

**KAIKŌURA DISTRICT COUNCIL
WORKS AND SERVICES COMMITTEE MEETING**

Date:	22 February 2023
Time	9.30am
Location	Totara, Council Chambers

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes to be confirmed & review of actions list: N/A First Meeting of Triennial
4. Matters of Importance to be raised as Urgent Business -
5. Works and Services Monthly BAU Report page 2

Report to:	Works and Services Committee
Date:	22 February 2023
Subject:	Works and Services BAU Report
Prepared by:	D Clibbery - Senior Manager Operations
Input sought from:	M Russell – Works Manager B Apperley - Three Waters Engineer
Authorised by:	W Doughty – Chief Executive Officer

1. PURPOSE AND ORIGIN

This report provides an overview and status update on works and services activities

Works and services include:

- Maintenance and operation of the local roading and footpath network and associated infrastructure (bridges, signs, street lights, road marking, barriers etc)
- Maintenance and operation of 3 waters networks and schemes
- Operation of waste collection, recycling and other minimisation and residual waste disposal
- Maintenance of reserves, parks and toilets
- Maintenance of community facilities
- Maintenance of airport and harbour infrastructure.

2. RECOMMENDATIONS

That the Committee receives this report for information.

3. GENERAL

This report relates to the months of November and December 2022 and January 2023.

This has been a particularly challenging period for Council Works and Services staff as they have attempted to cover vacant positions or staff absences in both their own team and the Building Control and Regulatory teams.

Everybody in the team has risen to the challenge and shown willingness to undertake duties outside of their normal roles, and whilst some tasks have had to be delayed or deferred core services have been maintained and indeed some positive progress has been made in more orderly delivery and recording of responses to practical service issues.

This is reflected in a diminished number of 'live' Works and Services requests in Council's Customer Service Request system. As at 14 February there were only 24 such 'live' requests in the system, and of these 10 contained information that indicated the matter in question had been dealt with, even though the request had not been formally closed. The list of 'live' CSRs at this date is presented on the following page.

These are much lower numbers than has often been the case in the past.

It is expected that performance in this respect will further improve when Council's new Roading Engineer, James Prentice, commences work on 21 February.

