

**KAIKOURA DISTRICT COUNCIL WORKS AND SERVICES  
COMMITTEE MEETING HELD AT 9.00AM ON WEDNESDAY 18<sup>th</sup>  
APRIL 2007 IN MEMORIAL HALL SUPPER ROOM, ESPLANADE,  
KAIKOURA.**

**AGENDA**

1. *Apologies*
2. *Matters of Importance to be raised as Urgent Business.*
3. *Matters Arising from Report of 21/03/2007* *page 89*

4. *Minutes Action and Issues List Update*

<b>MEETING</b>	<b>ACTION REQUIRED</b>	<b>BY</b>	<b>DATE ACTIONED</b>
	<b>21 MARCH 2007</b>		
Works & Services	Arrange for signage in toilet facilities requesting users to use bins provided.	Marlene	In Progress
Works & Services	Prepare a brief on specifics/expectations of toilet facility cleaning contract.	Chief Executive Officer	Refer Item 6 Page 20

5. *Reports:*

- **Works and Services Report** *page 1*
- **Roading Report** *page 5*
- **Works and Services Budget Report** *page 18*

6. *Public Toilet Maintenance Contract* *page 20*

7. *Urgent Business*

8. *Public Excluded Session*

*Moved, seconded that the public be excluded from the following proceedings of this meeting, namely*

a) *Pensioner Housing*

*The general matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) and 7(2)(i) of the Local Government Information and Meetings Act 1987 for the passing of this resolution are as follows:-*

<b>General subject of each to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds of the Act under which this resolution is made</b>
Pensioner Housing	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Local Authority to deliberate in private on its decision or recommendation.	<b>Section 48(1)(a) and 7(2)(b)</b>

# WORKS & SERVICES REPORTS

## WATER SUPPLY

### *Urban Water*

#### Operations

No major problem was experienced with the urban system during the reporting month.

#### Water Demand

The average demand for the urban supply meaning the township for the month of March was 3138m<sup>3</sup>/day whereas the demand for February 2007 was 3212 m<sup>3</sup>/day; these figures are recorded from the new source.

#### Kincaid Water Supply

No major problem was experienced with the Kincaid system during the reporting month.

## SEWER SYSTEM

### *Urban Reticulation*

The sewage flow averaged 1327m<sup>3</sup>/day for the month of March whereas the flow for February 2007 was 1493.6 m<sup>3</sup>/day as measured at the Mill Rd Pumping Station. The average flows at the Oxidation pond was 1350 m<sup>3</sup>/day

The measured Dissolved Oxygen (DO) averaged 4.4mg/l whereas it measured 3.0mg/l in February 2007. The pond performed satisfactorily during the reporting month.

## STORMWATER

### *Urban Stormwater*

There has been no operational problem with the storm-water system for the reporting month.

## PARKS & RESERVES

The operation and maintenance of these assets improved during the reporting month. The contractor was able to spray some of the reserves as the month was drier than the previous months.

## PUBLIC TOILETS

These facilities are presently under scrutiny from residents and visitors alike who tends to consider the facilities (specifically the west end) the worst they have ever been in. It must be

noted that most of the complaints received this month did not surround cleanliness but more so the physical appearance of the facility.

