

**KAIKOURA DISTRICT COUNCIL WORKS AND SERVICES
COMMITTEE MEETING HELD AT 9.00AM ON WEDNESDAY 19
DECEMBER 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 21/11/2007

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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	Engineering Support Officer	In Progress and ongoing. Engineering Technical Support Officer to investigate with relative agencies.
	20 JUNE 2007		
Works & Services	Site visit to Oxidation Ponds to view anaerobic pond	New Council	Site visit with new Councillors undertaken on 6 December.
	19 SEPTEMBER 2007		
Works & Services	Arrange possible meeting with graffiti offender, parents, CEO, Mayor and 2 Councillors	CEO	In Progress
	21 NOVEMBER 2007		
Works & Services	Prepare a priority programme for undergrounding of power in the district.	Gallo	In Progress
Works & Services	Provide for some degree of undergrounding of power in future Annual Plan budgets	Office Manager	\$20,000 per annum added to draft Annual Plan budgets.

5. Reports:

- **Works and Services Report** *page 1*
- **Roading Report** *page 6*
- **Works and Services Budget Report** *page 10*

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 month.

Water Demand

Table 1 below shows the average water demand for the reporting month for the new water source. The demand for this month is higher than for the previous months.

<i>Water Demand(m³/day)</i>			
	<i>min</i>	<i>avg</i>	<i>max</i>
<i>Sept 2007</i>	3151	3559	4219
<i>Oct 2007</i>	3145	4043	5014
<i>Nov 2007</i>	3413	4552	5347

Table 1: Water demand for reporting period

Kincaid Water Supply

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

Fernleigh Water Supply System

We are still awaiting consent from Environment Canterbury regarding the change in consent conditions however during this time there has been correspondence between the two agencies regarding clarification in the well details.

Public Health Management Plans (PHR)

Council is still awaiting response from the Ministry of Health informing 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 month as measured at the Mill Rd pumping station.

<i>Sewage flows (m³/day) – Mill Rd</i>		
	<i>avg</i>	<i>max</i>
<i>Sept 2007</i>	1413	1550
<i>Oct 2007</i>	1526	1999
<i>Nov 2007</i>	1390	1667

Table 2: Sewage generated for reporting period

The measured Dissolved Oxygen (DO) averaged 9.2mg/l for the reporting month and 7.5mg/l for the month of October.

Partitioning and Aeration of Pond – Project Update

99% of this work has been completed. The impact of the upgrade works will be monitored over the coming months.

3.0 Stormwater

Urban Stormwater

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

4.0 Parks and Reserves

The maintenance of these assets is back on schedule and most if not all the areas are looking good.

5.0 Public Toilets

There is not much to report on these facilities for the month of November.