CSR ID	STATUS	TYPE/SUBTYPE	DETAILS	REFERRED TO	ACTIONS
4294	SCHEDULED	Roads \ Vegetation	5/11 027 693 8269- Diama wants to change the grass verge outside her house and plant it instead.	M. Millar	James - new target date 20/3/23
4419	SCHEDULED	Water \ Water Leak	7/1 Gary called. His toby is leaking at the front of his property. Please investigate - thanks Jo	B. Apperley	Change target date 28/2 - Bruce to confirm
4420	SCHEDULED	Water \ Water Connection Issue or Enquiry	7/10 Brian would like to check that the above property is still getting 2 units from the Kincaid	B. Apperley	Closed - sent to Rates
4487	RECEIVED	Toilets \ Maintenance/Safety Improvement-Toilets	13/4 South Bay reserve Ladies 2nd toilet has a water leak - either behind the toilet or distern -	MikeRussell	Change target to 31/3 - part of the wall needs to be removed - plan in progress.
4488	RECEIVED	Toilets \ Maintenance/Safety Improvement-Toilets	13/4 The urinal at the West End carpark is still leaking water....please check it out	MikeRussell	Closed repaired
4474	RECEIVED	Reserves \ Reserves - miscellaneous	4/7 Called to complain about the noxious weeds in the Reserve next to his house (KDC land) -	MikeRussell	Sprayed - Closed
4312	RECEIVED	Roads \ Pothole/Poor Road Surface	5/2 Could you please take a look at the road reserve leading onto 53 Avoca St. Huge depression,	B. Apperley	Inspected - Close
4346	SCHEDULED	Roads \ Road Flooding / Drains Blocked	5/7 Attention Mark: Further to your conversation with Paul about the drainage issue at 39 Avoca	B. Apperley	Bruce to contact owner - no funding at present. Change date to 28/2
4376	RECEIVED	Stormwater \ Flooding onto Road or Footpath	8/1 Rebecca phoned to say that the stormwater drain outside her property has had water coming	B. Apperley	Checked onsite. Ground water seepage. Bruce to call landowner. 28/2
4492	SCHEDULED	Water \ Water Connection Issue or Enquiry	7/10 Complaint about neighbour removing flow restrictor. Bruce to contact offender	B. Apperley	Have tried to contact - shift date to 28/2
4498	RECEIVED	Water \ Water Connection Issue or Enquiry	7/10 Email from Brian received on the 7/02/2023 -	B. Apperley	Closed - sent to Rates
4501	SCHEDULED	Water \ Water Leak	7/1 Steve wanted to report that the toby box aside 219B Beach is leaking. Can this please be	B. Apperley	Bruce to check IWK - change to 17/2/23
4504	SCHEDULED	Water \ Low Water Pressure	7/3 called to let us know that the toby shut off valve is broken at 11 Austin street	B. Apperley	Bruce to check IWK - change to 17/2/23
4484	SCHEDULED	Toilets \ Maintenance/Safety Improvement-Toilets	13/4 The men's urinals at West End toilet is continuously running and overflowing	MikeRussell	Closed fixed
4476	SCHEDULED	Roads \ Vegetation	5/11 called to let us know that there is flaxbushes opposite 135 Scarborough Street encroaching	M.Way	Closed - to be removed mid March planned with Downers
4496	SCHEDULED	Reserves \ Trees Need Pruning	4/3 Mark came in to counter to advised that the bushes are really over grown on the walkway	MikeRussell	Completed Close
4477	SCHEDULED	Footpaths \ Maintenance/Safety Improvement-Footpaths	15/3 Kia Ora, as a local Kaikoura ratepayer I would really like to see the weeds controlled and	B. Apperley	Close email sent
4425	SCHEDULED	Roads \ Roading Sign/Marking/Maintenance	5/8 Lynley called in to ask if a give way sign can please be put at the corner of austin street and	M. Millar	To be assigned to James
4418	SCHEDULED	Reserves \ Trees Need Pruning	4/3 Jack came in to discuss the tree on the corner of Kotare Place and Takahae Drive. He thinks it	MikeRussell	Mike to investigate
4059	SCHEDULED	Roads \ Vegetation	5/11 Diane has called advising there is a dead tree overhanging Parson Road (possibly belonging	M. Millar	To be assigned to James
4509	SCHEDULED	Roads \ Poor Service - Roading	5/4 Member of public reported that road markings where there were previously carparks at the	M.Way	Inspected and closed.
4426	RECEIVED	Roads \ Maintenance Improvement Roads	5/5 Diane came to reception to chat about the works being undertaken on ward street/ cromer	B. Apperley	Bruce to ring - change date to 17/2
4287	SCHEDULED	Streetsights \ Feedback/Suggested Improve-Streetsights	14/2 Iohanna called in to advise the streetlight outside her property shines into the bedroom and	M. Millar	To be assigned to James
4292	SCHEDULED	Roads \ Road Flooding / Drains Blocked	5/7 Murray rang to say there is flooding from the road onto his property at 5 Kekerengu when it	M. Millar	To be assigned to James

During the period of this report extensive work has been undertaken to revalue Council's 3 waters and roading assets. Such revaluations are typically only undertaken at intervals of 3 years to match Long Term Plan Cycles, but because of recent high levels of inflation the Office of the Auditor General asked councils to conduct an additional review of these values.

The result of these revaluations (which were required to be reviewed by consultants, who recommended much higher asset replacement costs than had previously been assumed) were very large increases in the assessed values of KDC's roading and 3 waters assets, with the total replacement value for the former increasing by 44% to \$196 million and the later almost exactly doubling to \$113 million.

Such extremely large increases do appear somewhat odd given that the same consultancy peer reviewed and approved Council's previous much lower valuations 2 years ago.

In the short term these increased valuations will have little immediate effect on KDC since we do not fund the depreciation of these assets. If the much higher asset replacement costs suggested by the consultant are correct this would however clearly have a substantial financial impact on KDC when replacements are actually required in the future.

4. ROADING

Road Maintenance Contract

Because of relatively high levels of activity and expenditure during the early part of this financial year, since December maintenance works have largely been restricted to essential routine activities to limit over-expenditures against budget.

