

NOTICE IS HEREBY GIVEN THAT THE MONTHLY MEETING OF THE OPERATIONS COMMITTEE, WILL BE HELD IN THE COUNCIL CHAMBERS, 29 CIVIC AVENUE, GORE, ON TUESDAY 13 FEBRUARY 2007, AT 4:00 pm

**Steve Parry
CHIEF EXECUTIVE**

7 February 2007

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OPERATIONS COMMITTEE AGENDA

FEBRUARY 2007

1. OPERATIONS BULLETIN

The Operations Bulletin, containing reports from the Visitor Information Centre, District Arts and Heritage Curator, Deputy Librarian, Aquatic Services Manager, Parks and Recreation Manager, Roading Manager, Asset Manager, Utilities and the Animal Control Contractor, is enclosed with the agenda.

RECOMMENDATION

THAT the Operations Bulletin be received.

2. EMERGENCY POWER BACKUP GENERATOR

(Memo from General Manager, District Assets – 15.01.07)

The Gore District Council is a member of the Southland Civil Defence and Emergency Management Group or SCDEMG. The group is managed by the Co-ordinating Executive Group or CEG. Annually the CEG formulates a work plan of the key tasks necessary to progress the objectives of the SCDEMG and improve civil defence preparedness in Southland.

One of the key objectives for 2006/07 was to investigate emergency power systems so that the administration building of each Council was able to be operated throughout an emergency during a power outage. The objective for the 2007/08 year is to carry out the recommendations of the investigation.

I can report that both Southland District Council and Invercargill City Council are well advanced on this matter and are both installing generator units in the current financial year. Environment Southland already has a backup generator for its building.

A report was commissioned to investigate what generation would be required along with a cost estimate of carrying out the purchase and installation of a suitable generator for the main administration building in Gore. The report recommends that Council purchase a 125kVA capacity generator which would be capable of running all services in both the JC Wing and the main administration building. The only exclusion would be that the elevator lift would not be able to be operated.

This unit would have an automatic cutover switch which would mean that the generator would automatically start during a power failure. It would also share the diesel fuel tanks used for the heating system, therefore saving the cost of a new fuel tank.

A smaller generator could be purchased, however there would only be a relatively small cost saving for the purchase of the generator unit itself, other installation costs would remain at a similar level. A disadvantage of a smaller unit is that more complex switching is required to isolate some areas of the administration building from the backup generator to ensure that it could not be inadvertently overloaded.



Picture 1: An example of a suitable generator unit

The report estimates that the cost would be in the range of \$110,000 to \$125,000 as set out below:

Purchase of a new generator	\$35,000 - \$40,000
Construction of a building enclosure	\$15,000 - \$20,000
Changeover switch gear	\$15,000 - \$18,000
Insulation commissioning	\$15,000 - \$20,000
Contingency	\$10,000 - \$12,000
Professional fees to oversee installation	<u>\$8,000 - \$10,000</u>
TOTAL	\$110,000-\$125,000

Procurement and Installation

The expected maximum cost of the procurement and installation is \$125,000. Of this cost, \$14,000 is able to be covered by funds all ready set aside for the project in the 2006/07 financial year. This leaves up to \$111,000 to be funded. There are several ways this could be funded.

One way is by rating for a lump sum of \$111,000 (1.1% of rates) in the 2007/08 financial year. Alternatively, if this amount was funded over a ten year period and assuming an interest rate of 7%

then \$16,000 would be required annually for ten years to repay both interest and the principal.

Maintenance

A well maintained generator has a life of at least 20 years and possibly up to 40 years. Annual maintenance costs are low at about \$500. Every 5 to 10 years fluid hoses and seals need to be replaced to protect against generator failure. This cost is likely to be \$2,000 to \$3,000 a time. Fuel supply is able to be shared with the administration building heating unit.

Advantages of Backup Generator

Civil Defence: The backup generator means that the Council is able to provide a completely functional building for civil defence purposes even during a prolonged power failure. All of the electronic data and information would be available and able to be accessed either from the building or remotely.

IT: In addition to providing power for civil defence purposes, this setup would be welcomed by the IT department. This is because lengthy power cuts cause considerable disruption to IT services and power cuts can damage electronic gear including the phone system and computer hardware in some situations. The IT department is able to supply backup power to core services to prevent catastrophic failure for a period of fifteen minutes before disruption occurs.

JC Wing: The backup generation would mean that services would be able to be maintained to hirers during a power interruption. The JC Wing would also be able to provide recovery services during an emergency like an earthquake on the alpine fault which has affected power supply capability.

