

**KAIKOURA DISTRICT COUNCIL WORKS AND SERVICES
COMMITTEE MEETING HELD ON WEDNESDAY 18 MAY
2011 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 20/04/2011

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4. Minutes Action and Issues List Update

MEETING	ACTION REQUIRED	BY	DATE ACTIONED
	<i>20 APRIL 2011</i>		
Works & Services	Investigate the possibility of resource consent to leave material from the slip at Blue Duck Valley Road in the area.	Asset Manager	Refer report included on page 7.
Works & Services	Provide a report on the legal and financial implications of slips on roads for Council.	Chief Executive Officer	A verbal update will be provided at the meeting.
Works & Services	Provide to the Asset Manager the size of the Rugby World Cup banners.	Councillor Macphail	Completed.
Works & Services	Contact J Snushall regarding the installation of the camera at the toilets.	Asset Manager	Refer report included on page 4.
Works & Services	Investigate options regarding the installation of water take meters before going to the expenses of purchasing meters.	Asset Manager	A verbal update will be provided at the meeting.
Works & Services	Provide approximate costs if there are different grades of electronic water meters on a cost per site basis for water take meters.	Asset Manager	Refer report included on page 2.

5. Reports:

- **Works and Services Report** *page 1*
- **Roading Report** *page 7*
- **Works and Services Budget Report** *page 20*

6. Urgent Business

7. Works & Services Public Excluded Session

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

- a) Tender Evaluation West End Sewer Renewals*
- b) Road Maintenance Management Contract*

The general subject 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 of the Local Government Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each to be considered	Reason for passing this resolution in relation to each matter	Grounds of the Act under which this resolution is made
Tender Evaluation West End Sewer Renewals	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to protect information where making available of the information would be likely to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) and 7(2)(b)(ii)
Road Maintenance Management Contract	The exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to protect information where making available of the information would be likely to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) and 7(2)(b)(ii)

WORKS AND SERVICES REPORT

1.0 WATER SUPPLY

Urban Water

Operations – Kaikoura Urban Supply

The Kaikoura Urban supply operated fairly well during the reporting month.

Operations – Suburban Supply

There were no major problems with this system during the reporting month.

