

**KAIKOURA DISTRICT COUNCIL WORKS AND SERVICES
COMMITTEE MEETING HELD AT 9.00AM ON WEDNESDAY 21
NOVEMBER 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 19/09/2007

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4. Minutes Action and Issues List Update

MEETING	ACTION REQUIRED	BY	DATE ACTIONED
	18 APRIL 2007		
Works & Services	Form a strategy with Environment Canterbury, Department of Conservation and Police to manage motorbikes on reserve at South Bay following petition from South Bay residents	Phil	In Progress and ongoing. Engineering Technical Support Officer investigating with relative agencies.
	20 JUNE 2007		
Works & Services	Site visit to Oxidation Ponds to view anaerobic pond	New Council	To be arranged
	25 JULY 2007		
Works & Services	Provide a list showing what is required to seal gravel roads, priorities and cost	Gallo	Refer to Roding Report Page 9
Works & Services	Consult with residents of Kotuku Street in terms of what financial contribution they are prepared to make toward underground power lines.	Gallo	Refer to Roding Report Page 14
	19 SEPTEMBER 2007		
Works &	Arrange possible meeting	CEO	In Progress

Services	with graffiti offender, parents, CEO, Mayor and 2 Councillors		
Works & Services	Circulate a copy of Safety Management Systems document around Councillors	Gallo	A copy is available at the front desk of Council offices for inspection.
Works & Services	Report on the parameters of the District Plan in terms of road widths in South Bay parade	CEO	In Progress

5. Reports:

- **Works and Services Report** *page 1*
- **Roading Report** *page 8*
- **Works and Services Budget Report** *page26*

6. Urgent Business

WORKS AND SERVICES REPORT

General Works

1.0 Water Supply

Urban Water

Operations

No major problem was experienced with the urban system during the reporting months however of concern is the continuous burst of the 150mm water main along Churchill Street section between Churchill-Killarney and Hasting Street. The cause of these frequent bursts on this section of the main is being investigated.

Water Demand

Table 1 below shows the average water demand for the reporting months for the Mackle source. The demands for these months are significantly higher than for the previous month of August.

<i>Water Demand(m³/day)</i>			
	<i>min</i>	<i>avg</i>	<i>max</i>
<i>Aug 2007</i>	2692	2968	3346
<i>Sept 2007</i>	3151	3559	4219
<i>Oct 2007</i>	3145	4043	5014

Table 1: Water demand for reporting period

The averages from the Waimangarara were 14 and 15m³ for the months of September and October respectively.

Kincaid Water Supply

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

Fernleigh Water Supply System

The second bore for this supply has since been drilled; resource consent has been lodged for the change in resource consent condition to allow water to be taken from both bores without taking water simultaneously.

We await response from Environment Canterbury regarding the change in consent conditions.

Public Health Management Plans (PHRMP)

The applications for Kincaid and Fernleigh Water supplies were lodged on September 25th, 2007.

The drilling of the new bore for Fernleigh supply will not be funded by the CAP programme as we were informed that works are not funded retrospectively.

Additionally we have been informed that water for stock will not be funded hence the sum applied for will be apportioned according to usage.

Council now awaits response from the Ministry of Health to inform us whether or not the works for the five small supplies will be funded and the amount of funds that will be available to us.

2.0 SEWER SYSTEM

Urban Reticulation

Table 2 below shows the average sewage flows for the reporting months as measured at the Mill Road pumping station.

<i>Sewage flows (m³/day) – Mill Rd</i>			
	<i>min</i>	<i>avg</i>	<i>max</i>
<i>Aug 2007</i>	1078	1491	1975
<i>Sept 2007</i>	1319	1413	1550
<i>Oct 2007</i>	1248	1526	1999

Table 2: Sewage generated for reporting period

The measured Dissolved Oxygen (DO) averaged 3.4mg/l and 7.5mg/l for the months of September and October respectively.

Partitioning of Pond – Project Update

At the time of writing this report, the aeration system for the proposed upgrades has been completed with the installation of the baffle curtains being constructed.

3.0 STORMWATER

Urban Stormwater

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

4.0 PARKS & RESERVES

These assets were under maintained (mowing) during the reporting month, this resulted from the sporadic weather. The contractor sent a letter (email) apologizing to the council for being behind with his schedule but promised that as the weather got better he will catch up. To date the contractor is 90% back on schedule with a few reserve areas yet to be mowed and tidied up.