The main work activities undertaken in November, December and January were:

- Flood repairs – Waipapa Road
- Pavement repairs – Edmond Ave
- Shoulder works and chip sealing – Bay Paddock Road
- Drainage – Kekerengu and northern areas
- Grading rounds – most areas
- Vegetation control

A very localised but extremely intense rainfall event on 28 January caused some damage to Puhi Puhi Road and at the time of writing this report Cyclone Gabrielle has had some further (though limited) adverse effect on our roads, and there is still potential for some further such effects from weather at the tail-end of this.

This recent wet weather has highlighted the risks associated with two issues:

1. Buildup of gravel under the Linton Bridge on the Inland road, which has now again reduced clearance under the bridge to a degree that creates a significant likelihood of water flowing over the bridge deck in a severe storm, despite other recent work that has been conducted to remove some of this gravel around the bridge.

Because of the large volumes of mobile gravel that are potentially encountered here there does not appear to be a simple and completely satisfactory solution to this issue.



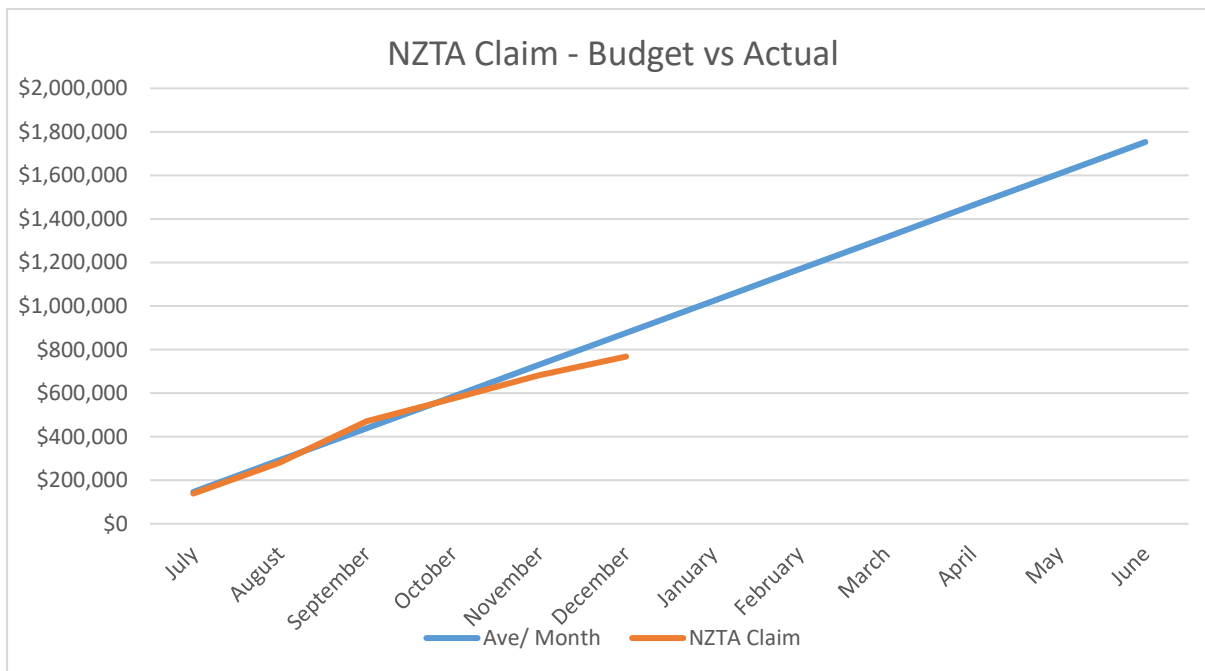
2. Large slip under Puhi Puhi Road near to the start of the road. River works and bank protection appear necessary to reduce potential for further growth of the slip that could result in the loss of the road.