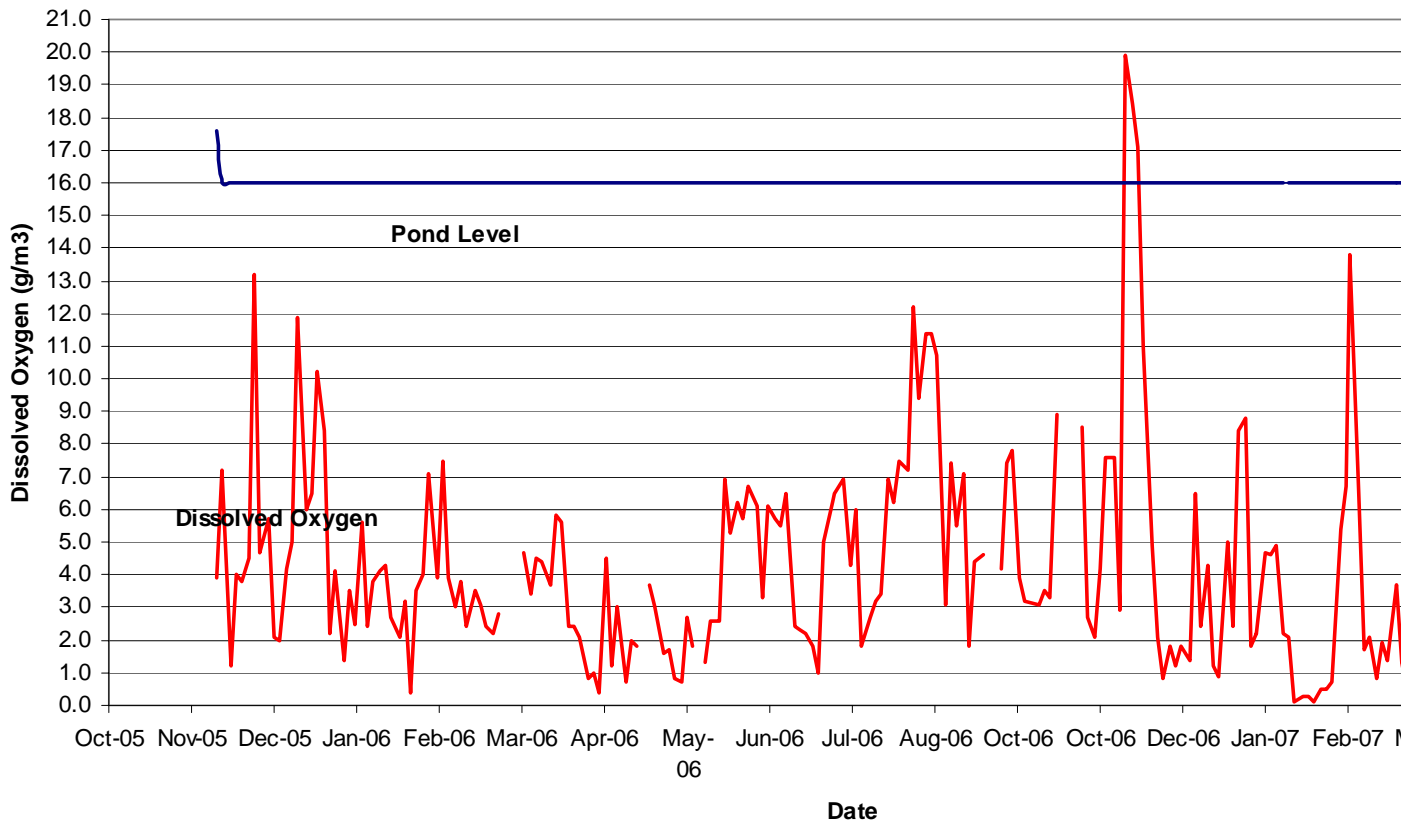
## **OTHERS**

Work on the anaerobic pond by Transit is progressing with the major item of work - the lining of the pond to be completed.

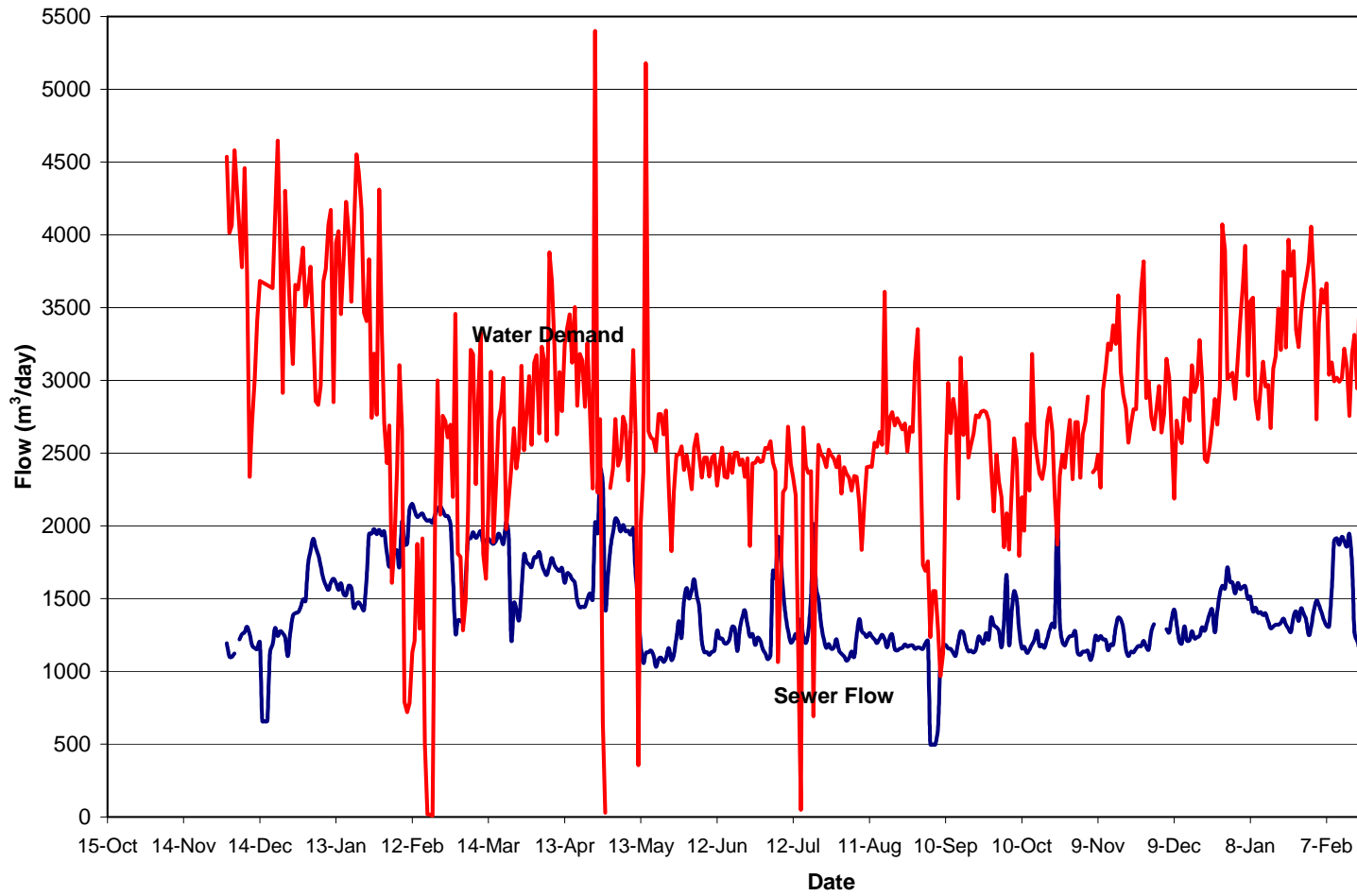
## **CAPITAL WORKS**

There are no capital works outstanding at this point.

