

KAIKŌURA DISTRICT COUNCIL WORKS AND SERVICES COMMITTEE MEETING

Date:	26 June 2024
Time	9.30 am
Location	Totara, Council Chambers

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes to be confirmed dated 29 May 2024 page 2
4. Review of Action List page 4
5. Matters of Importance to be raised as Urgent Business -
6. Works and Services Monthly BAU Report page 5
7. Close Meeting

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON
WEDNESDAY 29 MAY 2024 AT 10.00 AM AT TOTARA, COUNCIL CHAMBERS, 96
WEST END, KAIKOURA**

PRESENT: Councillor K Heays (Chair), Mayor C Mackle, Deputy Mayor J Howden, Councillor V Gulleford, Councillor T Blunt, Councillor J Diver, Councillor L Bond and Councillor R Roche.

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

1. APOLOGIES Nil

2. DECLARATIONS OF INTEREST Nil

3. CONFIRMATION OF MINUTES

3.1 Works & Services Committee meeting minutes dated 24 April 2024

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 24 April 2024.*

Moved: Deputy Mayor J Howden

Seconded: Mayor C Mackle

CARRIED UNANIMOUSLY

4. REVIEW OF ACTION LIST

The Action List was reviewed by the Committee and the following updates noted:

- Item 1 – Chlorine sample results – Councillor J Diver and D Clibbery to discuss.
- Item 2 – Site Visits - To be removed. Councillor K Heays and D Clibbery will arrange quarterly site visits.
- Item 3 – Mt Fyffe sealing – To be closed off. An agreement was in place for the second stage of the subdivision and this did not progress.
- Item 4 – Scout visit – M Russell looking at opportunities.
- Item 5 – Signage at slipways - Completed. Signs have been ordered for each slipway.

5. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS Nil

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

D Clibbery and O Joensuu joined the table. They highlighted a new item included in the report regarding the Jordan Stream Bridge on pages 9-10 of the Agenda. It was clarified that the bridge could not easily be refurbished or reinforced as a structural engineer and resource consents are required. The bridge is on road reserve and falls under Council to maintain and provide safe reliable access for residents. Officers are currently considering options. It was noted that although the historic bridge was weight restricted indications are that it was still being inappropriately used by heavy vehicles.

The plan for the shared use path for Ludstone road on page 15 of the Agenda was presented to the Kaikōura Bowling Club and there has been no major changes to the original plan. Main Power had plans to upgrade their network and Council staff aligned the IAF project work as a cost saving for both parties and to ensure work was only done once. Main Power are contributing towards the reinstatement of the road.

RESOLUTION

That the Committee receives this report for information.

Moved: Councillor T Blunt
Seconded: Councillor R Roche

CARRIED UNANIMOUSLY

7. CLOSE OF MEETING

There being no further business, the meeting closed at 10.17am.

CONFIRMED _____ Chairperson
Date

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 20 JUNE 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	Easter 2025	M Russell looking at opportunities.

CLOSED ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Confirm with Matt if metaling on top of Mt Fyffe Road was part of the conditions	D Clibbery	28 May	CLOSED – An agreement was in place for the second stage of the development and this did not progress.
	Improve signage at slipways – children in vehicles not allowed /other hazards	M Russell	Asap	CLOSED - Signs have been ordered for each slipway.

Report to:	Works and Services Committee
Date:	26 June 2024
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 J Prentice – Roding Engineer M Way – Works & Services Administrator O Joensuu – Technical Services Manager
Authorised by:	W Doughty – Chief Executive Officer

1. PURPOSE AND ORIGIN

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

2. RECOMMENDATION

It is recommended that the Council receives this report for information.

3. GENERAL

Recorded customer service requests and applications for the last month are shown in the tables below. As of 16th June, 14 of these requests remained live for further action. The two urgent requests had been completed and closed at the time of preparing this report.