Resealing Works

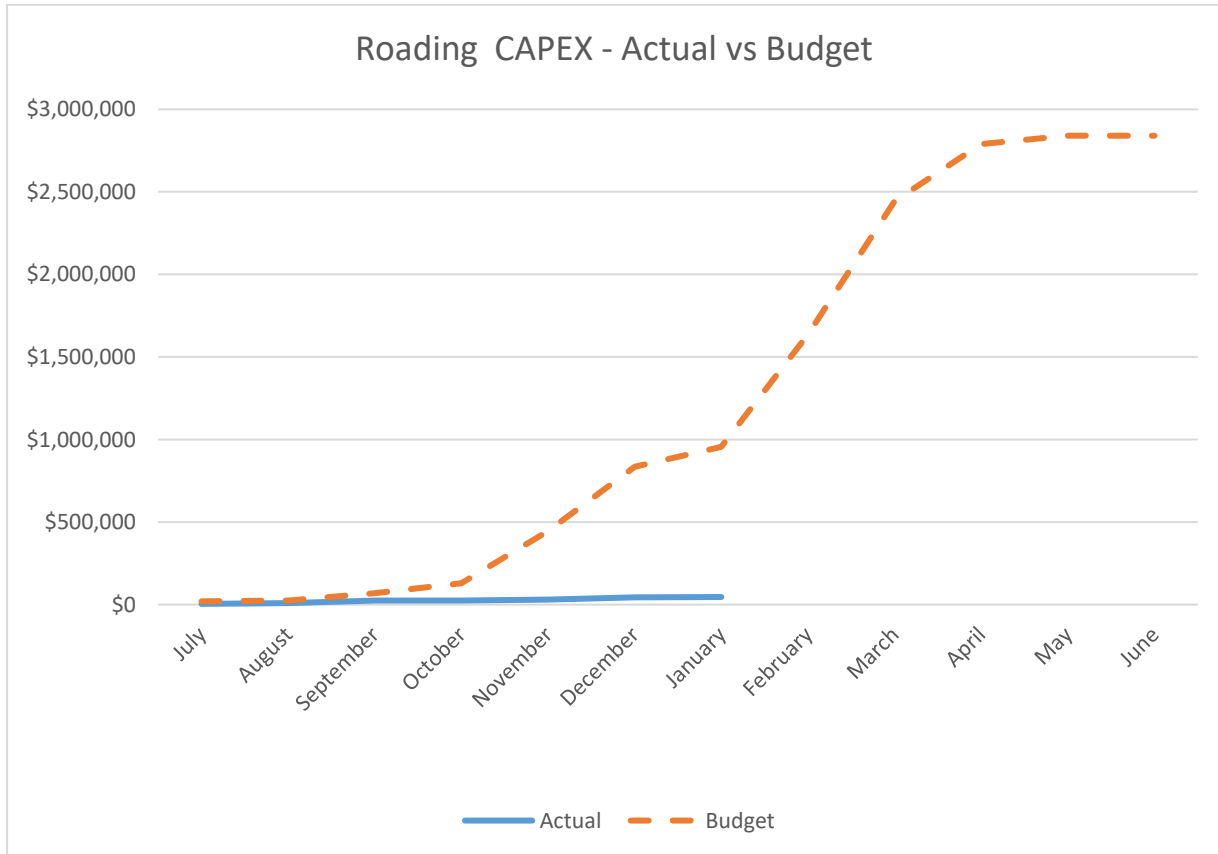
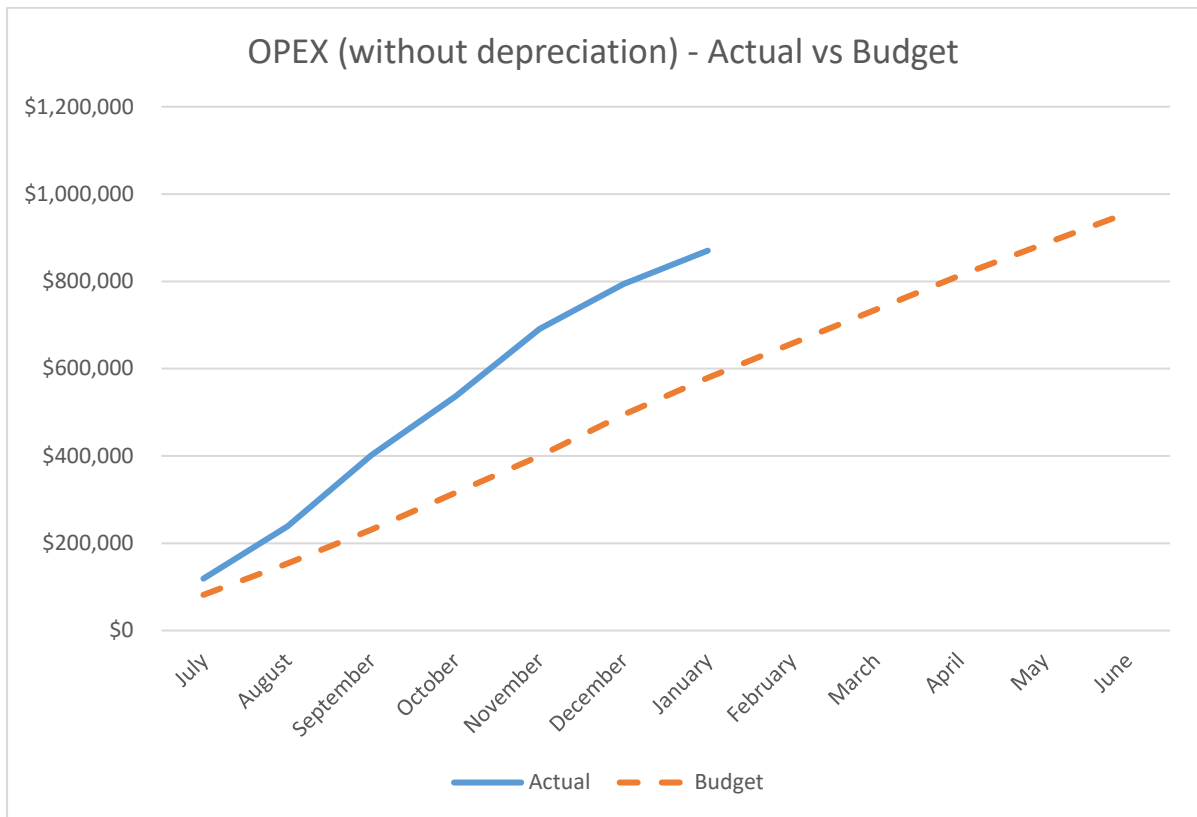
10.1km of roads have been resealed in February as planned under the contract awarded to HEB. The quality of the work appears to be very good and the general condition of the District’s roads is now significantly improved to what existed in the recent past.