Over the period Council has upgraded the appearance of two reserves namely:

1. **Northern Entrance** – Bollards were installed to abate the parking on the reserve, the old picnic table was removed and two new picnic tables placed at different locations within the reserve.
2. **Bayview Street Playground** – A survey was conducted to determine what the residents of Bayview Street wanted for this playground. Of the 40 questionnaires dropped, 17 household (less than 50%) responded. Out of these 17 household only 9 wanted to see any changes made to the playground. Surprisingly the changes that most households wanted were:
 - (a) A back fence installed
 - (b) Seating and areas landscaped with low maintenance garden and
 - (c) Rubbish bins

One or two of the households also wanted to see lighting of the playground, child proof fence at the front and proper climbing equipment.

Based on the above Council decided to implement items a – c above, excluding any gardens.

5.0 PUBLIC TOILETS

There is little to report on these facilities. The main facility was taken out of operation on October 9th 2007. For the month of September we were flooded with complaints re the filthiness of the West End toilets.

West End Upgrade

The upgrade of this facility commenced on October 9th, 2007. Prior to works commencing all stakeholders were informed of the closure in one form or another and includes:

1. Notification to the four major bus companies that travel to Kaikoura.
2. Notification to the Information Centre
3. Two week publication in Kaikoura Star and
4. Posted notices on the walls of the facility.

For the duration of the facility upgrade Council has hired a Portacom which has being vandalized twice. It was therefore decided to close the unit at 8p.m each night only to find that the keys that came with the unit did not work with the unit.

By keeping our fingers crossed we hope that no vandalism will occur for the rest of the project duration.

The works are scheduled to be completed by November 30th, 2007.

6.0 PENSIONER UNITS

Since receiving the original tender Council has requested for a re-pricing from the original tenderers and other contractors without changing the scope of works as the original tenders were very high. The second tendered sums were still over the budgeted price. In considering this a reduced scope of works was sent to the three lowest bidders from the previous tendering period for re-pricing. At the time of writing this report we are still awaiting these prices.

Upgrade Works

Housing New Zealand approved funding for some upgrade works on the existing pensioner units, these works are shown on the table below

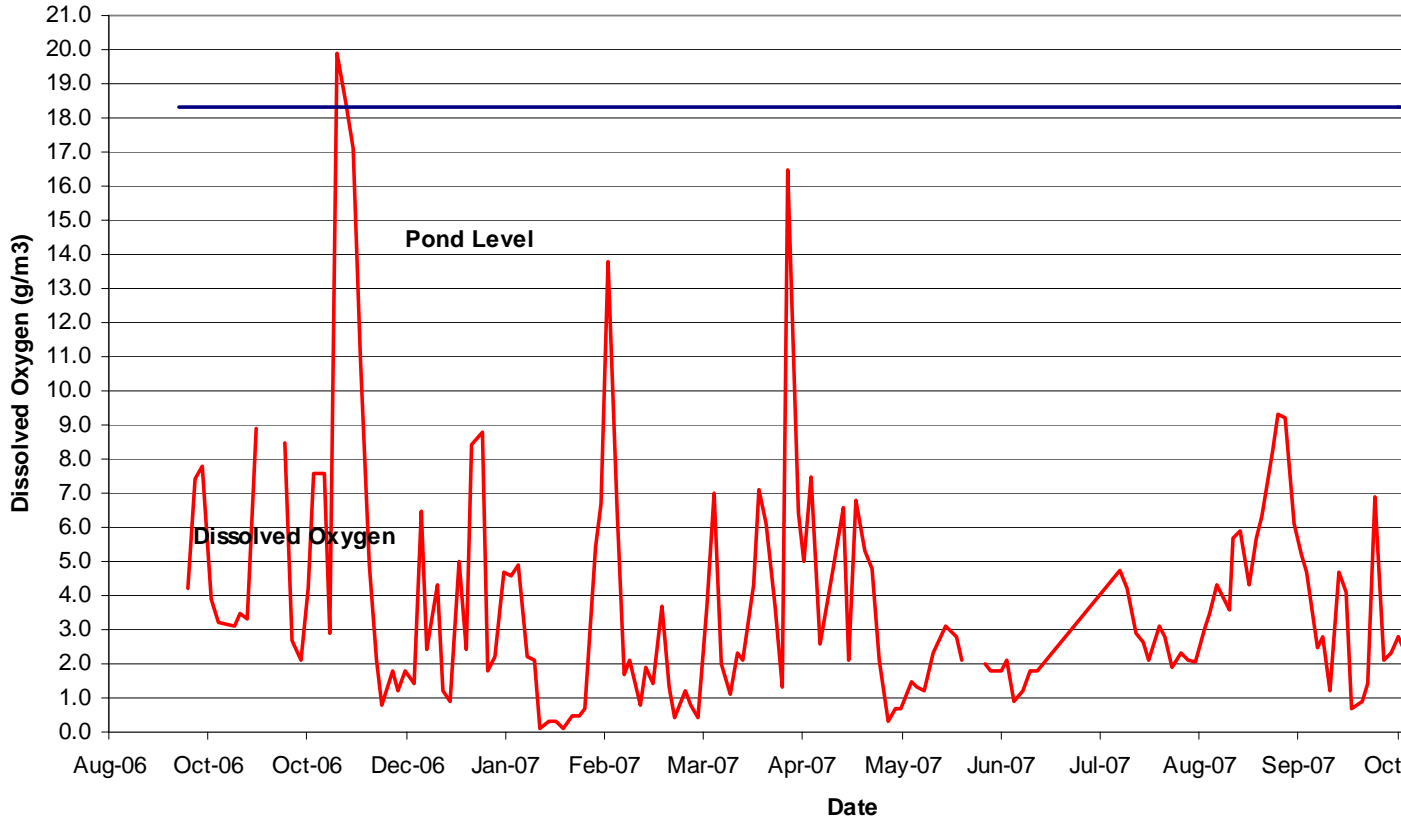
	Unit	Heat Pumps	Floor Insulation	New Window	New roof and insulation	Fire Breaks	Exterior	Roof
Block 1	1 - 2	Yes	Yes				Yes	Yes
Block 2	3 - 4	Yes	Yes				Yes	Yes
Block 3	5 - 8	Yes		Yes	Yes	Yes	Yes	
Block 4	9 - 10	Yes					Yes	Yes
Block 5	11 - 12	Yes					Yes	Yes
	Sum	\$40,500.00	\$2,080.00	\$3,000.00	\$26,273.16	\$2,000.00		\$13,000.00
Grand Total								\$86,853.16