**Kaikoura Oxidation Pond  
DO & Water Levels  
(Dec 2005 to March 2007)**



**Water Demands & Sewer Flows  
(Dec 2005 -March 2007)**



# **ROADING REPORT**

## **CAPITAL PROJECTS**

No roading capital projects are outstanding as of 31 March 2007

## **BRIDGE MAINTENANCE PROGRAM**

Work is progressing on the maintenance/repair work identified as priority A, the only outstanding items on the approved priority lists remains the same as was reported last month

## **RAMM SYSTEM UPGRADE**

The updating of the RAMM data is being progressing with Connell Wagner.

## **STOCK EFFLUENT ON COUNCIL ROADS**

### **1) Cow Trax**

Council has instigated a trial with one dairy farmer to assess the effectiveness of NUMAT Industries' Cow Trax Road Guard Mat. The mat is designed to allow liquid to pass through while holding solids. The mat can then be dragged off the roadway and left upside down. If needed, excess build up can be removed by dragging the mat up side down behind a vehicle around a paddock. If Cow Trax proves to be effective at keeping stock effluent off the road, protecting the road surface and is easily manageable within normal dairying operations, Kaikoura District Council will be able to recommend it's use for other crossings where appropriate.

### **2) Rorrirsons Road**

The contract to construct a race along the road verge of Rorrirsons Road, which was to have coincided with laying of the Ludstone Rd – Hawthorne Rd sewer main, has been postponed due to relevant parties being unable to reach final agreement on several issues.

## **MAINTAINANCE GRAVELING 2006/2007**

The 2006/2007 maintenance gravelling program is due to commence in May 2007

## **TRAFFIC COUNT**

Traffic Count for the month of March included the following roads

Blue Duck Valley Road – 30 Vehciles per day (vpd)

Clarence Valley Road – 100 vpd

Waipapa Road – 28 vpd

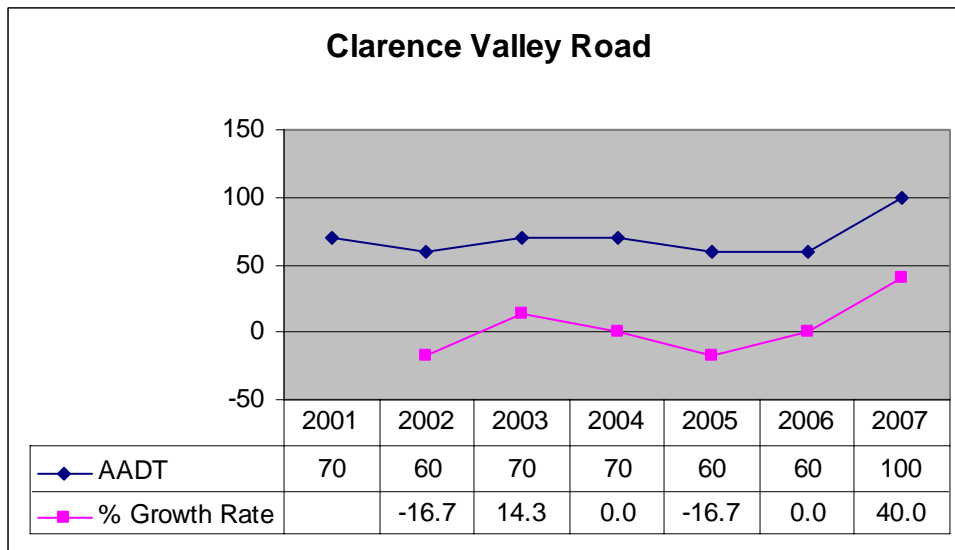
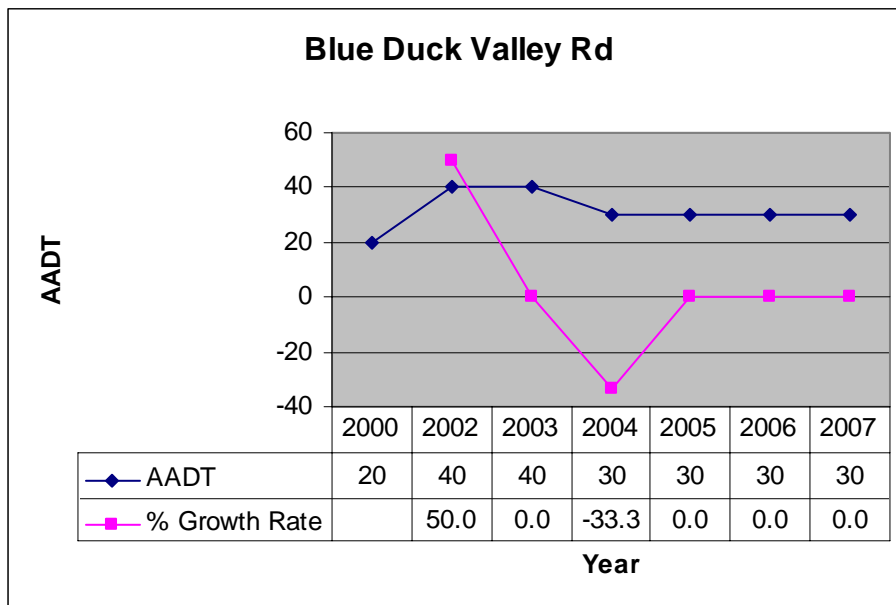
Esplanade Road – 3870 vpd