Expenditure

The NZTA claims for November and December were \$107,947 and \$85,159 respectively, both of which were lower than the average budgeted monthly amount of \$146,117. The work done was almost entirely OPEX, with a CAPEX spends of only \$6,524 and \$11,699 respectively. The graph below shows the cumulative year to date NZTA claim against budget.



This form of overall expenditure, with relatively small variances from budget is however the product of two opposing variances in OPEX and CAPEX as shown below.



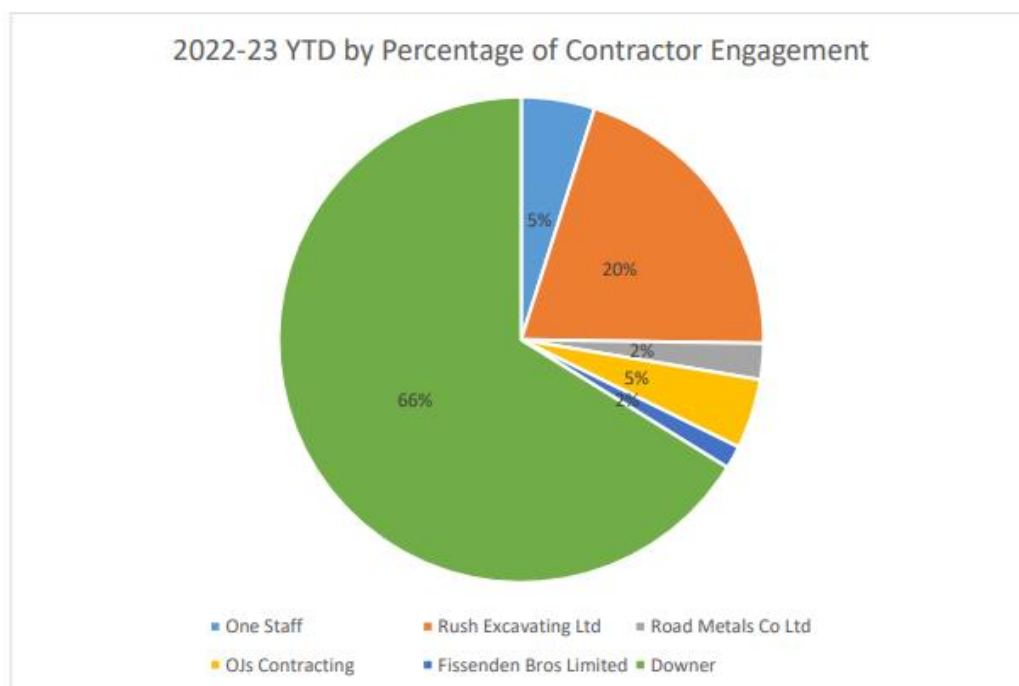
Whilst attempts are now being made to restrict OPEX to compensate for elevated expenditures in the first four months of the year it will be unavoidable that year end OPEX exceeds budget and with substantial CAPEX expenditure now commenced with the completion of the annual reseal program, the likelihood is that overall combined OPEX and CAPEX expenditures at year end will also be over budget.