The heat pumps, the roof and the fire breaks have been installed and the rest of the works will be completed within this financial year. Pictures below show the upgraded works

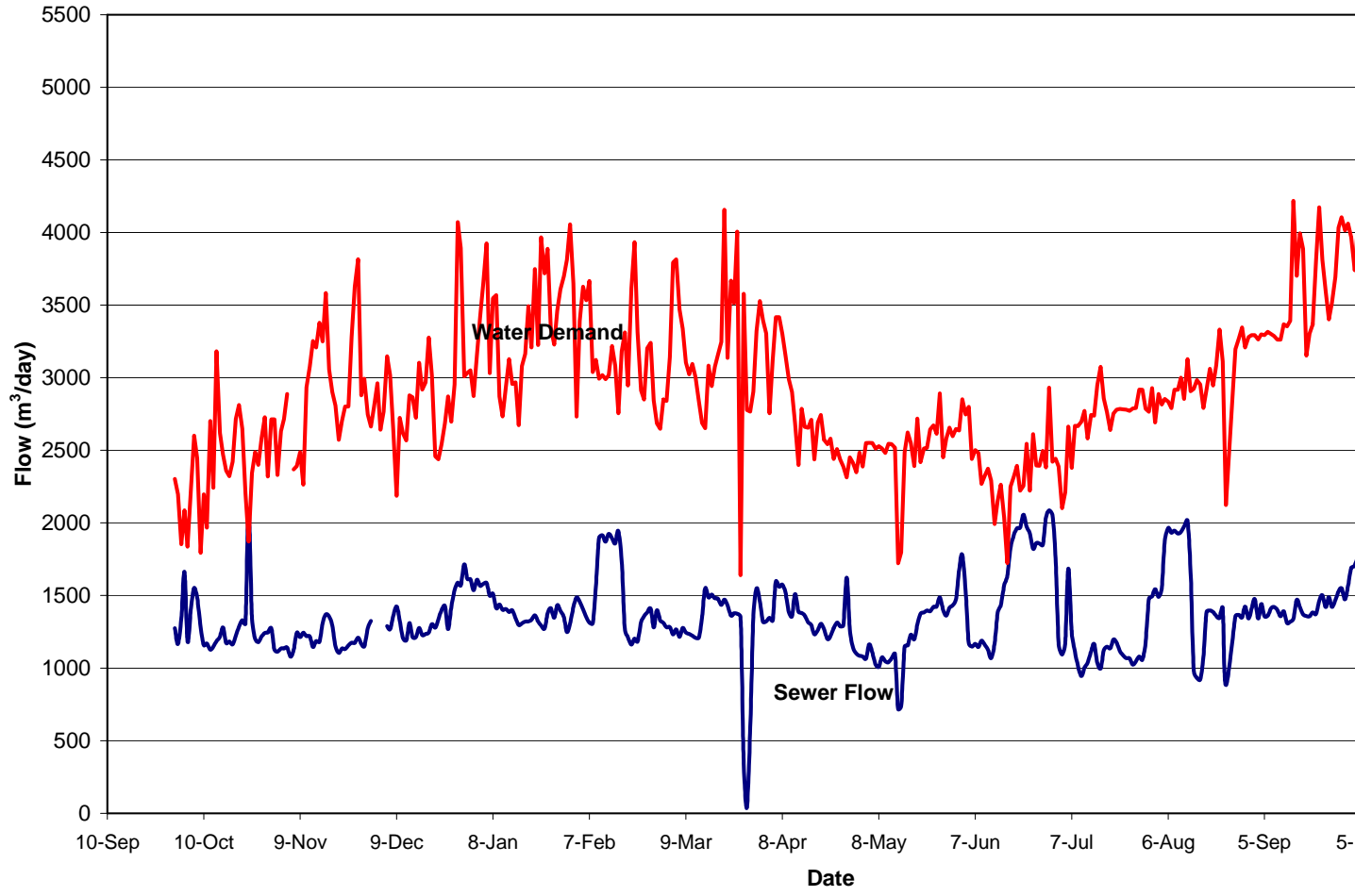


12/11/2007

**Kaikoura Oxidation Pond
DO & Water Levels