The average daily count for Blue Duck Valley for 2007 has not varied for the last three years. The majority of vehicles were traveling at less than 30kmh as the counter is placed 100 metres from the turn off from SH1.

Vehicle movements for Clarence Valley Road have increased by 40 vehicles per day since last year showing a growth rate of 40%. The heavy vehicle component of traffic was also 40%.

Waipapa Road traffic count was a one off placement and as such we have no statistics on trend or growth rate. The week recorded a daily average of 28 vpd. As the traffic counter was placed only 100m from the junction with SH1 the speeds recorded are not indicative of speed traveled along Waipapa Road. The heavy vehicle count on Waipapa road was 27.8% of the total vehicle count.

The figures below show the Annual Average Daily Traffic Trend from 2001 to 2006





# **RECORD OF INSPECTION**

## **1. Blue Duck Valley Road**

Corrugations on first 50 – 100 metres.

The remainder of the road is on fair condition.

Culvert markers 62, 63 and 75 need replacing.

Drop out inspected with Kevin. Traffic hazard is marked. Corrugated iron fluming has rusted out causing the erosion that precipitated the drop out. A wait and see approach will be needed to assess stability before any major works are undertaken. If stability is OK road width will be sufficient to allow for a guard rail. The outside corner can be widened if necessary.

## **2. Puhi Puhi Road**

New drop out before bridge. Hazard is marked. There is a vehicle access cutting back under this drop at about 1.5 m below road level allowing for straight forward repair.

## **3. Old Beach Rd**

'Lovers Lane' – corrugations on centre line.

Moderate corrugations from Skevingtons Rd to seal at Kaikoura end. Will require grading soon.

**15 March 2007**

### **1) Clarence Valley Road**

- i) Sealed section of the road is in good condition.
- ii) The hill section between Matariki and Silver Springs is corrugated and pot-holed and requires grading.
- iii) Culvert 13? Needs replacing.

### **2) Glen Alton Road**

- i) This road is in a fair condition.

### **3) Waiautoa Road**

- i) Fair condition.
- ii) Minor washing out with two small streams – not urgent but will need watching.

### **4) Silver Springs Road**

- i) Scheduled for maintenance metal.

- ii) Pot holes at start require filling. A hollow is forming at the creek just before the road end. Will need filling.

#### **5) Waipapa Road**

- i) SH1 to Lime Works – Hills and corners are corrugated and pot-holed and require grading.
- ii) Straights are in fair condition, minor pot holes.
- iii) Lime Works to Middle March – fair condition.

#### **6) Parsons Road**

- i) Fair condition. Some minor edge breaks. Repair not required at this stage.

#### **7) Grange Road**

- i) Unsealed - Minor pot holes and corrugations. Top surface is thin.
- ii) Sealed - fair condition.

#### **8) Bay Paddock Road**

- i) Bay Paddock Road is in a fair condition

The date of the next road inspection to be confirmed

Network Traffic Flows - No major traffic delays were encountered in the Kaikoura roading network within the March period.

## MetroCount Traffic Executive Class Speed Matrix

### ClassMatrix-28 -- English (enz)

#### Datasets:

**Site:** [10800100] Clarence Valley Road  
**Direction:** 6 - West bound A>B, East bound B>A., **Lane:** 0  
**Survey Duration:** 13:10 Wednesday, 14 March 2007 => 16:15 Thursday, 22 March 2007  
**File:** R:\13 Roding\13.1 General\13.1.1 Urban\Traffic  
Count\KDC\_Dat\_Files\2007\10800100 - Clarence Valley\1080010022Mar2007.EC0 (Plus)  
**Identifier:** M1211H48 MC56-6 [MC55] (c)Microcom 02/03/01  
**Algorithm:** Factory default  
**Data type:** Axle sensors - Paired (Class/Speed/Count)

#### Profile:

**Filter time:** 14:00 Thursday, 15 March 2007 => 14:00 Thursday, 22 March 2007  
**Included classes:** 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12  
**Speed range:** 10 - 160 km/h.  
**Direction:** North, East, South, West (bound)  
**Separation:** All - (Headway)  
**Name:** Factory default profile  
**Scheme:** Vehicle classification (AustRoads94)  
**Units:** Metric (meter, kilometer, m/s, km/h, kg, tonne)  
**In profile:** Vehicles = 752 / 771 (97.54%)