West End Upgrade

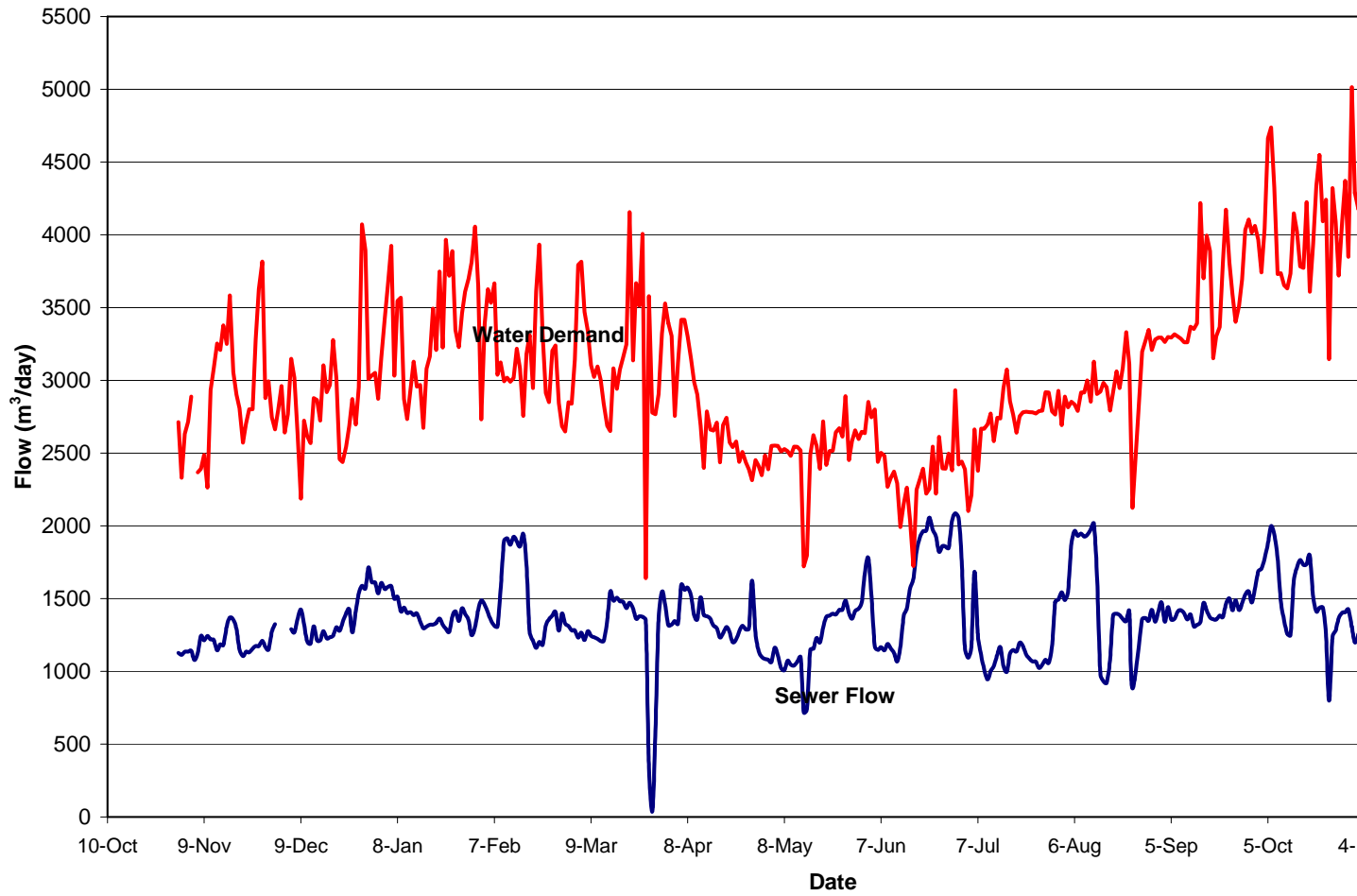
The upgrade of this facility has basically been completed and was put back in use on December 3rd, 2007. The works were completed within the approved budget. Also the camera system has been oriented to cover the footbridge.

The toilets are now closed at any time between 9 and 10:00p.m each night by East Coast security and opens each morning at 6:00 am by Metallic Sweeping Limited. Attached are some pictures of the renovated facility (over page).