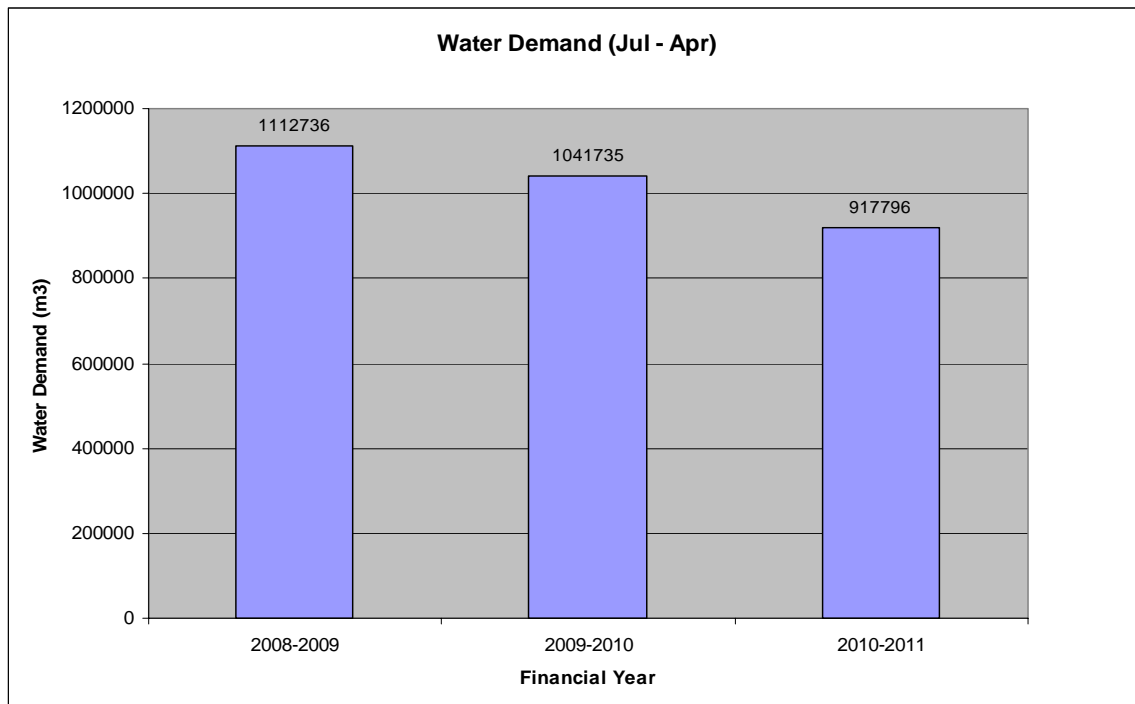
Water Demand

Table 1 below shows the water demand for the reporting month measured from the Mackle's bore while figure 1 on page 5 shows the yearly cumulative water demand since 2007.

<i>Water Demand (m³/day)</i>				
	<i>Min (m³)</i>	<i>Avg (m³)</i>	<i>Max (m³)</i>	<i>Total Demand (m³)</i>
<i>Feb 2011</i>	2826	3583.5	4677	100,337
<i>Mar 2011</i>	2312	2839	3567	88,009
<i>April 2011</i>	2184	2525	2921	75615

Table 1: Water Demand for reporting period

Based on the financial year calendar, the cumulative water usage (demand) to date is shown in fig 1 below.



Kincaid Water Supply

There were no major issues with the Kincaid supply during the reporting month.

Work for the construction of the new shed to house the treatment system for the Kincaid supply has commenced.

Council is in receipt of the Filtration and UV equipment. We anticipate that the treatment system will be up and running by June 30th.

Water Upgrades /Renewal Projects - Capital Assistance Programme (CAP)

Peninsula Tank

We have been provided with an update from Chorus regarding the area of land for the erection of the Peninsula Reservoir. To date Chorus has:

1. Undertaken some investigations however they need to do some further investigation into whether our proposal would be feasible without causing issues or interference with operation at their site.
2. Requested some details on the height of the proposed water reservoir which they will use to undertake some calculations to understand the impact on their equipment.
3. If further investigations show that erecting our tank at the site is feasible without interrupting their operations we will need to follow the correct process in relation to public works acquisition and disposal.

We are also waiting for a response from the Ministry of Health regarding our request for an extension of time for completing the works.

Water Take Metering

We were asked to get costs for the meters that would be required.

Fernleigh

The Fernleigh water supply is already connected to the telemetry. The cost to supply a meter for this site will be approximately \$2000.00 which excludes the cost of installation.

Kincaid

The most likely location for a meter on the Kincaid site is close to the reservoir where telemetry already exists. Based on the type of meter it would cost approximately \$3000.00 to supply the meter however the cost of installation is not included in this. It is anticipated that the cost will be approximately \$2000.00

East Coast

East Coast Supply is not connected to the telemetry and hence will require approximately \$10,000.00 to provide this system to the facility. The cost for the meter is approximately \$1500.00 and excludes the cost of installation.

Oaro

Oaro water supply is not connected to the Telemetry and will require approximately \$5000.00 to get telemetry to the site. The cost for the supply of the meter is approximately \$3000.00 and does not include installation cost.