## Class Speed Matrix

**ClassMatrix-28**

**Site:** 10800100.0EW  
**Description:** Clarence Valley Road  
**Filter time:** 14:00 Thursday, 15 March 2007 => 14:00 Thursday, 22 March 2007  
**Scheme:** Vehicle classification (AustRoads94)  
**Filter:** Cls(1 2 3 4 5 6 7 8 9 10 11 12 ) Dir(NESW) Sp(10,160) Headway(>0)

Speed (km/h)  
Speed Totals

		Class									
		1	2	3	4	5	6	7	8	9	10
<u>11</u>	<u>12</u>										
10 - 20	.	0	0.0%	.	.	.	.	.	.	.	.
20 - 30	.	1	0.1%	1	.	.	.	.	.	.	.
30 - 40	.	28	3	14	1	1	.	1	1	.	1
40 - 50	.	50	6.6%	119	10	57	49	2	2	.	1
50 - 60	.	245	32.6%	212	7	47	25	5	1	1	.
60 - 70	.	298	39.6%	98	1	34	4	.	.	.	.
70 - 80	.	137	18.2%	13	1	6	.	.	.	.	.
80 - 90	.	20	2.7%	1	.	.	.	.	.	.	.
90 - 100	.	1	0.1%	.	.	.	.	.	.	.	.
100 - 110	.	0	0.0%	.	.	.	.	.	.	.	.
110 - 120	.	0	0.0%	.	.	.	.	.	.	.	.
120 - 130	.	0	0.0%	.	.	.	.	.	.	.	.
130 - 140	.	0	0.0%	.	.	.	.	.	.	.	.
140 - 150	.	0	0.0%	.	.	.	.	.	.	.	.
150 - 160	.	0	0.0%	.	.	.	.	.	.	.	.
		0	0.0%								
		471	22	159	79	8	3	2	2	0	6
0	0	752									
0.0%	0.0%	62.6%	2.9%	21.1%	10.5%	1.1%	0.4%	0.3%	0.3%	0.0%	0.8%
Class Totals											

## MetroCount Traffic Executive Class Speed Matrix

### ClassMatrix-26 -- English (enz)

#### Datasets:

**Site:** [10300100] Blue Duck Valley Road  
**Direction:** 6 - West bound A>B, East bound B>A., Lane: 0  
**Survey Duration:** 10:26 Wednesday, 7 March 2007 => 13:18 Wednesday, 14 March 2007  
**File:** R:\13 Rooding\13.1 General\13.1.1 Urban\Traffic  
Count\KDC\_Dat\_Files2007\10300100 - Blue Duck\1030010014Mar2007.EC0 (Plus)  
**Identifier:** M1211H48 MC56-6 [MC55] (c)Microcom 02/03/01  
**Algorithm:** Factory default  
**Data type:** Axle sensors - Paired (Class/Speed/Count)

#### Profile:

**Filter time:** 10:45 Wednesday, 7 March 2007 => 10:45 Wednesday, 14 March 2007  
**Included classes:** 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12  
**Speed range:** 10 - 160 km/h.  
**Direction:** North, East, South, West (bound)  
**Separation:** All - (Headway)  
**Name:** Factory default profile  
**Scheme:** Vehicle classification (AustRoads94)  
**Units:** Metric (meter, kilometer, m/s, km/h, kg, tonne)  
**In profile:** Vehicles = 208 / 214 (97.20%)

## Class Speed Matrix

**ClassMatrix-26**

**Site:** 10300100.0EW  
**Description:** Blue Duck Valley Road  
**Filter time:** 10:45 Wednesday, 7 March 2007 => 10:45 Wednesday, 14 March 2007  
**Scheme:** Vehicle classification (AustRoads94)  
**Filter:** Cls(1 2 3 4 5 6 7 8 9 10 11 12 ) Dir(NESW) Sp(10,160) Headway(>0)

Speed (km/h)  
Speed Totals

		Class									
		1	2	3	4	5	6	7	8	9	10
<u>11</u>	<u>12</u>										
10 - 20		32	1	.	.	2	.	.	.	.	.
.	.	35	16.8%								
20 - 30		86	13	5	4	1	.	.	.	.	.
.	.	109	52.4%								
30 - 40		38	5	7	.	.	.	.	.	.	.
.	.	50	24.0%								
40 - 50		12	1	.	.	.	.	.	.	.	.
.	.	13	6.3%								
50 - 60		1	.	.	.	.	.	.	.	.	.
.	.	1	0.5%								
60 - 70		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
70 - 80		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
80 - 90		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
90 - 100		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
100 - 110		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
110 - 120		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
120 - 130		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
130 - 140		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
140 - 150		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
150 - 160		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
		169	20	12	4	3	0	0	0	0	0
0	0	208									
0.0%	0.0%	81.3%	9.6%	5.8%	1.9%	1.4%	0.0%	0.0%	0.0%	0.0%	0.0%
Class Totals											