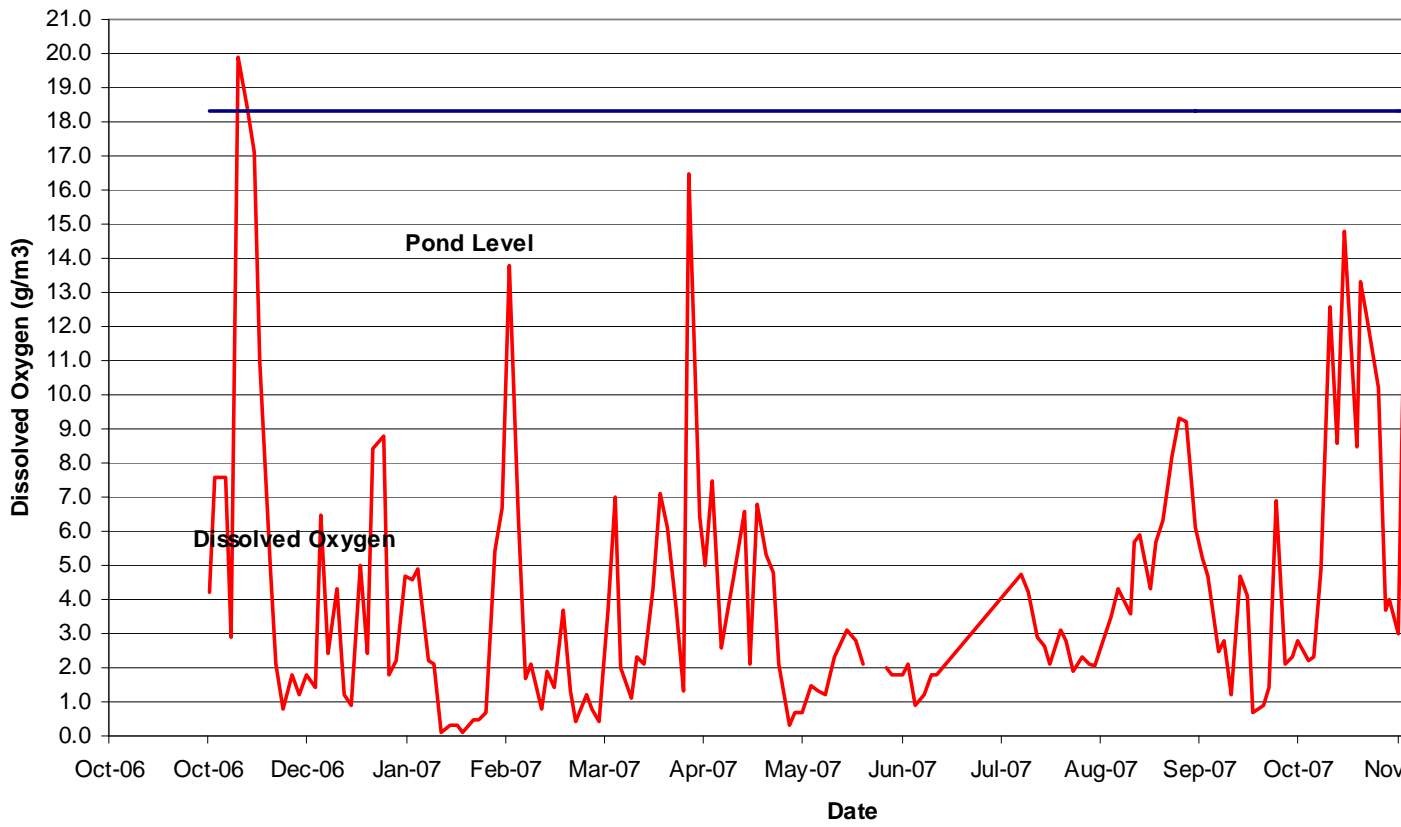
6.0 Pensioner units

Based on the reduced scope of works Council received prices from 3 contractors. Council is now investigating the financial feasibility of the project to be able to make a decision as to whether or not this project can be implemented.

**Water Demands & Sewer Flows
(November 2006 - November 2007)**



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



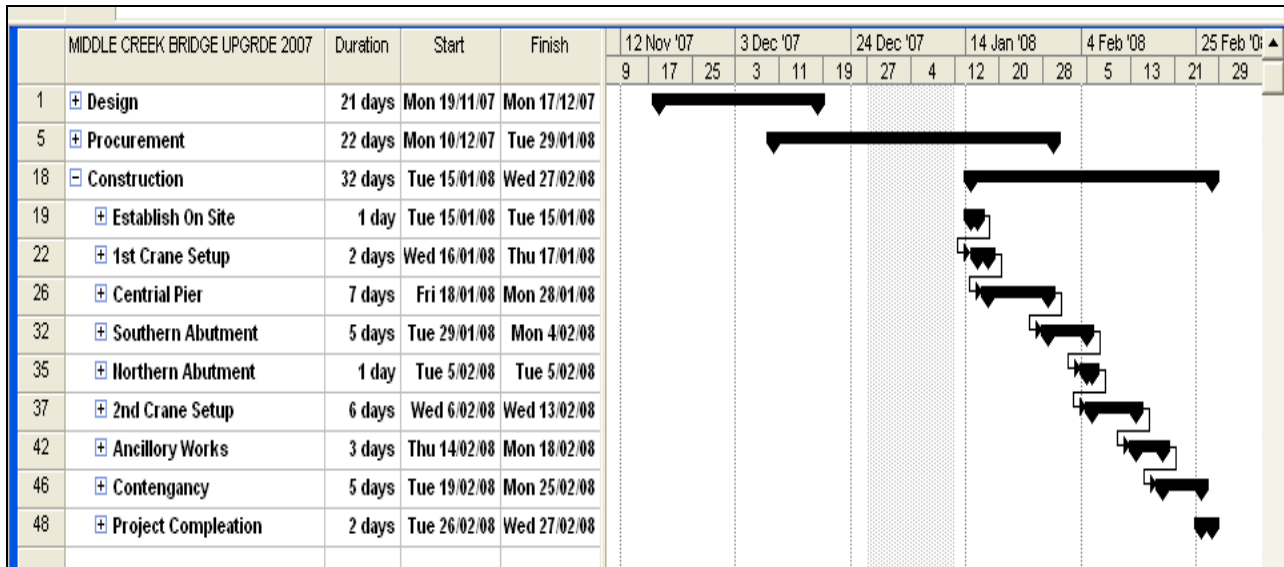
ROADING REPORT

1.0 Bridges - Routine Maintenance

Works on the deficiencies identified in the 2007 Bridge Inspection report is in progress with Wiffins Bridge and Greenburn Bridge completed. The three monthly rolling programme has been submitted and tied to expenditure budget.

