>Smart buyer self-assessment</b>	<p>The result of the RCA's smart buyer self-assessment undertaken by the TA and collated by REG. The assessment is based on the Smart Buyer Principles identified in the Road Maintenance Task Force Report. Result colour grading is as follows:</p> <p><b>Score Interpretation:</b></p> <div> <div>65 to 70: A Smart Buyer: Our organisation is a smart buyer. We help to minimise rate increases by maximising the value created for our community from being a smart buyer</div> <div>55 to 64: Developing: Our organisation has embraced the principles of being a smart buyer but can still create further improved value for our communities</div> <div>30 to 54: Limited: Our organisation currently has limited capability to maximise the value created from being a smart buyer</div> <div>0 to 30: Basic: Our organisation is focused on tender process and compliance. We have not developed the capability to realise any of the value created for our community from being a smart buyer.</div> </div> <p>Further reference: The <a href="#">Smart Buyer self-assessment form developed by REG</a>.</p>	RCA self-assessment. Results collated and provided by REG.
<b>Data Quality</b>		
<b>Asset management and ONRC at expected standard</b>	<p>The RCA's annual results (%) are based on the number of ONRC and asset management data quality metrics achieving the expected standard. For genuine comparability, the results for each year are based on the metrics used for the most recent financial year.</p> <p>ONRC data quality results are available for 2015/16 onwards. Asset management data quality results are available since 2017/18.</p> <p>Further reference: <a href="#">Data quality framework overview</a> <a href="#">Data quality dimensions overview</a></p>	REG annual data quality assessment and reporting undertaken within the REG ONRC performance measures reporting tool.



<b>SERVICE PERFORMANCE</b> <div> <b>Service Performance</b>  LGA Non-Financial Performance Measures <div> <span>● Target achieved</span> <span>● Partially achieved<sup>1</sup></span> <span>● Target not achieved</span> <span>● Not reported</span> </div> </div>		
<b>LGA Non-Financial Performance Measures</b>		
<b>ANNUAL TARGETS ACHIEVED</b>	<b>NOTES</b>	<b>SOURCE</b>
Road safety	The annual results published by the Territorial Authority in the Annual Report for the five Roads and Footpaths mandatory non-financial performance measures. Result colour grading is as follows: <div> <div>Target achieved</div> <div>Target partially achieved<sup>1</sup></div> <div>Target not achieved</div> <div>Not reported</div> </div> <sup>1</sup> Target partially achieved is used where a TA has broken down the Road Condition performance measure target for urban and rural, and one of the targets have been achieved. Further reference: <a href="#">Roads and Footpaths Guidance (February 2014)</a>	Results published in the Territorial Authority Annual Report for the financial year.
Condition of the sealed road network		Sourced from the Territorial Authority website.
Maintenance of a sealed local road network		
Condition of footpaths within the local road network		
Response to service requests		

<b>TRANSPORT OUTCOMES</b> <div> <b>Transport Outcomes</b>  Healthy and Safe People </div>		
These performance measures in this report zone are drawn from the suite of quantitative <a href="#">Transport Indicators</a> that supports the <a href="#">Transport Outcomes Framework</a> developed by the Ministry of Transport and other government agencies. Further reference: <a href="#">Transport Outcomes Framework</a> <a href="#">Transport Indicators</a> <a href="#">Status and details of the Transport Indicators</a>		
<b>HEALTHY AND SAFE PEOPLE</b>		
<b>REPORT ELEMENT</b>	<b>NOTES</b>	<b>SOURCE</b>
<b>MoT Transport Indicators:</b> 32. Transport-related deaths 33. Transport-related serious injuries The results published by the Ministry of Transport do not provide results at a TA level or segmented by mode. The normalised result in the RCA report is calculated by REG using the annual population estimates presented within the RCA report and crash data sourced directly from the Waka Kotahi NZ Transport Agency Crash Analysis System (CAS). Further reference: <a href="#">Transport Indicators: Healthy and Safe People</a>		Population from Statistics New Zealand <a href="#">Subnational Population Estimates</a> .  Data sourced from the <a href="#">MBIE Regional Economic Activity Tool</a> .
<b>FATAL AND SERIOUS INJURIES BY MODE (NO. PER 100,000 POPULATION)</b>		
<b>REPORT ELEMENT</b>	<b>NOTES</b>	<b>SOURCE</b>
<b>Total</b>	The total number of fatal and serious injuries each year on the Territorial Authority road network per 100,000 of Territorial Authority population.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a>
<b>Road</b>	The total number of fatal and serious injuries each year on the Territorial Authority road network per 100,000 of Territorial Authority population <b>not involving</b> pedestrians or cyclists.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a>
<b>Cycling</b>	The total number of fatal and serious injuries each year on the Territorial Authority road network per 100,000 of Territorial Authority population <b>involving</b> cyclists.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a>
<b>Walking</b>	The total number of fatal and serious injuries each year on the Territorial Authority road network per 100,000 of Territorial Authority population <b>involving</b> pedestrians.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a>