A breakdown of OPEX expenditure to 31 December is presented below.

	December Activity		Year To Date			Full Year			
	Actuals	Budget	Actuals	Budget	Variance	Committed	Act + Com	Budget	Variance
Operating Cash Flow									
Net Cost of Service									
Operating Costs									
Administration and office expenses	29		467		467	144	611		
Maintenance and operating expenses	102,598	94,941	795,396	496,946	298,450	22,731	818,127	961,060	85%
3438_Costs to be Recovered			1,743		1,743	2,500	4,243		
3482_Minor Events 140	570	6,075	47,434	36,450	10,984		47,434	72,900	65%
3600_Level Crossing Warning Devices		512	1,076	3,072	(1,996)	1,301	2,377	6,144	39%
3601_Sealed Pavement Mtce 111	14,825	18,900	219,584	81,900	137,684		219,584	151,200	145%
3602_Unsealed Pavement Mtce 112	5,235	14,400	77,767	86,400	(8,633)		77,767	172,800	45%
3603_Routine Drainage Mtce 113	43,331	6,300	129,040	37,800	91,240	800	129,840	75,600	172%
3604_Structures Maintenance 114	4,470	4,266	30,409	25,600	4,809		30,409	51,200	59%
3605_Environmental Maintenance 121	15,607	11,700	125,344	70,200	55,144	450	125,794	140,400	90%
3606_Traffic Services Mtce 122	5,507	11,700	32,291	70,200	(37,909)		32,291	140,400	23%
3609_Network & Asset Management 151	13,053	10,506	87,903	73,036	14,867		87,903	136,080	65%
3611_Cycle Path Maintenance		342		2,048	(2,048)			4,096	0%
3612_Land Transport Safety projects		10,240	9,000	10,240	(1,240)		9,000	10,240	88%
3617_Southern Access Route			33,804		33,804	17,680	51,484		
Operating Costs Total	102,626	94,941	795,863	496,946	298,917	22,874	818,738	961,060	

As has been observed previously, whilst some of this higher level of OPEX spending can be attributed to unforeseen events the large current OPEX variance does highlight the need for improved planning in the setting and phasing of roading budgets.

Allocation of contractor engagement for the financial year to date is shown in the following chart.



Focus Areas for the next 3 months:

- Sign renewal and replacements
- Pavement repairs – Yarmouth and Killarney Streets
- Unsealed road metalling (northern roads)
- Area wide pavement treatment for Ludstone Road
- Continuing grading and vegetation control

Mt Fyffe Drain

The open drain along Mt Fyffe Road is undermining the road. ECan, as the managers of this drain intend to undertake remedial works at the end of February.

Metalling of Unsealed Roads

Recent observations have indicated that a number of unsealed roads are in urgent need of substantial metal replenishment.

Whilst some roads may appear to be in relatively good condition following grading rounds, in many cases the pavement has little substance and the material being graded is little more than dust, and as such are not able to stand up well to use.

A number of roads in the west and north of the district have been identified as priority targets for bulk metalling, but initial cost estimates that have been presented by Council's maintenance contractor are considered to be unacceptably high because a very substantial portion of the overall cost of the work (in one case around 85% of it) is for the cost of transporting the metal from a remote source rather than for the production of the metal itself.