(October 2006 to October 2007)**



Water Demands & Sewer Flows
(July 2006 - October 2007)



ROADING REPORT

1.0 RAMM SYSTEM UPDATE AND MAINTAINANCE

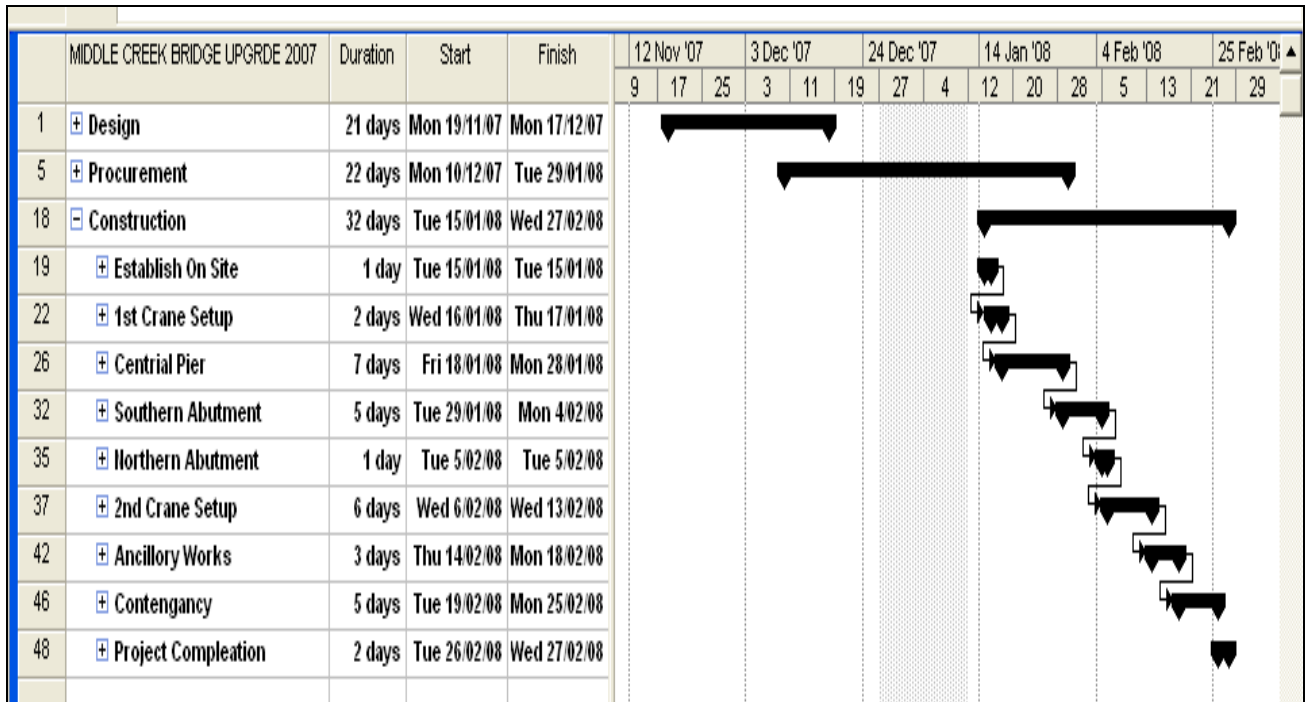
This is ongoing and is being carried out by Connell Wagner.