CO-INVESTOR ASSURANCE		
Co-Investor Assurance Investment Performance		
Four grades: ● Effective ● Some improvement needed ● Significant improvement needed ● Unacceptable ● Not available Three grades: ● Effective ● Improvement needed ● Unacceptable ● Not available		
<b>Investment Performance</b> Results from the latest investment audits carried out by Waka Kotahi under Section 95(1)(e)(II) of the Land Transport Management Act 2003. Two types of audits are typically undertaken, and historically two separate audit reports were produced. Typically, a technical investment audit is undertaken before the procedural audit. More recently, in some cases, the two reports are combined and are referred to as an Investment Audit.  Over time the subject areas of each audit have been refined. The subject areas outlined below are the latest, and the titles and the grading in the Territorial Authority report may vary to reflect the methodology at the time of the audit. Outdated audits results before 2015 are not included in the RCA reports.  In some cases, the latest results included in the RCA report are more recent than the RCA report period. Dates displayed are the date of the final Audit report.		
PROCEDURAL AUDIT	NOTES	SOURCE
Contract management	Results of the latest procedural audit report for the five common subject areas.	Sourced from Waka Kotahi Audit and Assurance, Corporate Services
Financial management	Result colour grading is as follows:	
Procurement procedures	<div> <div>4 Grades &gt; approx. 2015-2016</div> <div>3 Grades &lt; approx. 2015-2016</div> </div>	
Professional services	<div>Effective</div> <div>Some improvement needed</div> <div>Significant improvement needed</div> <div>Unacceptable</div> <div>Not Available</div>	
Previous audit issues progress	<div>Effective</div> <div>Improvement needed</div> <div>Unacceptable</div> <div>Not Available</div>	
Not Available means the last audit was considered out of date (before July 2015) and/or the audit result was not available. In some cases, the audit results for reports dated between Oct-15 and Jul-16 were assessed based on three grades, as shown above, and in the RCA report section key.		
TECHNICAL AUDIT	NOTES	SOURCE
Activity management planning	Results of the latest technical audit report for the five common subject areas. Result colour grading as per the Procedural audit.	Sourced from Waka Kotahi Audit and Assurance, Corporate Services
Data quality	<div>4 Grades &gt; approx. 2015-2016</div> <div>3 Grades &lt; approx. 2015-2016</div>	
Network condition and management	<div>Effective</div> <div>Some improvement needed</div> <div>Significant improvement needed</div> <div>Unacceptable</div> <div>Not Available</div>	
Road safety	<div>Effective</div> <div>Improvement needed</div> <div>Unacceptable</div> <div>Not Available</div>	
Previous audit issues	<div>Effective</div> <div>Improvement needed</div> <div>Unacceptable</div> <div>Not Available</div>	