Council staff are therefore exploring the potential for producing the required metal from other sources that are closer to the roads that require it.

Footpath Improvement Working Group

This newly formed group had its first two meetings in January. The first meeting focussed on considering the fundamental objectives that should be targeted, and the second meeting considered how these objectives might be reflected in a prioritised programme of works.

The forthcoming third meeting will attempt to refine a draft prioritised work programme and make decisions on which sections of path should be improved during the remainder of the current financial year.

Health & Safety

There were no reported health and safety issues this period.

Environmental

There were no environmental incidents reported during this period.

Roading Data Management

The recent roading revaluation has highlighted concerns regarding the quality of information held in KDC's RAMM database, on which strategic plans for maintenance of the network should be based. Work to improve the quality of this data is required, and Council's incoming new Roothing Engineer is expected to have the skills needed to oversee this.

Clarence Valley Access Project

Detailed responses have been provided to a number of issues raised by ECan in a request for information relating to KDC application for resource consents for the project.

Work is also underway to make arrangements for the procurement of the large rocks and land areas required for the project.

The three shortlisted contractors for bridge construction continue to work on preparation of their proposals.

A current target is for commencement of physical construction works in October of this year, but this remains a complex and challenging project and there remain a number of uncertainties that have to be resolved before that can occur.

Infrastructure Acceleration Fund Project

The design for the cycleway and shared used path is nearing completion and it is intended to invite tenders for a first section of these works in March.

The awarding of the works will however be dependent on the outcome of the consenting process for the Vicarage Views subdivision, application for which has been lodged by the developer.

The proposed alignments for the shared user path and cycleway are separate from the road, and as such the area wide pavement treatments of Ludstone Road can now proceed independently.

5. THREE WATERS

Economic Stimulus Programme

This was closed out and KDC has received the last 5% (\$94,000) of the \$1.88M Government grant.

3 Waters Regulator

Draft source risk management plans and drinking water safety plans were lodged by the 15 November due date for all supplies except the airport. That supply is so small that a DWSP is not yet required.

Food and Health Services (2006) Ltd and KDC staff completed development of a revised sampling and monitoring plan to comply with Taumata Arowai requirements. Initial indications are that the previous annual cost will approximately double. Hurunui DC has also found the same effect.

Water Quality and Quantity

There has been relatively little of note regarding water quality and quantity issues during the period covered by this report. The water supplies are generally operating well and the water regulator, Taumata Arowai, has been provided with the higher level of reporting on these matters that it now requires.

The most significant supply issue during this period has been extended rainfall from Cyclone Gabrielle and associated increased water turbidity in the Waimangarara Stream which at the time of preparing this report had the potential to result in a long shutdown of the Kincaid water scheme.

The Kincaid water supply had been off-line for much of the period since 9 February, initially because of the need to conduct works at the intake in response to a previous rainfall event, and then because of a need to shut down in response to rainfall associated with the cyclone, which had been more intense at higher levels.

At the time of preparing this report it appeared likely that it would take until 21 or 22 February until the stream was running clear enough for water to be supplied at levels of turbidity that will comply with the drinking water standards, and many properties would have run out of water by then. There

has accordingly been discussion of the potential to bring the supply back on line before that, under a boil water notice. Guidance is however being sought from Taumata Arowai regarding how quickly we might then be able to lift such a notice.

Surveys of supply restrictors are being conducted on all the 'trickle feed' rural supplies, with the Kincaid scheme being the first scheme on which such a survey has been completed, with Fernleigh expected to be completed shortly. The Kincaid survey has indicated some variance between observed restrictors and council records, and corrections will need to be made.

E. Coli were not detected in any treated water samples during the reporting period.

Wastewater

There were no issues of particular note in respect of wastewater during the reporting period.

Stormwater

There were no urban stormwater issues during the reporting period.

Focus areas for next three months

- Lifting the boil water notice for East Coast
- Continued involvement with National Transition Unit (NTU) for three waters reform
- Obtaining reliable information against which Key Performance Indicators can be assessed
- Completion of flow restrictor survey and updating of associated rating records

6. PARKS, RESERVES AND PROPERTIES

Parks and Reserves

The Christmas period has been a busy time for the Council maintenance staff and reserves contractor. The amount of mowing has increased considerably this year with plenty of rain and warmer days. A lot of work was completed on the walking tracks and Playgrounds prior to the holiday period. Areas of focus included the South Bay harbour, West End area and the Esplanade.