2.0 BRIDGE ROUTINE MAINTAINACE

The issues identified in the 2007 Bridge Inspection report requiring attention, mainly safety deficiencies relating to signage, approaches and railings have been priced and approved for implementation. The works are scheduled to be completed in this financial year.

2.1 Middle Creek Bridge

Approval for funding to upgrade Middle Creek Bridge has been approved and Land Transport New Zealand will fund 47% of the works. The upgrade works will be implemented under the maintenance contract and is scheduled to be completed on the 28 February 2008. The figure below is a summary of the timeline for the works



2.2 Stock Effluent On Council Roads

This is in progress

2.3 Resealling Contract

The table below shows the sections of the roads that are scheduled for year 2007/08 resealing program and the contract has been awarded to T. C. Nicholls Ltd. The pre-seal preparatory works is scheduled to be implemented before February when the reseal work is expected to take place.

ROAD	AREA TO BE SEALED			
	FROM RP	TO RP	APPROX LENGTH (M)	NOMINAL WIDTH (M)
Postmans	3.325	4.435	1110	6.0
Red Swamp Road	2.235	4.644	2409	5.9
Scarborough	0.007	0.325	318	7.0
Schoolhouse	0.007	0.889	882	4.0
Schoolhouse	1.957	2.869	912	5.0
Tui Road	0.003	0.102	99	6.0
Moa Road and Boat Area	0.138	0.200	62	23.0
Total			5792	

2.4 Maintenance Graveling 2006/2007

The Roads Maintenance Graveling Program for this financial year 2007/2008 has been developed and approved for implementation. Part of the graveling maintenance program for year 2006/2007 was not completed and the affected roads have been included in this year's program. The funding for these roads have been agreed with LTNZ and carried forward into this year's program. Below is a list of the roads that are included in the program.

Road No.	Road Name	Material Type	Length (m)	Average Width (m)	Recom Depth (m)	Quantity (m3)
124	Kowhai Ford Road	Gravel	1289	5	0.050	322.25
150	Waipapa Road	Limestone	5264	4	0.030	631.68
123	Kiwa Road	Gravel	2330	3	0.030	209.7
108	Clarance Valley Road	Limestone	570	3	0.050	85.5
108	Clarance Valley Road	Limestone	443	3	0.050	66.45
108	Clarance Valley Road	Limestone	1408	3	0.050	211.2
108	Clarance Valley Road	Limestone	322	3	0.050	48.3
108	Clarance Valley Road	Limestone	328	3	0.050	49.2
149	Waiautoa Road	Limestone	400	2.5	0.030	30
149	Waiautoa Road	Limestone	1608	2.5	0.030	120.6
144	Silver Springs Road	Limestone	185	2.6	0.030	14.43
144	Silver Springs Road	Limestone	1002	2.6	0.030	78.156
158	McInnes Road	Gravel	2050	3.5	0.030	215.25
134	Postmans Road	Gravel	380	2.7	0.050	51.3
107	Chapmans Road	Gravel	766	4.3	0.050	164.69
143	Scott Road	Gravel	1000	3.1	0.030	93
109	Dairy Farm Road	Gravel	500	3.9	0.030	58.5
104	Blunts Road	Gravel	1000	3.9	0.030	117
Total			20,845m			1,344.78

2.5 Monthly Performance Report

Performance Indicators (KPI'S) September \$ October						
		Road Category	Response	Number	Within Period	% Conforming
9	Edge Break	Strategic	6 Weeks			
10	Edge Break	Local	8 Weeks	9	9	100%
11	Shoulder Maintenance	Strategic	6 Weeks			
12	Shoulder Maintenance	Local	8 Weeks			
13	Potholes	Strategic	2 Days			
14	Potholes	Local	7 Days	27	27	100%
15	Detritus & Slip Removal	Strategic	2 Days	10	10	100%
16	Detritus & Slip Removal	Local	7 Days	41	41	100%
17	Drainage	All	12 Hours	9	9	100%
18	Unsealed Pavement Potholes	Local	7 Days			
19	Unsealed Pavement Digouts	Local	6 Weeks			
20	Edge Marker Post	All	7 Days			
21	Signs and Chevrons	All	24 Hours	6	0	0%
22	Sight Rails and End Markers	All	48 Hours			

2.6 Completed work for the reporting period

3.0 SUMMARY REPORT

3.1 Safety, Quality & Environmental

There were no negative Safety, Quality and/or environmental issues raised in September.

3.2 Inspections

Inspections are being completed as per contract specifications.

3.3 Programme

The contract annual summary programme has been submitted and the specific three monthly rolling programme is being developed once forward work is established.

3.4 Sealed Roads

Routine and cyclic activities being completed. Nothing exceptional to note.