DELIVERY AND ACHIEVEMENTS		Delivery and Achievements Expenditure, Cost Efficiency, Works Completed and Road Condition
<b>Co-Invested Expenditure</b> Achieved expenditure by <a href="#">Work Category</a> is reported annually by Approved Organisations into Transport Investment Online (TIO). The reported expenditure is for co-invested activities only and is separated by Waka Kotahi (NZTA share) and the Approved Organisation (local share). From the reported expenditure, it can be seen how much Waka Kotahi and Territorial Authorities jointly spend on transport, including infrastructure, transport planning, road maintenance, walking and cycling, and passenger transport.		
REPORT ELEMENT	NOTES	SOURCE
<b>All transport activities</b>	All transport-related expenditure co-invested by Waka Kotahi (NZTA share) and Approved Organisations (local share). Expenditure has been grouped into the activity classes: <ul style="list-style-type: none"> <li>• <b>Road Maintenance</b> - Road Maintenance</li> <li>• <b>Road Improvement</b> - Road Improvements</li> <li>• <b>Walk &amp; Cycle</b> - Walking &amp; cycling</li> <li>• <b>Other</b> - Investment management, public transport, promotion of road safety and demand management</li> </ul>	Sourced from <a href="#">Waka Kotahi Data and Tools, major activities expenditure</a> .
<b>New roads and road improvements (&gt;1.0M ea)</b>	The expenditure on Road Improvements including bridge and structures replacement, minor improvements (low cost, low risk), new roads and bridges, property purchase, resilience improvements, road reconstruction and new traffic management facilities and equipment. Expenditure has been grouped into: <ul style="list-style-type: none"> <li>• <b>Roads &amp; Bridges</b> - Bridges &amp; structures replacement, New roads &amp; bridges, Road reconstruction</li> <li>• <b>Minor Improvements</b> - Minor Improvements (low cost, low risk)</li> <li>• <b>Resilience Improvements</b> - Resilience Improvements</li> <li>• <b>Other</b> - Professional Services, Property Purchase, Traffic Management</li> </ul>	Sourced from <a href="#">Waka Kotahi Data and Tools, new and improved infrastructure expenditure</a>
<b>Road maintenance, operations and renewals</b>	The expenditure on maintenance, operations and renewals associated with the pavement and surfacing, footpaths, structures, cycling facilities, environment and drainage, cyclic corridor maintenance and emergency reinstatement. Expenditure has been grouped into: <ul style="list-style-type: none"> <li>• <b>Pavement &amp; Seal</b> - Pavement and Seal</li> <li>• <b>Corridor &amp; Environment &amp; Drainage</b> - Corridor, Environment &amp; Drainage</li> <li>• <b>Emergency</b> - Emergency Reinstatement</li> <li>• <b>Other</b> - Structures, Footpath, Cycling facilities, Financial Grants and Stimulus, Network &amp; Property Management</li> </ul>	Sourced from <a href="#">Waka Kotahi Data and Tools, road maintenance, operation and renewals expenditure</a>
<b>Road safety promotion</b>	The expenditure on promotion, education and advertising associated with Road Safety.	Sourced from <a href="#">Waka Kotahi Data and Tools, road safety promotion expenditure</a>
<b>New and improved walking and cycling facilities (excl. low cost &lt;\$1M, low risk)</b>	The expenditure on the construction/implementation of the new or improved cycle and walking facilities and shared pedestrian and cycle paths. This excludes cycle and walking facilities <\$1M completed under the Minor Improvement category.	Sourced from <a href="#">Waka Kotahi Data and Tools, walking and cycling expenditure</a>
<b>Investment management, network and property management</b>	A combination of (a) Investment management expenditure including activity planning, management of funding allocation, regional planning, sector research and studies, strategies and models and (b) network and property management expenditure including work category 151 for the general management and control of the road network and management of road assets, plus work category 161 provides for costs associated with the management of property purchased for future roading.	Sourced from <a href="#">Waka Kotahi Data and Tools, investment management and road maintenance, operation and renewals (partially only)</a>

COST EFFICIENCY		
Delivery and Achievements Expenditure, Cost Efficiency, Works Completed and Road Condition		
REPORT ELEMENT	NOTES	SOURCE
Total expenditure / length (\$1000 / km)	This result has been calculated by REG using the total co-funded transport expenditure (D1 above) per kilometre of the road network (N1 below). Reported in thousand dollars per kilometre.	Sourced from <a href="#">Waka Kotahi Data and Tools</a> Network length sourced from <a href="#">Waka Kotahi, physical statistics - roads</a>
Maintenance, operations, and renewals expenditure / length (\$1000 / km)	This result has been calculated by REG using the co-funded expenditure on maintenance, operations, and renewals (D3 above) per kilometre of the road network (N1 below). Reported in thousand dollars per kilometre.	Sourced from <a href="#">Waka Kotahi Data and Tools</a> Network length sourced from <a href="#">Waka Kotahi, physical statistics - roads</a>
WORKS COMPLETED		
REPORT ELEMENT	NOTES	SOURCE
Pavement rehabilitation (lane kms)	A comparison between the planned/forecast length of pavement rehabilitation and the actual reported lengths achieved.	Planned sourced from <a href="#">Waka Kotahi Transport Investment Online</a> and achievements sourced from <a href="#">Waka Kotahi Data and Tools</a> .
Pavement resurfacing (lane kms)	A comparison between the planned/forecast length of resurfacing renewals and the actual reported lengths achieved.	Planned sourced from <a href="#">Waka Kotahi Transport Investment Online</a> and achievements sourced from <a href="#">Waka Kotahi Data and Tools</a> .
New and improved roads and bridges	New, reconstructed and seal extended roads: The reported achieved length of new roads or road links constructed adding to the existing road network, seal extensions, and improvements to or reconstruction of existing roads. The length <b>does not</b> include renewals associated with resurfacing, metalling of unsealed roads or pavement rehabilitation. Number of New and improved bridges: The number of new bridges constructed, and existing bridges upgraded or replaced.	Sourced from <a href="#">Waka Kotahi Data and Tools, road improvements</a>
ROAD CONDITION		
REPORT ELEMENT	NOTES	SOURCE
Ride quality, pavement and surface condition	The ride quality, pavement and surface condition of the sealed road network measured as Smooth Travel Exposure (STE), Condition Index (CI) and Pavement Integrity Index (PII). 1. <b>STE</b> is the proportion of vehicle kilometres travelled in a year that occurs on 'smooth' roads. 2. <b>CI</b> is a single index summarising surface condition based on visually measured condition defects. 3. <b>PII</b> is a combined index of the pavement faults in the sealed road surface. All three are out of 100 (%) with the higher the number, the better the ride quality or condition. The average result for the peer group is shown in a lighter shade of the same colour to provide context.	Sourced from <a href="#">Waka Kotahi Data and Tools, road condition</a>