## MetroCount Traffic Executive Class Speed Matrix

### ClassMatrix-31 -- English (enz)

#### Datasets:

**Site:** [12000250] Esplanade  
**Direction:** 5 - South bound A>B, North bound B>A., **Lane:** 0  
**Survey Duration:** 12:19 Wednesday, 28 March 2007 => 12:38 Wednesday, 4 April 2007  
**File:** R:\13 Roding\13.1 General\13.1.1 Urban\Traffic  
Count\KDC\_Dat\_Files2007\12000250 - Esplanade (Garden\_of\_Mermories)\1200025004Apr2007.EC0  
(Plus)  
**Identifier:** M1211H48 MC56-6 [MC55] (c)Microcom 02/03/01  
**Algorithm:** Factory default  
**Data type:** Axle sensors - Paired (Class/Speed/Count)

#### Profile:

**Filter time:** 12:30 Wednesday, 28 March 2007 => 12:30 Wednesday, 4 April 2007  
**Included classes:** 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12  
**Speed range:** 10 - 160 km/h.  
**Direction:** North, East, South, West (bound)  
**Separation:** All - (Headway)  
**Name:** Factory default profile  
**Scheme:** Vehicle classification (AustRoads94)  
**Units:** Metric (meter, kilometer, m/s, km/h, kg, tonne)  
**In profile:** Vehicles = 27459 / 27491 (99.88%)

## Class Speed Matrix

**ClassMatrix-31**

**Site:** 12000250.ONS  
**Description:** Esplanade  
**Filter time:** 12:30 Wednesday, 28 March 2007 => 12:30 Wednesday, 4 April 2007  
**Scheme:** Vehicle classification (AustRoads94)  
**Filter:** Cls(1 2 3 4 5 6 7 8 9 10 11 12 ) Dir(NESW) Sp(10,160) Headway(>0)

Speed (km/h)  
Speed Totals

		Class									
		1	2	3	4	5	6	7	8	9	10
<u>11</u>	<u>12</u>										
10 - 20		32	1	.	.	.	.	.	1	.	.
.		34	0.1%								
20 - 30		259	9	11	.	3	1	.	.	.	.
.		283	1.0%								
30 - 40		3595	76	216	32	15	4	4	1	2	.
.		3945	14.4%								
40 - 50		13441	218	600	101	16	17	10	2	4	5
1		14415	52.5%								
50 - 60		6390	65	553	39	9	28	9	.	.	2
.		7095	25.8%								
60 - 70		1252	5	198	6	1	2	1	.	.	.
.		1465	5.3%								
70 - 80		136	1	27	.	.	1	.	.	.	.
.		165	0.6%								
80 - 90		30	1	9	.	.	.	.	.	.	.
.		40	0.1%								
90 - 100		4	.	7	.	.	.	.	.	.	.
.		11	0.0%								
100 - 110		4	.	.	.	.	.	.	.	.	.
.		4	0.0%								
110 - 120		.	.	.	.	.	.	.	.	.	.
.		0	0.0%								
120 - 130		1	.	1	.	.	.	.	.	.	.
.		2	0.0%								
130 - 140		.	.	.	.	.	.	.	.	.	.
.		0	0.0%								
140 - 150		.	.	.	.	.	.	.	.	.	.
.		0	0.0%								
150 - 160		.	.	.	.	.	.	.	.	.	.
.		0	0.0%								
		25144	376	1622	178	44	53	24	4	6	7
1	0	27459									
0.0%	0.0%	91.6%	1.4%	5.9%	0.6%	0.2%	0.2%	0.1%	0.0%	0.0%	0.0%
Class Totals											

## MetroCount Traffic Executive Class Speed Matrix

### ClassMatrix-33 -- English (enz)

#### Datasets:

**Site:** [Waipapa Road] Waipapa Rd  
**Direction:** 6 - West bound A>B, East bound B>A., **Lane:** 0  
**Survey Duration:** 15:18 Thursday, 22 March 2007 => 12:16 Wednesday, 28 March 2007  
**File:** R:\13 Rooding\13.1 General\13.1.1 Urban\Traffic  
Count\KDC\_Dat\_Files2007\Waipapa\Waipapa Road28Mar2007.EC0 (Plus)  
**Identifier:** M1211H48 MC56-6 [MC55] (c)Microcom 02/03/01  
**Algorithm:** Factory default  
**Data type:** Axle sensors - Paired (Class/Speed/Count)

#### Profile:

**Filter time:** 15:18 Thursday, 22 March 2007 => 12:16 Wednesday, 28 March 2007  
**Included classes:** 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12  
**Speed range:** 10 - 160 km/h.  
**Direction:** North, East, South, West (bound)  
**Separation:** All - (Headway)  
**Name:** Factory default profile  
**Scheme:** Vehicle classification (AustRoads94)  
**Units:** Metric (meter, kilometer, m/s, km/h, kg, tonne)  
**In profile:** Vehicles = 169 / 174 (97.13%)