3.5 Unsealed Roads

Routine and cyclic activities are being completed together with variation work as required in consultation with Engineer. Also completed Opti-Grade inspection which is a measure of the surface roughness, this was done to get a base line as to the state of the unsealed roads prior to Fulton Hogan commencing work on them.

3.6 Signs, Markers & Railings

Routine and cyclic activities are being completed and there is nothing exceptional to note.

3.7 Sumps and Street Sweeping

Routine and cyclic activities are being completed and there is nothing exceptional to note.

3.8 Emergencies

Minor increase in Esplanade sweeping work and sign replacement due to Seafest.

Heavy winds led to storm damage on 3, 4, 9, 10, 11, 23 October, mainly fallen trees blocking off roads. Heavy rains on the 11th October led to ford washouts with clean-up the following week.

3.9 Rural Berm Mowing

None completed in October.

3.10 Vegetation Control

None completed in October

3.11 Relationships

Relationships between Kaikoura District Council and Fulton Hogan are going well with no significant issues to report.

Positive public feedback is being received from some residence re the grading works and other minor improvements currently being implemented.

3.12 Network Traffic Flows

No major traffic delays on the Kaikoura network in the last four weeks

4.0 KOTUKU – UNDERGROUNDING OF OVERHEAD POWER LINES

Subsequent to the request from Council to request contributions for the proposed upgrade works, a letter and response sheet was sent to 19 property owners on Kotuku Road informing them of the proposal which includes providing a financial contribution of \$500.00. In addition, the property owners were also invited to attend a Public meeting on Thursday November 8th, 2007.

4.1 Response – Survey Forms

Of the 19 survey forms sent out only 7 (37%) of the property owner responded. Of the 7 response only 3 (43%) were willing to provide the financial contribution. The other four property owners were reluctant to contribute for the following reasons

1. Council is collecting rates for services such as storm-water, footpaths etc and there are none of these services in place for Kotuku.
2. They have paid their contribution already when Council opted not to fund their share of a boundary fence.
3. Power is already underground at their side of Kotuku hence they are not affected.

4.2 Meeting With Property Owners

A meeting was convened with the property owners on Thursday November 8th 2007. The purpose of the meeting was to answer any questions they may have had in regards to the proposed upgrade works and to re-enforce the benefits of such works.

Once again, from the 19 property owners invited only 9 (47%) were in attendance. The attendees took the time to re-iterate their unwillingness to pay the financial contribution

4.3 Response Via Letter

In addition to the above means of response a letter signed by two property owners was also received at the Council. The content of the letter basically summarized the concerns of the residents not willing to contribute. A copy of this letter is attached.

4.4 Conclusion

From the fore going it can be concluded that the majority of property owners in Kotuku Road would like the power to be placed underground but not at their expense.

5.0 KEA (SCHOOL) CROSSING - ACROSS LUDSTONE ROAD FOR ST JOSEPH'S SCHOOL AND KAIKOURA HIGH SCHOOL

5.1 Background

Principals of St. Josephs and Kaikoura High School have submitted a request for Council to consider a pedestrian crossing outside St Josephs School and an extension of footpath along Ludstone Rd from Rorrison Road to the crossing (please refer to submission).

5.2 Considerations

Recent traffic data demonstrates that while traffic volumes are not excessive, there are definite morning and afternoon peaks coinciding with school times. Due to lower volumes outside these times this point would not be suitable for a pedestrian crossing.

Land Transport does provide for Road Controlling Authorities to approve Kea crossings for schools. Kea crossings only operate during school times and when a school patrol is present. All other times normal crossing procedure applies. Kea crossings are impractical where the half hour product of pedestrians and vehicles is less than 3000. Ludstone Road would likely average between 3000 and 5000 if pedestrian use was between 60 and 100 persons in a half hour period.

Land Transport Traffic Note 29 (attached) details the background of and legal requirements for Kea Crossings. The RCA is responsible for erecting, installing and maintaining all signs and markings associated with kea crossing.

5.3 Cost

A quote has been provided for the cost of installation of the footpath and crossing being:

Item	Cost
Footpath extension and crossing	\$11,007.00
Signage	\$1,075.29
Total	12,082.29

5.4 Recommendation

That Council responds to the submission by passing a resolution to install a kea crossing on Ludstone Road.

6.0 ESPLANADE BEAUTIFICATION

Council, in its Annual plan, approved a budget for the beautification of the Esplanade, and involves the upgrading of the coastal side of the Esplanade as outlined and budgeted for in the Annual Plan and outlined in the Coastal Management Strategy.