CUSTOMER OUTCOMES		
Safety and Amenity		
<p>These performance measures in this report zone are drawn from the suite of Customer Outcome measures from One Network Road Classification (ONRC) system developed by REG.</p> <p>Further reference:</p> <p><a href="#">REG One Network Road Classification (ONRC)</a>  <a href="#">ONRC performance measures: a general guide</a>  <a href="#">ONRC performance measures: a detailed guide</a></p>		
REPORT ELEMENT	NOTES	SOURCE
<b>Fatal and Serious Injuries</b>		
No. per annum	The total number of fatal and serious injuries each year on the Territorial Authority road network.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a>
No. per 1000 km (network collective risk)	Collective Risk is a measure of the TA's road network safety. Collective Risk is the crash density measured as the total number of fatal and serious injuries per 1,000 kilometre each year on the network. This result has been calculated by REG.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a> Network length sourced from <a href="#">Waka Kotahi, physical statistics - roads</a>
No. per 100 Million VKT (personal risk)	Personal Risk is a measure of the danger to an individual. Personal Risk is the crash rate measured as the fatal or serious injuries per 100 million vehicle kilometres travelled (VKT) on the Territorial Authority road network. This result has been calculated by REG.	Sourced from <a href="#">Waka Kotahi Crash Analysis System</a> Network VKT sourced from <a href="#">Waka Kotahi, vehicle use</a>
<b>Crash Distribution</b>		
Length vs no. of fatal and serious injuries	The distributed network length by ONRC categories and crashes for the past five financial years in descending order of the highest ONRC category classification. This result has been calculated by REG.	Sourced from REG ONRC Performance Measure Reporting.
<b>Road Condition</b>		
Ride quality (roughness of the roads)	The percentage of vehicle kilometres travelled (VKT) on the network each year on 'smooth' sealed roads indicating the ride quality experienced by the user.	Sourced from <a href="#">Waka Kotahi Data and Tools, road condition</a>
Peak and average road roughness (NAASRA)	The 85 <sup>th</sup> percentile and average road roughness for the sealed network each year reported in NAASRA counts/km. The average result for the peer group is shown in a lighter shade of the same colour to provide context. These results have been calculated by REG.	Sourced from REG ONRC Performance Measure Reporting.

TERRITORIAL ACTIVITY		Territorial Activity	
Economic Activity, Population and Financials		Economic Activity and Financials	
REPORT ELEMENT	NOTES	SOURCE	
<b>Economic</b>			
<a href="#">GDP per capita</a>	Nominal Gross Domestic Product (GDP) per capita indexed to 2000. Territorial Authority level GDP is modelled by MBIE.	Statistics New Zealand <a href="#">Regional GDP</a> and MBIE <a href="#">Modelled Territorial Authority Gross Domestic Product (MTAGDP)</a> .	
<a href="#">GDP by industry</a>	As for A1 above. Displays each TA's top five industries as at 30 June of the latest financial year reported by MBIE.	Statistics New Zealand <a href="#">Regional GDP</a> and MBIE <a href="#">Modelled Territorial Authority Gross Domestic Product (MTAGDP)</a> .	
<b>Population</b>			
<a href="#">Resident population</a>	The estimated resident population at 30 June each year indexed to 1996. Subnational population estimates at 30 June each year were obtained by updating the census night base population of each area for births, deaths, and net migration.	Statistics New Zealand <a href="#">Subnational Population Estimates</a> . Data sourced from the <a href="#">MBIE Regional Economic Activity Tool</a> .	
<b>Tourism</b>			
<a href="#">Guest nights per capita</a>	The number of guest nights per capita. Commercial guest nights, including domestic and international visitor guest nights, expressed as a proportion of the resident population. The figures are annual average figures.	Statistics New Zealand <a href="#">Accommodation Survey</a> .	
<b>Housing</b>			
<a href="#">New dwellings</a>	The number of new dwelling consents per 10,000 people. Annual figures. New residential buildings.	Statistics New Zealand <a href="#">Building Consents Issued</a> and <a href="#">Subnational Population Estimates</a> .	
<b>Financials</b>			
<b>Transport co-invested expenditure and funding share</b>	All transport-related expenditure co-invested by Waka Kotahi (NZTA share) and Approved Organisations (local share). Expenditure includes Road Maintenance, Road Improvements, Walking, Cycling, Investment management, public transport, promotion of road safety and demand management	Sourced from <a href="#">Waka Kotahi Data and Tools, major activities expenditure</a> .	
<b>Roadling valuation</b>	The annual reported book value (Carrying Amount) of the TA's roadling network/assets and where available an estimated total cost to replace the roadling network/assets (Replacement Cost). In some cases, the TA's estimated replacement cost amount might be to replace based on the fair value amount rather than rebuild new. Where possible, excludes the value of the land under roads. REG has extracted the information and amounts from the TA's published Annual Reports.	Results published in the Territorial Authority annual report for the financial year.	
<b>Service life</b>	The annual reported book value (Carrying Amount) of the TA roadling network/assets as a percentage of the estimated total replacement cost. The result for the individual TA is reported against the national average of all TAs. In some cases, the TA results may be partially or not displayed due to missing values for either the Carrying Amount or the Replacement Cost. These results have been calculated by REG.	Results published in the Territorial Authority annual report for the financial year.	