2.0 Middle Creek Bridge – Work Progress

The upgrade works for Middle Creek Bridge is progressing as reported in the last Council meeting and the schedule below is still valid:



3.0 Stock Effluent on Council Roads

This is still pending

4.0 Resealing Contract

The pre-seal preparatory works has been identified, priced and is scheduled to be completed by February 2008 when the reseal work is slated to commence.

5.0 Maintenance Graveling 2007/2008

The Roads maintenance gravelling program for this financial year 2007/2008 is programmed to be completed in May – June 2008 when the weather is a bit wet.

6.0 Inspections

Roading inspections are being completed as per contract specifications.

7.0 Vegetation Control

Apart from the Inland Road the spraying of the sealed rural road edges has been completed. Majority of the roads edges have been mowed with the balance to be completed early December.

8.0 Speed Limit Review

The rating of 47 roads under consideration for a Speed Limit Review has been completed and a full proposal to amend the bylaw will be submitted at next Council meeting.

9.0 Kea Crossing – Ludstone Road

The construction of the Kea Road Crossing is progressing and is slated for completion by the 21st December 2007

10.0 Monthly Performance Report

	Performance Indicators	Type	Response	Number	Within Period	% Conforming
3	Surfacing	Strategic	6 Weeks			
4	Surfacing	Local	8 Weeks			
5	Digouts	Strategic	6 Weeks	7	7	100%
6	Digouts	Local	8 Weeks			
7	Depressions	Strategic	6 Weeks			
8	Depressions	Local	8 Weeks			
9	Edge Break	Strategic	6 Weeks			
10	Edge Break	Local	8 Weeks	8	8	100%
11	Shoulder Maintenance	Strategic	6 Weeks			
12	Shoulder Maintenance	Local	8 Weeks			
13	Potholes	Strategic	2 Days			
14	Potholes	Local	7 Days	36	36	100%
15	Detritus & Slip Removal	Strategic	2 Days	1	1	100%
16	Detritus & Slip Removal	Local	7 Days	4	4	100%
17	Drainage	All	12 Hours			
18	Unsealed Pavement Potholes	Local	7 Days	821	821	100%
19	Unsealed Pavement Digouts	Local	6 Weeks			
20	Edge Marker Post	All	7 Days	33	33	100%
21	Signs and Chevrons	All	24 Hours	19	17	89%
22	Sight Rails and End Markers	All	48 Hours			

11.0 Completed work for the reporting period

Road Name	Potholes	Digouts	Edge Break	Emergency Work	Grading	Bridges	Marker posts	Signs	Various
AUSTIN STREET	13								
AVOCA STREET	1								
BAY PADDOCK ROAD	1								
BEACH ROAD	46				21st			4	
BLUE DUCK VALLEY ROAD	42				1				
BLUNTS ROAD	9				26th				
CHAPMANS ROAD	42				19th			2	
DAIRY FARM ROAD	13								
DEAL STREET	4								
EAST LANE	19				17th				
ELLERTON VALHALLA ROAD					16th				
ESPLANADE ROAD	1		7.1m						
FACTORY ROAD					21st				
GREEN LANE					19th				
HAPUKU ROAD			1.5m						
HAWTHORN RD EAST	1								
INLAND ROUTE RS00/0		182.55m2					33	4	
INLAND ROUTE RS16/0					1	1		1	
KAKA ROAD	1								
KEKERENGU VALLEY ROAD	124				2nd & 16th				
KILLARNEY STREET UPPER	1								
KIWA ROAD					16th				
KOTUKU ROAD	1		5.5m						
KOWHAI FORD ROAD					28th				AP20
LOWER WARD STREET			2.4m						
MILL ROAD	2		.5m						
MIROMIRO DRIVE									
MOA ROAD	2								
MOANA ROAD									
MOUNT FYFFE ROAD	10				28th	1			
POSTMANS ROAD	16		1m		19th			4	
PUHI PUHI ROAD	366				2	21st			
RED SWAMP ROAD								2	
SCHOOLHOUSE ROAD	7								
SCOTTS ROAD	98				27th				
SKEVINGTONS ROAD					21st				
SOUTH BAY PARADE								2	
TAKAHANGA TERRACE	1								
TUI ROAD									Widen
VALLEY ROAD	23								
WHALEWAY STATION ROAD					1				
WIFFINS ROAD	13					1			
WILDERNESS ROAD					21st				

All the stormwater sumps have been sucked and the entire Kerbs Channels were mechanically swept.