To achieve any long-term beautification of this area the following persistent problems associated with the area need to be first addressed:

- Ponding of stormwater runoff from the road along the side of the sealed road and the grassed areas.
- Lack of adequate drainage along the sides of the road and.
- Grassed area is used for parking purposes

Prior to any landscaping it is proposed that the allocated budget be used to resolve issues listed above by the installation of Kerbs and channels along this side of the road. These Kerbs and channels with associative sumps tied into existing stormwater outfalls located along the Esplanade will solve the drainage problem, will allow for proper landscaping within the grassed areas and also act as a barrier for vehicles wanting to use the landscaped areas for parking purposes. As such a two stage plan is being proposed:

- Stage 1 – Resolve the drainage and parking issues.
- Stage 2 – Landscaping and path construction.

Stage 1 proposal is to install the Kerbs and channels with top soiling behind the Kerbs starting from Council's Offices to the intersection of Torquay Street and the Esplanade.

Recommendation

It is recommended that Council approves for the proposed stage 1 to be implemented using some of the allocated budgets and that landscaping and beautification of the area be implemented as Stage 2.

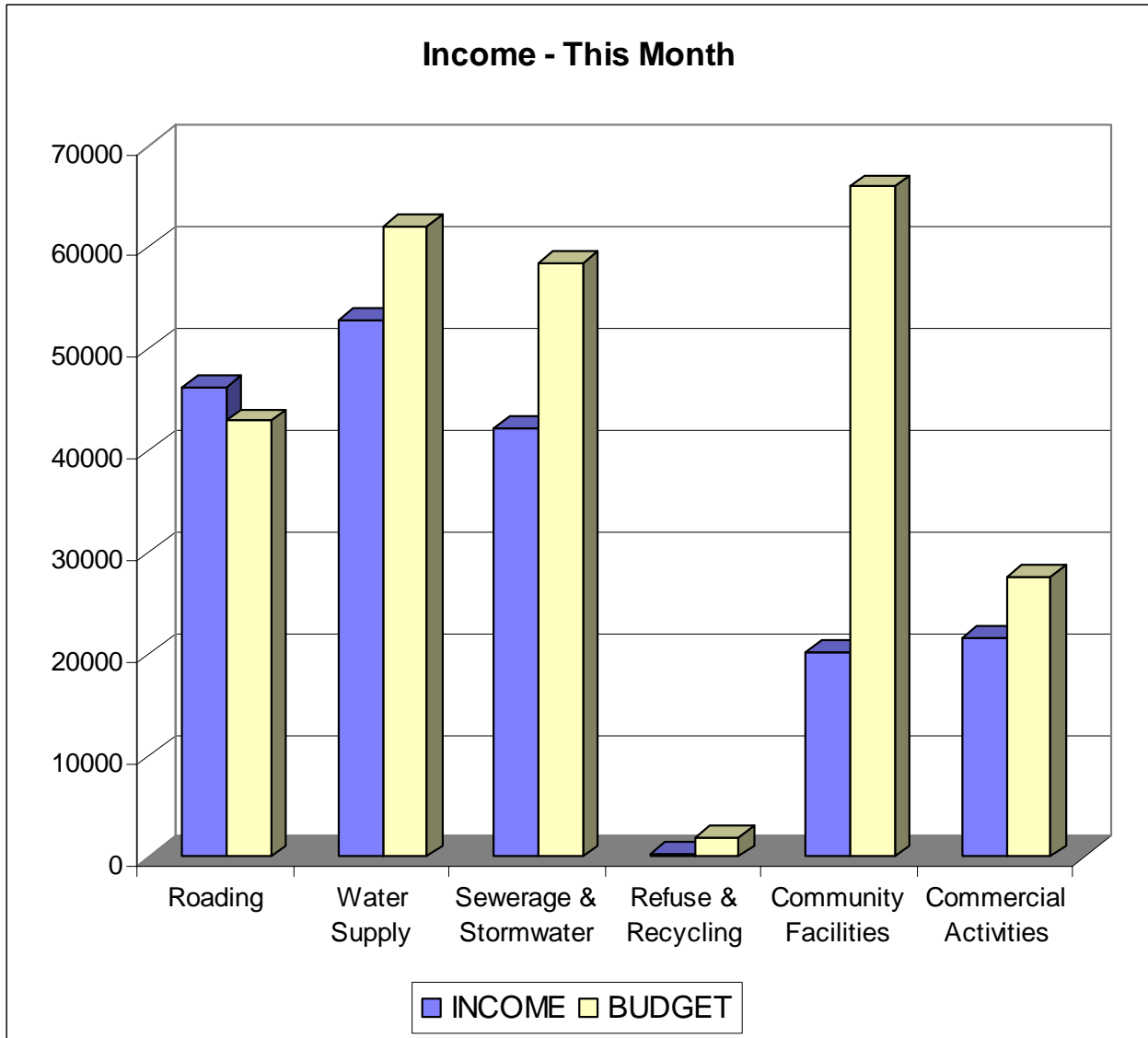
There is the possibility that Part of the costs to implement Stage 1 can be funded under the Land Transport funding programme which if approved will be 47% of the costs.

