

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON  
WEDNESDAY 30 OCTOBER 2024 AT 9.02 AM AT TOTARA, COUNCIL CHAMBERS,  
96 WEST END, KAIKOURA**

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

**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 Mayor C Mackle.

Moved: Councillor V Gulleford  
Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

**2. DECLARATIONS OF INTEREST Nil**

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**3. CONFIRMATION OF MINUTES**

**3.1 Works & Services Committee meeting minutes dated 25 September 2024**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 25 September 2024*

Moved: Councillor T Blunt  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

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**4. REVIEW OF ACTION LIST**

The Action List was reviewed by the Committee and noted.

- Decking on South Bay Jetty – this was scheduled to be completed prior to Labour Day but has been delayed. Council staff will confirm if this has been completed.

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

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

The Council's current Three Waters Engineer is retiring in December 2024 and a replacement Three Waters Technician has been recruited. The interim shared service for Local Waters Done Well means that Waimakariri District Council will cover other aspects of an engineer role, such as reporting to Taumata Arowai (water regulator for NZ).

It was confirmed that KDC own the water supply at Ocean Ridge.

Council staff are working with IWK on the compactor safety at the transfer station and will provide an update next month (if available) (**ACTION**).

Councillor J Diver clarified that from memory the Mackles Bore agreement is hereditary, and not for lifetime of the owner.

A comment was raised that there was still some slash remaining that needed to be removed from the racecourse. Council staff would follow up (**ACTION**).

**RESOLUTION**

*That the Committee receives this report for information.*

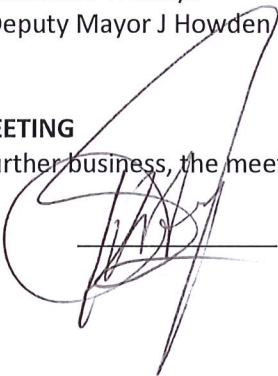
Moved: Councillor K Heays  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

**7. CLOSE OF MEETING**

There being no further business, the meeting closed at 9.17 am.

CONFIRMED



Chairperson

Date 9-12-25

*THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY*

**WORKS & SERVICES COMMITTEE  
ACTIONS ITEMS AS AT 24 OCTOBER 2024**

**OPEN ACTION ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
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	
4	H&S of compactor at transfer station – update to be provided	D Clibbery / M Russell	November/ December 2024	

**CLOSED ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
	Remaining slash to be removed at racecourse	M Russell	November 2024	CSR raised by Executive Officer – now falls under operations

