

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON
WEDNESDAY 25 SEPTEMBER 2024 AT 9.08 AM AT TOTARA, COUNCIL
CHAMBERS, 96 WEST END, KAIKOURA**

PRESENT: Councillor K Heays (Chair), Mayor C Mackle, Councillor V Gulleford, Councillor T Blunt, Councillor J Diver

IN ATTENDANCE: W Doughty (Chief Executive Officer), P Kearney (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), B Makin (Executive Officer-Minutes)

KARAKIA

1. APOLOGIES

Apologies were received from Councillor R Roche and an apology for lateness was received for Councillor L Bond.

Moved: Councillor T Blunt
Seconded: Mayor C Mackle

CARRIED UNANIMOUSLY

2. DECLARATIONS OF INTEREST Nil

3. CONFIRMATION OF MINUTES

3.1 Works & Services Committee meeting minutes dated 28 August 2024

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 28 August 2024*

Moved: Councillor K Heays
Seconded: Councillor V Gulleford

CARRIED UNANIMOUSLY

4. REVIEW OF ACTION LIST

The Action List was reviewed by the Committee and noted:

- Whitby Place/Churchill Street footpaths lifting/not level – Council staff advised that the majority of the pathway was completed with spare asphalt from the Kilarney Street works but confirmed the final quality is below standard. The contractor will undertake spot repairs on the worst sections and credit back the costs for the original work. It would be too costly to rip up the pavement and start again.
 - Confirm where the gravel is being sourced from by the roading contractor – This is sourced from the Kowhai Road and Waimangarara River.
 - Scout Projects – Councillor T Blunt will liaise with M Russell on what is being organised by the Council.
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5. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS Nil

6. WORKS AND SERVICES MONTHLY BUSINESS AS USUAL (BAU) REPORT

Councillor K Heays invited elected members to join him on the site visits next month with O Joensuu and B Apperley, Monday before the Council meeting at 1pm.

Councillor Diver questioned if we have an unsealed road sealing strategy. O Joensuu explained that the Infrastructure Strategy /budgets do not include work to seal any unsealed roads and there is no subsidy and funding in from NZTA in the next 3year NLTP for sealing unsealed roads. The focus in the infrastructure strategy has been to prioritise the reseal work required for existing sealed roads. This maybe something to consider in the next LTP.

B Apperley explained the Environment Canterbury abatement notices and tabled a presentation at the meeting on the Wastewater Treatment Plant, or note:

- Discharge from the wastewater treatment plant is naturally filtered through the sand exits under the beach. Little electricity is used as sunlight acts as a natural filtration.
- The lagoon did not have consent to discharge the sludge onto the site therefore this is discharged into the oxidation points. Council staff are in the process of getting consents with Environment Canterbury.
- Council is on track to lodge new consents by the end of the year and is working well with Environment Canterbury.

Council staff will clarify the timetable for the decking on South Bay jetty (**ACTION**).

RESOLUTION

That the Committee receives this report for information.

Moved: Deputy Mayor J Howden
Seconded: Councillor T Blunt Tony

CARRIED UNANIMOUSLY

7. CLOSE OF MEETING

There being no further business, the meeting closed at 9.38 am.

CONFIRMED _____ Chairperson

Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 1 OCTOBER 2024**

OPEN ACTION ITEMS

| | ACTION ITEM | ASSIGNED TO | DUE | STATUS |
|---|---|---|--------------|--|
| 1 | Provide chlorine sample results | D Clibbery/ Councillor J Diver | Ongoing | Councillor J Diver and D Clibbery to discuss. |
| 2 | Put programme together of 4-5 projects for Scouts visit for easter 2025 | W Doughty/ D Clibbery/ Councillor T Blunt | Easter 2025 | M Russell looking at opportunities. Councillor T Blunt to liaise with M Russell. |
| 3 | Clarify the timetable for the decking on South Bay jetty | M Russell | October 2024 | |

CLOSED ITEMS

| | ACTION ITEM | ASSIGNED TO | DUE | STATUS |
|--|--|--------------------|----------------|----------------------------------|
| | Whitby Place/Churchill Street footpaths lifting/not level | O Joensuu | September 2024 | Update to be provided at meeting |
| | Confirm where the gravel is being sourced from by the roading contractor | O Joensuu | September 2024 | Update to be provided at meeting |