Period 21 May to 16 June 2024			Currently Open
Type Subtype	Routine	Urgent	
Footpaths \ Feedback/Suggested Improvement-Footpaths	5		
Footpaths \ General inquiry	2		
Footpaths \ Maintenance/Safety Improvement-Footpaths	2		2
Footpaths \ Poor Service - Footpaths	1		1
Harbour \ Damaged or Dangerous Slipway Surface	1		
Harbour \ Feedback/Suggested Improvement-Harbour	2		
Property \ Memorial Hall	3		
Reserves \ Cemetery - general enquiry	1		
Reserves \ Reserves - miscellaneous	4		
Reserves \ Vandalism/Damage - Reserves	1		
Reserves \ Walkways Maintenance	2		1
Roads \ Feedback/Suggested Improvement-Roding	13		5
Roads \ Maintenance Improvement Roads	1	2	4
Roads \ Pothole/Poor Road Surface	3		1
Roads \ Roding Sign/Marking Maintenance	2		
Roads \ Speak to a Roding Engineer/ Manager	12		
Roads \ Vegetation	1		
Streetlights \ Maintenance/Safety Improve-Streetlights	1		
Waste \ Feedback/Suggested Improvement-Waste	3		
Water \ Speak to Water engineer	2		
Water \ Water Connection Issue or Enquiry	1		
Water \ Water Leak	3		
Total	66	2	14

W&S Applications	Approved
Traffic Management Plans	3
Corridor Access Requests	4
Overweight Permits	0
Before U Dig Permits	10
Vehicle Crossing	1
3 Water Connections	1

4. ROADING

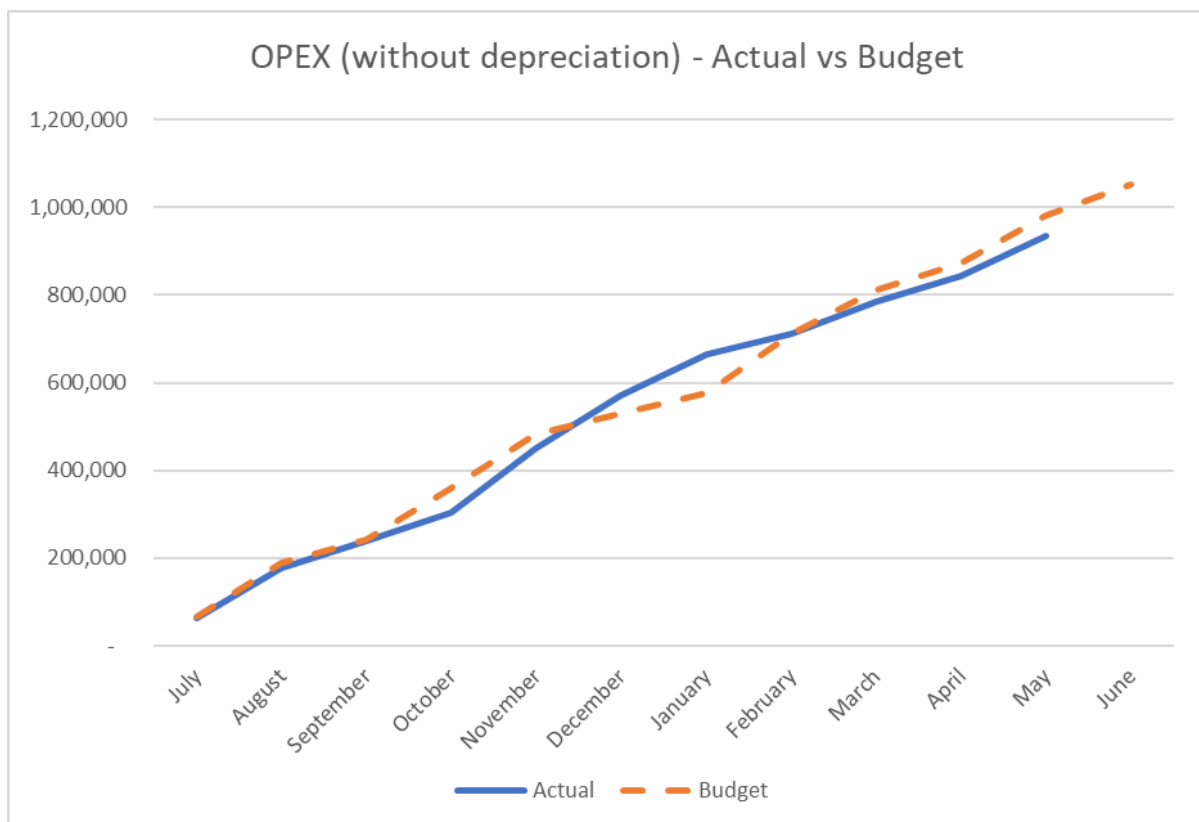
Road Maintenance Contract

May has been a busy month, with many physical works being undertaken and completed. NZTA has extended the NOC contract for an interim 2-month period from 1 May 2024 to 1 July while the current negotiation with Downer for a longer extension until 30 September 2025 is going.