12.0 Safety, Quality and Environmental

Safety

There was one safety issue raised in November. When one staff member was outside refueling the grader, the operator's clothing caught the drive lever causing a small jerk. The rippers and blade were down so risk was minimal; however process has been changed so that only operator fuels up.

Traffic Control

There were no quality issues in November and no traffic delays on the Kaikoura network in the last four weeks

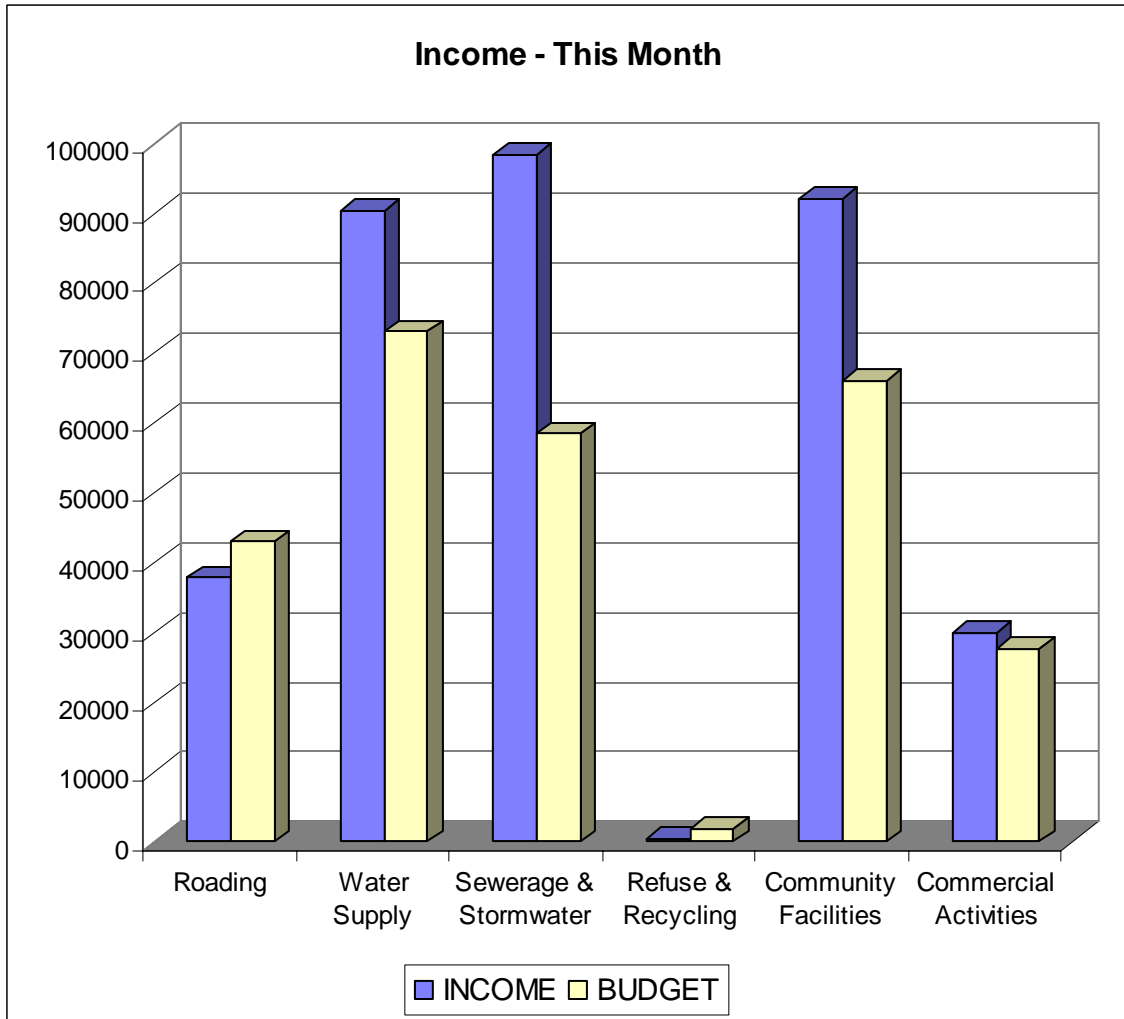
Quality

There were no quality issues in November.

Environmental

There were no environmental issues in November.

Works & Services Budget Report



Expenditure - This Month