TECHNICAL OUTPUTS		
Safety		
<p>These performance measures in this report zone are drawn from the suite of Technical Output measures from One Network Road Classification (ONRC) system developed by REG.</p> <p>Further reference:</p> <p><a href="#">REG One Network Road Classification (ONRC)</a></p> <p><a href="#">ONRC performance measures: a general guide</a></p> <p><a href="#">ONRC performance measures: a detailed guide</a></p>		
Fatal and serious injuries by mode (no. Per 100,000,000 km travelled)		
<p>These results have been calculated by REG. The results are normalised to a per 100,000,000 vehicle km travelled. The VKT data is sourced from the Waka Kotahi data and tools.</p> <p>Network VKT sourced from <a href="#">Waka Kotahi, vehicle use</a></p>		
REPORT ELEMENT	NOTES	SOURCE
Loss of control on wet roads	The number of fatal and serious injuries through the loss of driver control when the road surface is wet.	Source: <a href="#">Waka Kotahi Crash Analysis System</a>
Loss of control at night	The number of fatal and serious injuries through the loss of driver control when it is dark.	Source: <a href="#">Waka Kotahi Crash Analysis System</a>
At Intersections	The number of fatal and serious injuries that occurred at an intersection.	Source: <a href="#">Waka Kotahi Crash Analysis System</a>
Involving vulnerable users	The number of fatal and serious injuries which involved a pedestrian, cyclist, moped or motorcycle.	Source: <a href="#">Waka Kotahi Crash Analysis System</a>

NETWORK PHYSICAL CHARACTERISTICS		
Roads, Cycleways and Bridges		
REPORT ELEMENT	NOTES	SOURCE
<b>Roads</b>		
Network length (km)	The split of the road network length by <b>sealed</b> and <b>unsealed</b> roads.	Sourced from <a href="#">Waka Kotahi, physical statistics - roads</a>
Urban percentage by length	The percentage of the road network length, which is defined as urban (having a speed limit of less than 70km/hr).	Sourced from <a href="#">Waka Kotahi, physical statistics - roads</a>
<b>Cycleways</b>		
Network length (km)	The length of the cycleway network reported by an urban and rural split.	Sourced from <a href="#">Waka Kotahi Data and Tools, physical statistics - cycleways</a>
<b>Bridges</b>		
No. bridges	The total number of bridges, the number of bridges where there is only a single lane and number of bridges made from timber.	Sourced from <a href="#">Waka Kotahi Data and Tools, physical statistics - bridges</a>