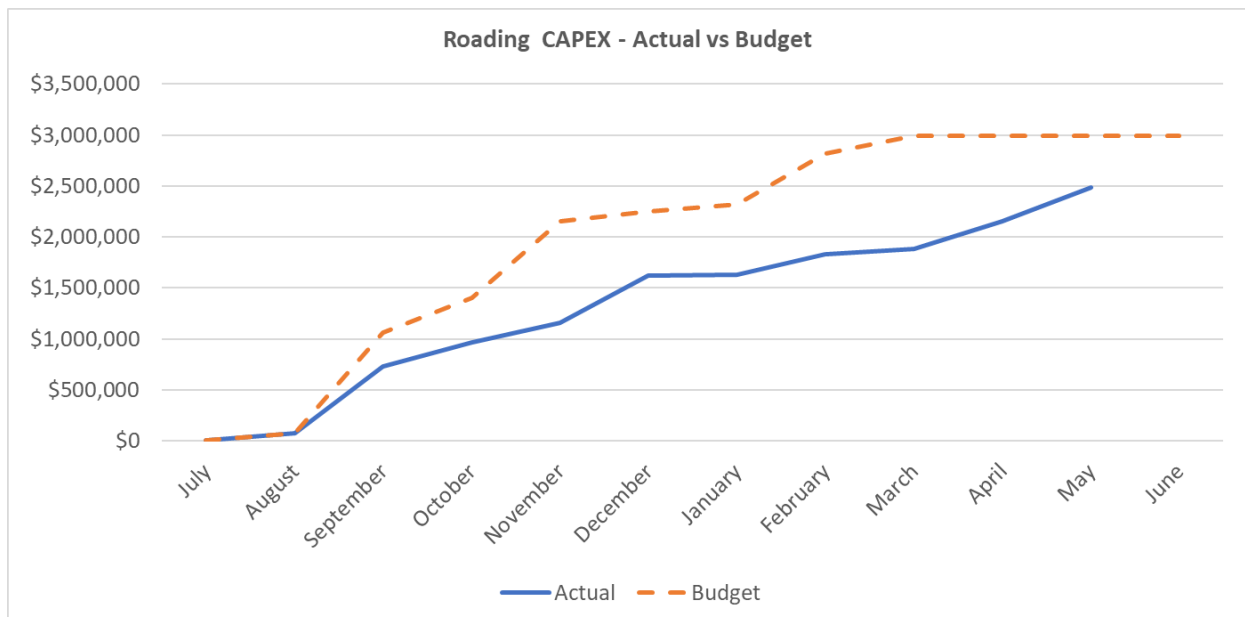
We are confident that this extension will be satisfactorily agreed, but it is nevertheless not a long extension and there is a need to very shortly commence consideration of the service options that may be available after September 2025.

Expenditure

The monthly OPEX spend amounted to \$88,981 which is slightly below the budgeted amount of \$108,360. Overall, the total spends to date is \$48,255 under total year's budget.



Total CAPEX for April amounted to \$329,931. This was mainly works completed at the Blue Duck dropout, Puhi Puhi Valley Road slip repairs, footpath renewal works, and the intersection works at Torquay and Esplanade.



Focus Areas for the next 3 months:

- Pre-seal repairs programming for next year’s reseal sites.
- Maintenance patrols
- Continuing grading and spot metaling
- Mt Fyffe Road metalling
- Ellerton Valhalla overlay
- Hawthorne Road overlay
- Drainage works.
- Killarney footpath construction
- Beach Road footpath construction
- Mt Fyffe and School house intersection widening

Footpath Improvements

At the time of preparing this report works on concrete footpaths along Beach Road have been completed. The work was carried out by two concrete contractors, as one was unavailable to finish the last section of Beach Road. The work has been completed to a satisfactory standard and is under the estimated budget.



Puhi Puhi Valley Road – Under Slip repairs
The project has been completed.



Blue Duck – Under Slip Repairs

Downer has completed the works at the Blue Duck Drop out. The works have run smoothly, and the design changes allowed for the road to be open during the construction period. A sight rail has also been installed along the top of the new wall.