Administration: Any power cuts cause disruption to the services the Council is able to supply. Computers are not functional and electronic work can be lost up to the last backup point. An automated backup generator would mean that business would be able to continue as normal during a power outage with no disruption to ratepayer services.

Conclusion

A backup generator would meet the targets set by the CDEM group and ensure that the Council administration building is able to fully utilised during a power failure and a civil defence emergency. There are numerous other benefits including minimal disruption to IT services including protection of data being accessed or edited by staff, normal operation and services being maintained during a power failure and IT services being able to eliminate the risk of damage occurring to key hardware during power failures that are longer than 15 minutes.

RECOMMENDATION

THAT the Council approve the installation of an emergency generator for the administration building in the 2007/08 financial year,

AND THAT the Council give guidance on its preferred funding mechanism for the project.

3. GORE AND MATAURA OXIDATION POND UPGRADE PROJECTS

(Memo from General Manager, District Assets – 15.01.07)

This memo provides a brief update for the Gore oxidation pond Actiflo Treatment Plant and Mataura oxidation pond wetland projects. It is intended to continue to provide regular updates as these projects progress to keep the Council informed.

A project timeline has now been completed for both projects and a copy of the timetable is attached for the information of Councillors.

The programme outlines the key steps and dates that will enable these projects to be completed within the necessary timeframes. The new discharge consents require the Actiflo plant at the Gore oxidation ponds to be operational by 1 September 2008 and the Mataura wetland to be established and bedded in by 30 June 2009.

It is intended to undertake preliminary site investigation works at the Actiflo site in this financial year to ensure that there are no surprises that could complicate or delay the project programme submitted. There will be a minimal cost for this investigation as the Councils own works staff will be able to complete the majority of the investigation.

Both projects should be relatively straightforward and the Council will be updated again when there is more information to report.

RECOMMENDATION

THAT the information be received.

4. RISK ASSESSMENT – PUKERAU AND MANDEVILLE SEWAGE

(Memo from General Manager, District Assets – 15.01.07)

The Council has various responsibilities in respect of public health, under the Local Government Act (LGA) 2002. One of these responsibilities is to periodically assess the provision of water and sanitary services within the district. Accordingly, a Water and Sanitary Services Assessment (WSSA) was completed prior to 30 June 2005.

The WSSA identified that there were approximately 46 properties in Pukerau and approximately 30 residents and a restaurant/bar in Mandeville using septic tanks to treat sewage. The treated wastewater is discharged into ground via individually piped distribution fields. The WSSA recommended a risk assessment was undertaken for these townships to establish if there was any effect on the environment or to public health as a result of the onsite treatment systems. A study was subsequently carried out in each township¹.

The conclusions of both reports stated that the existing systems were adequate and were not causing a significant impact on the environment or causing a risk to public health. However, the reports noted that regular maintenance of septic tanks was potentially an issue and it recommended that the Council promote good management techniques.

It was noted that most septic tanks were reasonably old and did not have septic tank outlet filters which are included on most modern septic tanks. There were a number of minor issues noted in Pukerau in relation to the on-site system to some tanks. It was noted that in Mandeville, potential development could be limited by the lack of a community scheme, however at this stage it appeared that developments were able to cope with sewage disposal adequately.

Therefore, it appears that both townships are adequately serviced by the septic tank network and there is no call to establish community sewage treatment and disposal schemes at this time.

RECOMMENDATION
THAT the information be received.

¹ Copies of both reports can be provided upon request.

5. SOUTHERN RURAL FIRE AUTHORITY - 2005/2006 ANNUAL REPORT

(Memo from Roothing Manager – 04.02.07)

A copy of the Southern Rural Fire Authority (SRFA) 2005/2006 Annual Report is attached.

The report provides an overview of the various activities that the SRFA has been involved with over the past financial year. The Gore District Council is partner in the SRFA and is represented on its board by the Roothing Manager. An annual grant of \$35,000 is made by the Council to the SRFA, as its share of the cost of providing the rural fire service in the region.

RECOMMENDATION

THAT the report be received.

6. LAND TRANSPORT NZ – 2007/2008 FINANCIAL ASSISTANCE RATE

(Memo from Roading Manager – 04.02.07)

Attached is a copy of a letter from Land Transport NZ advising the financial assistance rate (FAR) which will apply to Gore District roading during the 2007/2008 financial year.

Although the formula used to calculate the FAR indicated that a reduction from the current rate of 56% to 55% should occur fortunately LTNZ has advised that the current rate will remain unchanged for 2007/2008. This is good news for the District as the reduced rate if applied would have increased the amount to be funded locally by ratepayers by approximately \$32,000.

RECOMMENDATION

THAT the information be received.