7.0 REPORT ON ESTIMATED COSTING FOR SEALING OF THE KAIKOURA DISTRICT COUNCIL GRAVELLED ROADS

Road ID	Road Name	Length (m)	Ave Width	Area	Value
2	AUSTIN STREET	137	5.5	754	\$ 15,080.00
101	BEACH ROAD	5509	3.5	19280	\$ 385,600.00
161	BEACH ROAD HAPUKU SETT	152	5	759	\$ 15,180.00
102	BIRCHES	892	4	3567	\$ 71,340.00
103	BLUE DUCK VALLEY ROAD	12677	3.8	48172	\$ 963,440.00
104	BLUNTS ROAD	2094	3	6282	\$ 125,640.00
105	BRUNEL ROAD	2739	2.9	7944	\$ 158,880.00
157	BURRELLS LANE	300	4.5	1350	\$ 27,000.00
107	CHAPMANS ROAD	681	4.5	3064	\$ 61,280.00
108	CLARENCE VALLEY ROAD	13558	3	40675	\$ 813,500.00
109	DAIRY FARM ROAD	4276	4	17103	\$ 342,060.00
110	EAST LANE	3643	3	10930	\$ 218,600.00
111	ELLERTON VALHALLA ROAD	2179	4.5	9806	\$ 196,120.00

112	FACTORY ROAD	1011	4	4044	\$ 80,880.00
113	GLEN ALTON ROAD	305	4	1218	\$ 24,360.00
114	GLENCREE	193	3	578	\$ 11,560.00
116	GRANGE ROAD	1148	3	3444	\$ 68,880.00
117	GREEN LANE	1001	3.5	3504	\$ 70,080.00
119	HAPUKU ROAD	333	3	999	\$ 19,980.00
159	HARRIS LANE	832	3	2496	\$ 49,920.00
18	KAIKOURA DUMP ROAD	159	3	477	\$ 9,540.00
122	KEKERENGU VALLEY ROAD	6233	3	18700	\$ 374,000.00
123	KIWA ROAD	2330	4.0	9270	\$ 185,400.00
124	KOWHAI FORD ROAD	800	4	3200	\$ 64,000.00
27	LOWER WARD STREET	213	4.5	960	\$ 19,200.00
128	MATARIKI ROAD	678	4.5	3051	\$ 61,020.00
29	MAUI STREET	284	2.5	711	\$ 14,220.00
158	MCINNES ROAD	2253	3	6760	\$ 135,200.00
129	MOUNT FYFFE ROAD	2593	4.4	11411	\$ 228,220.00
130	MOUNT FYFFE ROAD SOUTH	296	4.5	1332	\$ 26,640.00
133	POOLES ROAD	700	4.5	3150	\$ 63,000.00
134	POSTMANS ROAD	1484	4.5	6678	\$ 133,560.00
136	PUHI PUHI ROAD	12900	4.5	58050	\$1,161,000.00
138	RAKANUI ROAD	14	3	42	\$ 840.00
140	RED SWAMP ROAD	1179	3	3537	\$ 70,740.00
142	SCHOOLHOUSE ROAD	1648	4.3	7118	\$ 142,360.00
143	SCOTTS ROAD	1897	4.5	8536	\$ 170,720.00
144	SILVER SPRINGS ROAD	1322	4	5288	\$ 105,760.00
145	SKEVINGTONS ROAD	1040	4	4158	\$ 83,160.00
139	SUNRISE PLACE	115	3.1	356	\$ 7,120.00
146	TOPLINE ROAD	944	3	2832	\$ 56,640.00
147	UNNAMED ROAD	274	3	821	\$ 16,420.00
148	VALLEY ROAD	320	3.3	1056	\$ 21,120.00
149	WAIAUTOA ROAD	2419	3	7258	\$ 145,160.00
150	WAIPAPA ROAD	5941	3.5	20792	\$ 415,840.00
151	WAITANE ROAD	151	3	453	\$ 9,060.00
40	WAKATU QUAY	36	6	213	\$ 4,260.00
152	WIFFINS ROAD	240	6	1440	\$ 28,800.00
153	WILDERNESS ROAD	539	6	3231	\$ 64,620.00
					\$7,537,000.00

Works & Services Budget Report



Expenditure - This Month