<b>ROAD NETWORK USE</b> <b>Roads, Bridges and Public Transport</b>		
<b>REPORT ELEMENT</b> <b>NOTES</b> <b>SOURCE</b>		
<b>Roads and Bridges</b>		
<b>Vehicle kilometres travelled (VKT)</b>	Total annual vehicle kilometres travelled on the local road network.	Sourced from <a href="#">Waka Kotahi, vehicle use</a>
<b>No. of restricted bridges</b>	The number of bridges on the road network with a weight or speed restriction. Some of those with a weight restriction may also have a speed restriction.	Sourced from <a href="#">Waka Kotahi Data and Tools, physical statistics - bridges</a>
<b>Journey Distribution</b>		
<b>Length vs VKT</b>	The distribution of vehicle kilometres travelled and network length by highest ONRC category classification for the financial year. This result has been calculated by REG.	Source: REG ONRC Performance Measure Reporting
<b>Public Transport (Region only)</b>		
<b>Fleet size (No.)</b>	The number of buses, train carriages and ferries in each regional fleet. Results only reported for TAs with the presence of a notable public transport network.	Sourced from <a href="#">Waka Kotahi Data and Tools, public transport use</a>
<b>Passenger kms</b>	Average trip length multiplied by total boardings per year. Results only reported for TAs with the presence of a notable public transport network.	Sourced from <a href="#">Waka Kotahi Data and Tools, public transport use</a>
<b>Service kms</b>	The distance travelled by buses, trains and ferries while in-service. Results only reported for TAs with the presence of a notable public transport network.	Sourced from <a href="#">Waka Kotahi Data and Tools, public transport use</a>

## RCA Peer Groupings

**This peer group includes Cities and Districts with a proportion of network equalling more than 90% urban:**

**Cities: Networks Less Than 90% Urban**

**Auckland Transport, Christchurch City Council, Invercargill City Council, Kapiti Coast District Council, Napier City Council, Nelson City Council, Palmerston North City Council, Porirua City Council, Upper Hutt City Council.**

**This peer group includes Cities and Districts, with a proportion of network equalling between 10% urban and 50% urban:**

**Buller District Council, Dunedin City Council, Gisborne District Council, Grey District Council, Hastings District Council, Hauraki District Council, Horowhenua District Council, Kalkoura District Council, Marlborough District Council, Masterton District Council, Matamata-Plako District Council, New Plymouth District Council, Otago District Council, Queenstown-Lakes District Council, Rotorua Lakes Council, South Waikato District Council, Tasman District Council, Taupo District Council, Thames-Coromandel District Council, Timaru District Council, Waimakariri District Council, Waipa District Council, Western Bay of Plenty District Council, Westland District Council, Whakatane District Council, Whanganui District Council, Whangarei District Council.**

**This peer group includes Districts with a proportion of ONRC classified network equalling 10% urban and below:**

Ashburton District Council, Carterton District Council, Central Hawke's Bay District Council, Central Otago District Council, Chatham Islands Council, Clutha District Council, DOC Roads, Far North District Council, Gore District Council, Hurunui District Council, Kaipara District Council, MacKenzie District Council, Manawatu District Council, Otorohanga District Council, Rangitikei District Council, Ruapehu District Council, Selwyn District Council, South Taranaki District Council, South Wairarapa District Council, Southland District Council, Stratford District Council, Tararua District Council, Waikato District Council, Waimate District Council, Waioira District Council, Waikato District Council, Wairarapa District Council.



**Acronyms/Glossary:**

AMP – Activity Management Plan

CI – Condition Index

FAR – Funding Assistance Rate

GDP – Gross Domestic Product

MBIE – Ministry of Business, Innovation and Employment

NAASRA – National Association of Australian State Roading Authority

ONRC – One Network Road Classification

PII – Pavement Integrity Index

RCA – Road Controlling Authority

REG – Road Efficiency Group

STE – Smooth Travel Exposure

TA – Territorial Authority

TIO – Transport Investment Online

VKT – Vehicle Kilometres Travelled

## **7.2 South Canterbury Waste Minimisation and Management Services Memorandum of Understanding**

**Author:** Ruth Clarke, Waste Minimisation Manager

**Authoriser:** Erik Barnes, Acting Group Manager Infrastructure

### **Recommendation**

1. That the Memorandum of Understanding is approved.

### **Purpose of Report**

- 1 The purpose of this report is to approve a Memorandum of Understanding with Waimate and MacKenzie District Council's relating to the processing and disposal of solid waste at the Redruth Resource Recovery Park.

### **Assessment of Significance**

- 2 This report is of medium significance as it involves agreement with Waimate District Council (WDC) and Mackenzie District Council (MDC) to use Timaru District Council facilities.

### **Background**

- 3 Waimate District Council and Mackenzie District Council have had access to the Timaru District Council-owned Redruth landfill for waste disposal since at least 2003/04 under a regional agreement.
- 4 With the joint procurement of the South Canterbury Waste Minimisation and Management Services contract, it was agreed to focus on using Timaru District Council facilities as a regional hub to achieve best benefit for all three councils with the likelihood of new infrastructure being provided by the tenderers.
- 5 The three facilities that may be used are the Redruth landfill, Timaru Eco Compost Facility and the Materials Recovery Facility.
- 6 A Memorandum of Understanding was drafted to formalise this agreement.