The large number of campers overnighing in the district has placed a lot of pressure on our toilet facilities and parking areas. A number of these were stopping overnight only and were mainly in the Westend Carpark.

As part of the Link Pathway program, a contractor has been engaged to work on Dempseys Track. This is being done in conjunction with Council staff and Mayoral Task Force. Work to date has been cleaning up the sides of the track and removal of overgrowth. Several steps will be replaced, with new ones added where necessary. The old drains down the sides on the track have been cleared and new drainage pipes will be put in place.

Council Buildings and Facilities

The renovation of Pensioner unit 7 has been completed. Quotes for the sealing of the carparking and common areas are being sourced from a local contractor.

The South Bay Marina toilets have had some of the internal walls painted and some minor repairs completed. Wakatu Quay wharf has had some of the broken timber removed from the steps, to make it safer for Cruise Ship tenders to come in. The tenders have landed on the North side of the peninsula, twice so far this season. More work on the wharf and steps will be required before the next cruise season.

Airfield audits have continued over the Christmas period with only minor issues identified. User meetings will be arranged over the coming weeks.

Staff on call over Christmas had only minor issues to deal with. Main problems were with the illegal dumping and minor vandalism around the district.

Staff are engaging with suppliers of modular toilet facilities to explore options for the replacement of the West End public toilets, a new public toilet in Churchill Park and the extension of the Mill Road toilet.

Link Pathway Stage 1:

Work is starting in the Memorial Gardens with the dead Norfolk Pine being removed in the last week of February, as well as dealing with the minor drainage issue with some of the paths closest to the sea.

The plan is to also remove more of the hedging between the gardens and the skate park in order to expose the original retaining wall. This will be repaired where necessary and will form the seaward edge of the pathway.

Site meetings have been held with several interested Contractors and Builders to give an overview of the works required. We are currently working on the finer details and profile drawings of the stage one areas. Work has continued gathering information for the consents for stage 2 including a meeting with Heritage New Zealand regarding concept design for the Pathway between the old wharf and Point Kean.

7. SOLID WASTE

Business as Usual

Services are operating well. There have been few further issues of overflowing street litter bins following installation an additional bin in the West End, and it is intended to install one of Council's new large capacity bin units at the Whale Watch carpark to prevent reoccurrence of issues there.

Refuse is continuing to be transported to Kate Valley in open skips until the compacter becomes functional. Information initially provided by IWK had indicated that whilst there was an additional cost associated with this, user pays fees were sufficient to cover that excess, but recently IWK has advised that it has re-assessed this and now believes that there is a shortfall in cost that they should be compensated for.

At this stage KDC staff have not seen the information on which this revised view is based, and as such we are not in a position to judge its validity.

Resource Recovery Centre Reconfiguration

Following the long delayed receipt of the engineer design for the required transfer station retaining walls, construction of these walls using gabion baskets commenced in late November 2022.

The contractor did however have a very long holiday break that extended until the third week of January, and the work to fill the baskets has proved to be very labour intensive, and as a result progress has been slow, with the refuse transfer wall only a little over half complete at the time of writing this report.

At this point it does however now become practical to also commence construction of the large concrete slab below the wall on which the compactor will rest.

Based on progress to date it is currently expected that the refuse transfer facility will be fully operational by mid May. There are however some other elements of the site reconfiguration – in particular the construction of the new re-use shop – which appear unlikely to be complete by such a date, and an interim arrangement therefore be required.

A similar situation may also exist in regard of the equipment required to move the refuse capsules, since at this stage there continues to be discussion between IWK and KDC in respect of what type of equipment would be most appropriate.

A specialist consultant has been engaged to prepare a final closure plan for the landfill, as required by ECan, and it is expected that the consultant will commence work on this in March. Initial discussion with this consultant has suggested that this should be a relatively simple exercise because of the small size and configuration of the site.

8. COMMUNITY OUTCOMES SUPPORTED



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



Environment

We value and protect our environment



Future

We work with our community and our partners to create a better place for future generations