Torquay and Esplanade Intersection

Works have been completed and the new sump has been installed which has resolved the ponding issue.

Proposed Pedestrian ‘Zebra’ Crossings

The signage has been installed at the proposed locations but the linemarking contractor was delayed and the white lines will be installed by the end of June weather dependent.

Health & Safety and Environmental Issues

There was one health and safety issue in May. While working on the Hawthorne Road overlay the contractor undercut the shoulders to an approx. depth of 200mm below existing then while refilling and compacting with AP65 the weight of the roller broke the water pipes within the area.

Incident was notified and recorded in timely manner. The contractor will be covering the costs of the repair works. A copy of the incident report can be provided if required.

Killarney footpath

Works have started on the new footpath. Contractors have started stripping out the shoulder and boxing up for the new path.

Works are progressing well and are expected to be completed by the end of June, weather dependant.



Hawthorne Overlay

Works have started on the overlay and renewal of Hawthorne Road. The first section of Hawthorne is up to level from Rorrison's 200m towards Mt Fyffe Road. This will give a final sealed width of 6.3m reducing any narrow sections and restoring pavement strength.



Asset Management

No change from last month’s report.

Waiau Toa/Clarence River Access Project

The preferred contractor is continuing investigation of an option to construct a bridge at the original site, which will provide an estimated price for the physical works for this alternative option.

Invitations have been extended to two planning consultancies to provide offers of service for addressing resource consenting requirements of this option and The Property Group has been instructed to commence processes toward potential acquisition of the required land.

Jordan Stream Bridge

Proposed responses to the closure of the Jordan Stream bridge are outlined in a separate report. The immediate actions to be undertaken are the removal of the existing bridge and the installation of a temporary bailey bridge until a permanent solution can be put in place.

IAF Kaikoura Western Developments Project:

The contractor has been continued with the physical works of the Shared User Path construction (SP2) on Ludstone Road (from SH1 to St. Joseph School crossing). Some minor delays and disruptions were caused by the sealing plant breakdown, which added to the delay in completing the chip sealing. Despite this, the work has been progressing well, and they are still aiming for completion by the end of June.

Additionally, procurement has begun to prepare a road and bridge design for access over the Main North Line (MNL) from Greenlane to Ocean Ridge residential development.

Financial information to date is as follows:

<i>Overall Project Spent to Date LTD:</i>	<i>\$1.97M</i>
<i>Overall Forecasted Project Spent FY 23/24:</i>	<i>\$1.7M</i>
<i>Total revised budget for completion:</i>	<i>\$14.1M</i>



5. 3 WATERS

Taumata Arowai

Taumata Arowai is continuing their reviews of the drinking water safety plans for the Kincaid and East Coast schemes. There has not been any feedback yet. Six-month distribution network quality assurance information was uploaded to the Taumata Arowai database. The QA rules are pass /fail, and there were non-compliant periods. A number of delays by the independent laboratory's courier service resulted in samples being late to the laboratory, so bacteriological tests were invalid. Although resampling was carried out with satisfactory results, the delays counted as process failures. A review of alternative laboratory services is under way.

Environment Canterbury

ECan lodged four abatement notices with KDC in June 2023. Three of the notices were related to the wastewater treatment plant (WWTP) and one to KDC's stormwater consent for the Kaikoura township. ECan staff visited the wastewater treatment plant site on 23 May and reviewed progress on the action plans with KDC staff. They appeared satisfied. Work is on target for KDC to make applications for new site wide WWTP consents by end November 2024. KDC, IWK and Food and Health Services are continuing to gather supporting data.

Historical wastewater influence and effluent sampling data had shown some unusually high concentrations. This raised concerns over whether the oxidation pond alone was able to provide sufficient treatment, or whether the aerated lagoon was also needed, at an annual power cost of approximately \$80,000. Influent sampling has been changed to make use of KDC's new automated sampling equipment and the effluent sampling point location has been revised so results are representative. The results are now consistent with satisfactory pond performance. A science - based consenting work package is continuing. This will lead to confirming effects on groundwater and the adjacent ocean. A draft air quality report was provided to KDC for review. The main focus was on demonstrating that odour will not be a significant concern for consenting.