### **Discussion**

- 7 The joint procurement and regional use of facilities was proposed to continue to promote and develop wider efficiencies in shared services and so contractors could offer more effective services benefiting all three councils.
- 8 Mackenzie District Council does not currently send waste to the Redruth Landfill.
- 9 Waimate District Council and Mackenzie District Council use of the facilities is not obligatory; the use of the facilities is at their discretion subject to waste disposal sites being agreed with their contractor.
- 10 Waste acceptance criteria apply as outlined in our bylaws and waste acceptance criteria. Specifically, if Waimate District Council and Mackenzie District Council will need to separate

out their greenwaste to comply with our waste acceptance criteria or they will have to seek an alternative landfill.

- 11 The MoU and joint procurement process for new waste management services opens up new opportunities for the three districts to promote wider benefits to our communities in continuing to minimise waste.

### **Options and Preferred Option**

- 12 One option is to not sign the Memorandum of Understanding, noting this would be contrary to the existing agreement and use of the landfill by Waimate District Council.
- 13 The preferred option is to sign the Memorandum of Understanding approving regional use of the facilities.

### **Consultation**

- 14 Waste minimisation staff at MDC and WDC have briefed their senior leadership teams and councillors, particularly on the waste acceptance criteria implications outlined in paragraph 10.

### **Relevant Legislation, Council Policy and Plans**

- 15 Timaru District Council Bylaws Chapter 14: Waste Minimisation

### **Financial and Funding Implications**

- 16 The waste quantities to be received from MDC and WDC are of a minor nature and so impact on landfill life is limited.
- 17 MDC and WDC will pay the appropriate facility fees as a customer. Commercial rates apply as approved in TDC Annual Fees and Charges.
- 18 Any recyclable materials received at the Materials Recovery Facility will belong to the Timaru District Council waste services contractor, with any financial benefit from those materials accruing to that contractor and Timaru District Council as agreed.
- 19 Any compostable materials received at the Timaru Eco Compost Facility will belong to the Timaru District Council waste services contractor, with any financial benefit from compost sales accruing to that contractor and Timaru District Council as agreed.

### **Other Considerations**

- 20 The Memorandum of Understanding is attached.

### **Attachments**

1. **Memorandum of Understanding**

# Memorandum of Understanding

Relating to

## The processing and disposal of solid waste at The Redruth Resource Recovery Park

Timaru District Council

Mackenzie District Council

Waimate District Council

Date: 2020



## **This Memorandum of Understanding**

Is made the \_\_\_\_ day of \_\_\_\_\_ 2020

### **Between Timaru District Council**

A corporate body in terms of the Local Government Act 1974 and 2002  
("the TDC")

### **And Mackenzie District Council**

A corporate body in terms of the Local Government Act 1974 and 2002  
("the MDC")

### **And Waimate District Council**

A corporate body in terms of the Local Government Act 1974 and 2002  
("the WDC")

## **Background**

- a. The Parties enter into this Memorandum of Understanding (**MOU**) under the authority of the Local Government Act 2002 and the Waste Minimisation Act 2008 which provide each of them with the authority to operate waste collection and disposal activities and to undertake co-operative activities to achieve effective and efficient waste management and minimisation.
- b. TDC has agreed to authorise the processing and/or disposal of solid waste collected by MDC and WDC at its waste disposal and minimisation facilities located at the Redruth Resource Recovery Park (**RRRP**), including the Materials Recovery Facility, Eco-Compost Facility and Redruth Landfill.
- c. The Parties are entering this MOU to record their agreement in respect of the processing and/or disposal of solid waste at the RRRP.

## **It is agreed**

### **1. Interpretation**

**1.1** For the purpose of the interpretation or construction of this MOU and the Background recitals, unless the context permits otherwise or a contrary intention is expressed:

- a. **Banned material** means any of the items listed in the First Schedule of Chapter 14 of the Bylaw or as otherwise notified by TDC from time to time.