## Class Speed Matrix

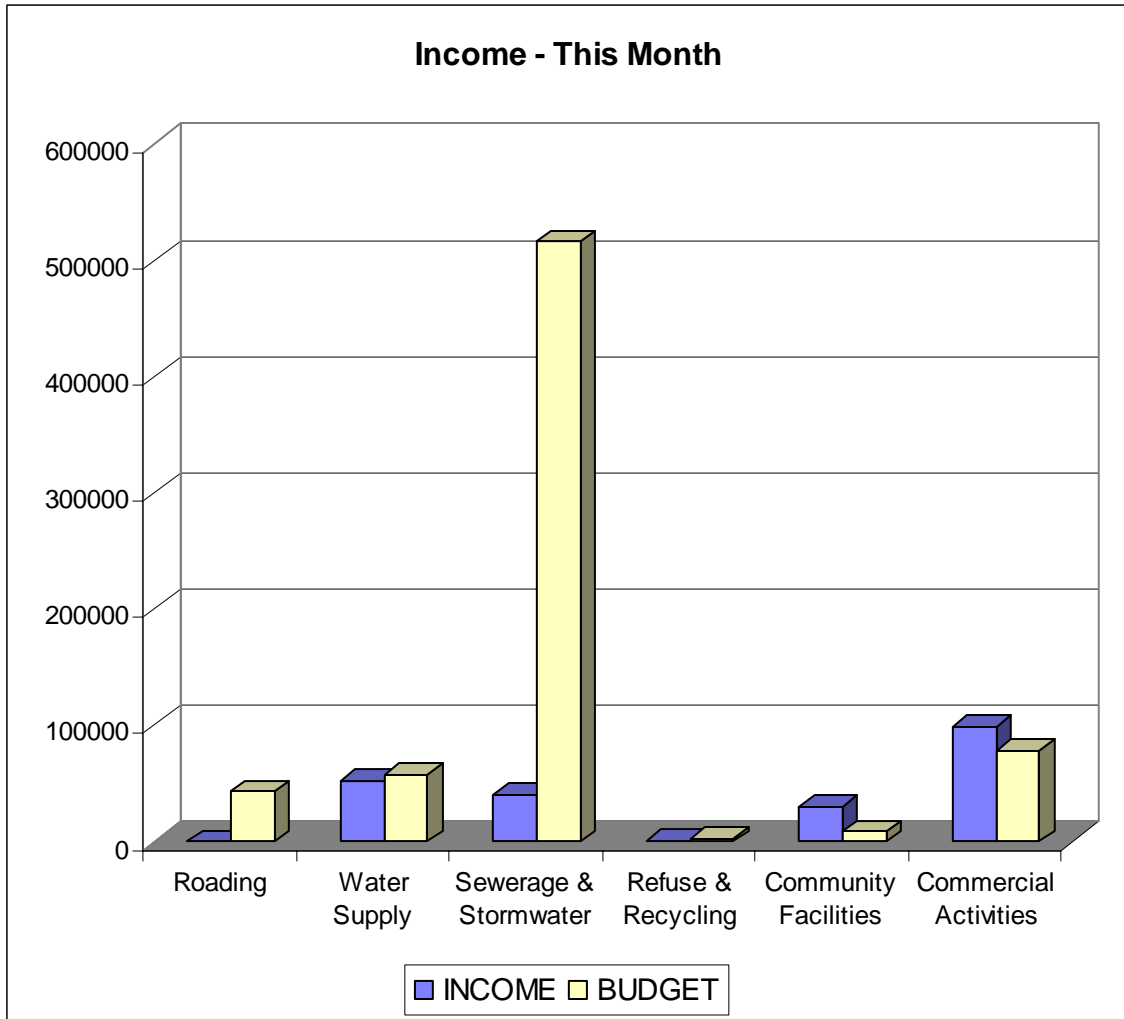
**ClassMatrix-33**

**Site:** Waipapa Road.0EW  
**Description:** Waipapa Rd  
**Filter time:** 15:18 Thursday, 22 March 2007 => 12:16 Wednesday, 28 March 2007  
**Scheme:** Vehicle classification (AustRoads94)  
**Filter:** Cls(1 2 3 4 5 6 7 8 9 10 11 12 ) Dir(NESW) Sp(10,160) Headway(>0)