Water Supplies

Water supply schemes have generally continued to provide water quality and continuity in compliance with quality assurance rules, as confirmed by treatment plant data, IWK site checks and independent sampling and lab testing. The exception was the concern about courier services noted above.

A new water main and new property laterals for 10-32 Beach Road were completed. The new connections are expected to be lived by 21 June.

Fire and Emergency NZ has been asked to help with a review of Ocean Ridge reservoir capacity to ensure this is adequate as development continues.

Wastewater Operations

Although IWK has continued to periodically transfer liquid from the wastewater treatment plant (WWTP) anaerobic lagoon to the main oxidation pond, freeboard in the lagoon is reducing. Planning is under way for partial removal of material from the lagoon to temporary dewatering and storage bags. The tankered waste disposal charge has been doubled to help offset the costs. The longer-term plan is still for onsite storage of the dewatered solids once consents are received.

Monthly wastewater sampling for ESR has continued as part of their nationwide drugs in wastewater testing programme. Kaikoura results were not available at the time of writing this report.

Adding a non-return valve to the sewer vent stack of one private property off Gillings Lane appears to have stopped odour transfer from the KDC sewer system. A similar valve will now be added at a neighbouring property.

Initial trade waste consent familiarisation visits were made to food and other businesses. Further visits will be made in July.

Stormwater

No significant rainfall events occurred since the last report.

Development Planning

Advice has continued to be provided on 3 waters aspects of resource consent and building consent applications.

2024-25 Capital Works Programme

A detailed 3W capital works programme has been developed for the 2024-25 financial year, ready to get under way from 1 July.

Focus areas for next three months.

- Continuing the abatement action plans and consent applications
- Commencing the 2024-25 capital works programme
- Ongoing support for development planning

6. PARKS, RESERVES AND PROPERTIES

Council Maintenance staff have started refurbishing the picnic tables and seats around the district as part of our winter maintenance program.

The Civic building is having a security and alarm monitoring upgrade. This is following on from some of the recommendations from the latest OBSEC report that we had recently completed.

Airport

Kaikoura Council are hosting a, **Work Together, Stay Apart: A seminar for aerodrome users**. This safety seminar is being run in conjunction with the CAA safety team. A request has been received from the CAA to run a second one in October.

Pensioner housing

Unit 3 and 4 have had windows repainted new clothes lines installed. The gardens have had a makeover and lawn repairs completed. Bark chip, hedge trimming, and some replanting will take place over the coming weeks.

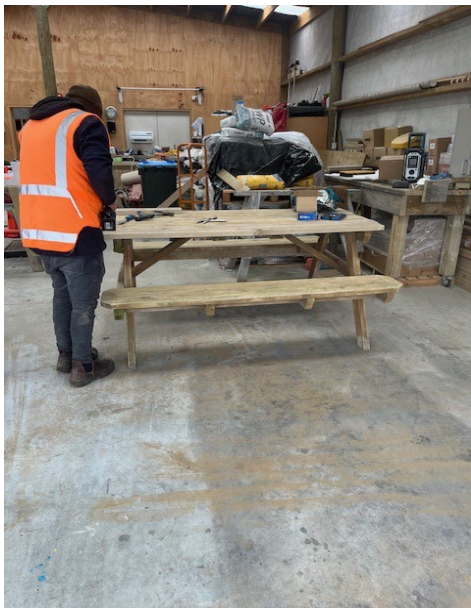
South Bay Harbour

New signage has been installed advising people to not leave children unattended in vehicle while lunching and retrieving boats. These have been placed in a prominent position either side of the boat ramp.

Link Pathway Construction

Work will begin on the area between the Memorial Gardens and the Skatepark over the next few weeks. This will include Composite Decking, repairs to the old concrete wall, wheel stops and minor landscaping. Wheel stops have been fitted at the end of Yarmouth Street and line marking has been completed.

The last major area of works, from the old wharf to Jimmy Armers has gone to tender. Tenders close on Wednesday 3rd July



7. SOLID WASTE

Services continue to operate well.

The final sealing has been completed around the shop area and bulk glass bins. The relocation of the old office building and toilets will be completed in the next few weeks.



An environmental consultancy has been invited to provide an offer of service to ensure the landfill closure plan meets Ecan requirements, to prepare operational and aftercare plans and to make applications for associated resource consents.

8. COMMUNITY OUTCOMES SUPPORTED

The outcomes below are being 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