- b. **Bylaw** means the Timaru District Consolidated Bylaw 2018.
  - c. **Compostable material** means any of the items listed as “compostable materials” in the Third Schedule of Chapter 14 of the Bylaw or as otherwise notified by TDC from time to time.
  - d. **Prohibited material** means any items listed in the Second Schedule of Chapter 14 of the Bylaw or as otherwise notified by TDC from time to time.
  - e. **Recyclable material** means any of the items listed as “recyclable materials” in the Third Schedule of Chapter 14 of the Bylaw or as otherwise notified by TDC from time to time.
  - f. **Residual waste** means:
    - i. any of the items listed as “waste to landfill materials” in the Third Schedule of Chapter 14 of the Bylaw or as otherwise notified by TDC from time to time; and
    - ii. excludes any materials identified as either “banned materials” or “prohibited materials” in the Bylaw or as otherwise notified by TDC from time to time.
  - g. **Solid waste** means compostable material, recyclable material and/or residual waste.
  - h. **Waste acceptance criteria** means the criteria set out in the Third Schedule of the Bylaw or as otherwise notified by TDC from time to time.
  - i. **Writing** shall include words visibly represented or reproduced.
  - j. Word importing the masculine gender shall include the feminine or neuter gender.
  - k. Words importing the singular shall include the plural and vice versa.
  - l. Headings appear for convenience only and shall not affect the construction of this MOU.
  - m. References to clauses are references to clauses in this MOU and references to parties and the Schedules are references to the Parties and the Schedules in this MOU unless expressly stated otherwise.
  - n. Any reference in the MOU to any statute, bylaw or rules is deemed to include all amendments, revisions, substitutions or consolidations made from time to time to that statute, bylaw or rules.
  - o. Derivation of defined terms have similar meanings.
2. **Authority for solid waste processing and/or disposal**

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- 2.1 TDC authorises the processing and/or disposal of MDC's and WDC's solid waste at the RRRP on the terms and conditions of this MOU.
  - 2.2 TDC shall accept:
    - a. Recyclable materials for processing at the Materials Recovery Facility;
    - b. Compostable materials for processing at the Eco-Compost Facility; and
    - c. Residual waste for disposal at the Redruth Landfill.
  - 2.3 TDC shall also accept recycling or organic loads deemed to be excessively contaminated by the TDC's Waste Minimisation and Management Services contractor for disposal at the Redruth Landfill.
3. **Waste Acceptance Criteria**
    - 3.1 MDC and WDC shall use their reasonable endeavours to ensure solid waste that is collected and transported to the RRRP for processing and/or disposal in accordance with clause 2:
      - a. Is taken to the appropriate waste minimisation facility at the RRRP, as directed by clause 2.2;
      - b. Does not contain either banned or prohibited materials if destined for disposal at the landfill; and
      - c. Otherwise complies with TDC's waste acceptance criteria, the RRRP's Standard Operating Procedures, the conditions of any applicable Landfill Access Permit and/or the directions of the TDC's Waste Minimisation and Management Services contractor.
  4. **Fees and charges**
    - 4.1 MDC and WDC shall pay commercial rates for the processing and/or disposal of solid waste at the RRRP as set out in TDC's Annual Fees and Charges and published on its website from time to time.
    - 4.2 For loads deemed to be excessively contaminated by TDC's Waste Minimisation and Management Services contractor, MDC and WDC shall be invoiced for the costs of disposing of such loads at the Redruth Landfill. Handling fees may apply.
  5. **Termination**
    - 5.1 This MOU will become effective upon signing by the Parties.
    - 5.2 This MOU may be terminated by any or all Parties by giving a minimum of three months' notice in writing to the other Parties.
  6. **Dispute resolution**

6.1 The Parties acknowledge and declare the importance to each of them that any dispute or difference as to the meaning or application of any part of this MOU or any other matter touching or concerning this MOU should be avoided or minimised and that each party will actively, openly and in good faith discuss such dispute or difference with a view to a speedy resolution.

6.2 If the Parties fail to agree by direct negotiation or discussion within ten (10) days of the matter under dispute being brought to the attention to the other party by the initiating party then within a further two (2) working days, the Parties in dispute shall try to agree on a process for resolving the dispute.

6.3 If the Parties fail to agree on a dispute resolution process within the set or agreed timeframe, or fail to settle the dispute within a further ten (10) working days of undertaking the agreed dispute resolution process, then the matter shall be referred to arbitration in accordance with the Arbitration Act 1996 (or any Act passed in substitution thereof).

## 7. General

7.1 The Parties shall meet their own costs in entering into this MOU.

7.2 By mutual agreement the Parties may modify the terms of this MOU. Any modification must be made in writing and signed by all Parties and such modification shall become part of, and shall be attached to, this MOU.

7.3 For the avoidance of doubt, this MOU is not intended to impose any obligation on MDC or WDC to exclusively use the waste minimisation facilities at the RRRP for processing and/or disposal of solid waste.

## 8. Acceptance

8.1 The undersigned accept the terms and conditions of this MOU on behalf of their respective party.

Timaru District Council	Mackenzie District Council	Waimate District Council
Bede Carran Chief Executive	Suzette van Aswegen Chief Executive	Stuart Duncan Chief Executive
Date:	Date:	Date:



- 8      Consideration of Urgent Business Items**
- 9      Consideration of Minor Nature Matters**