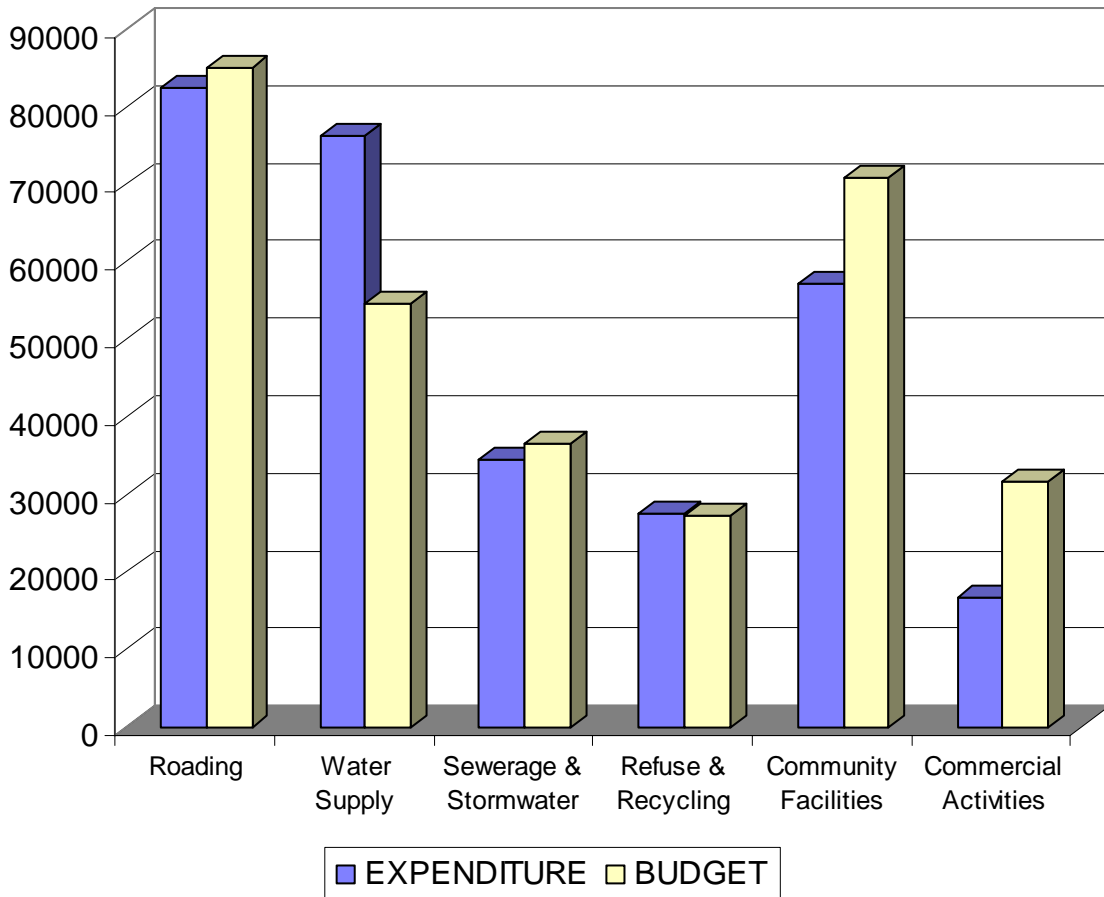
Speed (km/h)  
Speed Totals

		Class									
		1	2	3	4	5	6	7	8	9	10
<u>11</u>	<u>12</u>										
10 - 20		28	.	1	3	2	.	.	.	.	.
.	.	34	20.1%								
20 - 30		62	1	11	4	4	.	.	.	.	2
.	.	84	49.7%								
30 - 40		29	.	8	6	3	.	.	.	.	.
.	.	46	27.2%								
40 - 50		2	.	.	.	3	.	.	.	.	.
.	.	5	3.0%								
50 - 60		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
60 - 70		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
70 - 80		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
80 - 90		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
90 - 100		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
100 - 110		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
110 - 120		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
120 - 130		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
130 - 140		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
140 - 150		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
150 - 160		.	.	.	.	.	.	.	.	.	.
.	.	0	0.0%								
		121	1	20	13	12	0	0	0	0	2
0	0	169									
0.0%	0.0%	71.6%	0.6%	11.8%	7.7%	7.1%	0.0%	0.0%	0.0%	0.0%	1.2%
Class Totals											

# WORKS & SERVICES BUDGET REPORT



### Expenditure - This Month



# PUBLIC TOILET MAINTENANCE CONTRACT

This report is prepared based on a request by Councillors at the Council meeting of 21 March for the preparation of a brief on the specifics/expectations of The Public Convenience Cleaning Contract.

## **Background**

The existing contract for the maintenance of the Public Toilets (West End, Northern Entrance, Jimmy Armers, Gooches Beach, and South Bay) is carried out by Metallic Sweeping Ltd.

The existing contract is for five years and expires on May 1<sup>st</sup>, 2010. The Contract is executed under the general clause and conditions of NZS 3910:2003.

The scope of works involved in executing the contract involves routine servicing of the toilet facilities inclusive of the provision of all labour, plant, materials and management. The definition of routine servicing as outlined in the contract is the “regular inspections, evaluation and reporting, plus other minor and incidental works”.

## **SPECIFICS**

The specific requirements/expectation of the Contract is outlined under the following headings

- General Requirements
- Service Intervals

### **General Requirements**

The contractor is expected to provide all resources, including consumables (toilet papers, light bulbs, cleaning agents, sanitizers and the likes) specific task to be undertaken includes but not limited to:

- Cleaning and disinfecting all bowls, lids, hand basin, fixtures urinals and removal of rubbish from urinals etc.
- Washing and disinfecting all floors, walls, doors and partitions, and all horizontal surfaces including the removal of gross soiling.
- Wash ceilings roof beams including removal of cobwebs.
- Check and replace/refill toilet papers, air fresheners and urinal sanitizers.
- Empty and clean all rubbish bins.

### **Service Interval**

The supply of all cleaning and consumable items shall be completed by 4-5pm. Where the facility is cleaned twice daily the first cleaning is to be completed by 9a.m.

Additionally the following service intervals are required for the named facilities.

***West End , Gooches Beach and Northern Entrance***– Twice Daily including weekends and public holidays during the summer and daily during the winter.

***Jimmy Armers and South Bay Reserve*** – Daily including weekends and public holidays during the summer and once every two days during the winter months.

The contract can be terminated according to section 14.1 of NZS3910:2003