2.0 SEWER SYSTEM

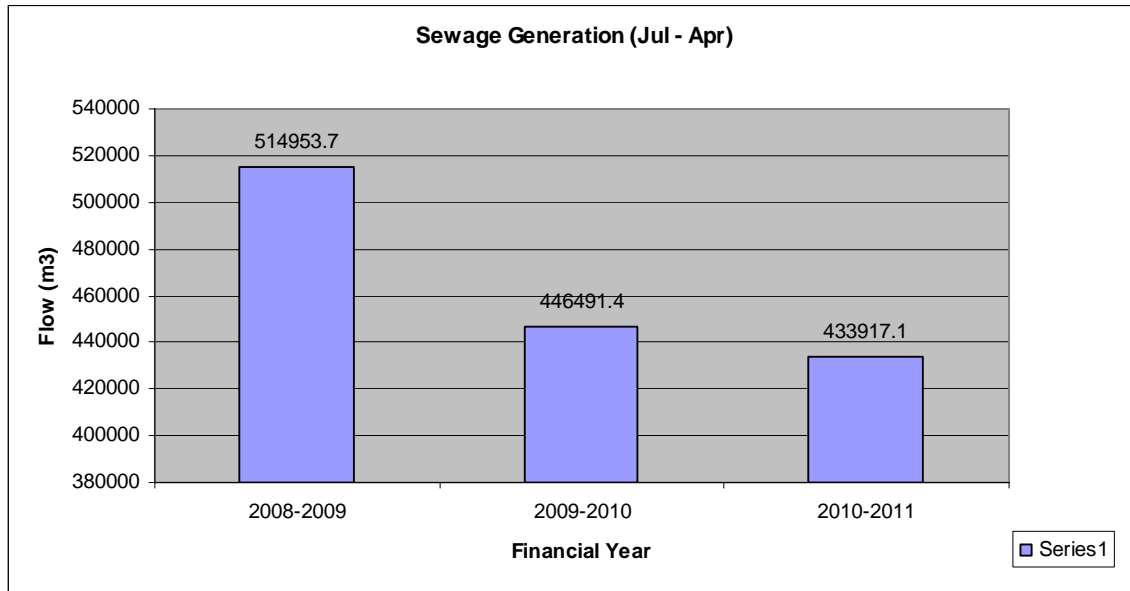
Table 3 below shows the average sewage flows for the reporting month as measured at the Mill Road pumping station while figure 2 on page 6 shows the sewage generation to date in comparison to previous years.

The total flow for the month of April 2011 was approximately 47,301m³

<i>Sewage flows (m3/day) – Mill Rd</i>			
	<i>avg</i>	<i>max</i>	<i>Total Flow</i>
<i>Feb 2011</i>	1572	2093	44004
<i>Mar 2011</i>	1598	2820*	49535
<i>April 2011</i>	1526	2043*	47301

Table 2 : Sewage generated for reporting period

The measured Dissolved Oxygen (DO) averaged 3.4mg/l for the reporting month.



We are still awaiting the supply of the new pump for the South Bay pumping Station.

2.1 Sewer Renewals

Please refer to the public excluded section for this report.

2.2 Aerated Lagoon

The civil works for this new asset are progressing. At the time of writing this report the sub-contractors for the HDPE liners are expected to be in Kaikoura to install the liner the week of May 15, 2011 this is weather dependent.

The power supply has since been upgraded by Mainpower and the foundations for the blower shed have been poured.

The contractor for the aeration equipment is due to start installation late May and it is anticipated that all the works will be completed by June 30th, 2011.

3.0 STORMWATER

Urban Stormwater

There were no major issues for the reporting month.

Sullivan's Gully stormwater system upgrade is progressing fairly well and is approximately 85% completed.

4.0 PARKS AND RESERVES

The parks and reserve sites are in fair condition, the rainy days over the month have prevented some areas from being sprayed however the contractor is trying to ensure the areas are maintained accordingly.

5.0 PUBLIC TOILETS

The toilets are in fair condition.

At the last Council meeting it was indicated that we would contact John Snushall to see if the camera can be reinstalled however since then Cactus security was in Kaikoura and we took the opportunity for them to look at the camera and found out that the camera is completely damaged.

Cactus security has been contacted about supplying and installing a new camera however they will not be able to do this until the week of May 22, 2011 at a cost of \$1850.00 (exclusive of GST).

6.0 Natural Burials

Gilbert Haymes and Associates will be in Kaikoura the week of May 16th to complete the field work for the survey of the cemetery with the plans to be submitted the following week that is:

1. Stage 1 (Approximately \$3,000.00) – site survey, preparation of topographical plans and calculation of remaining areas.

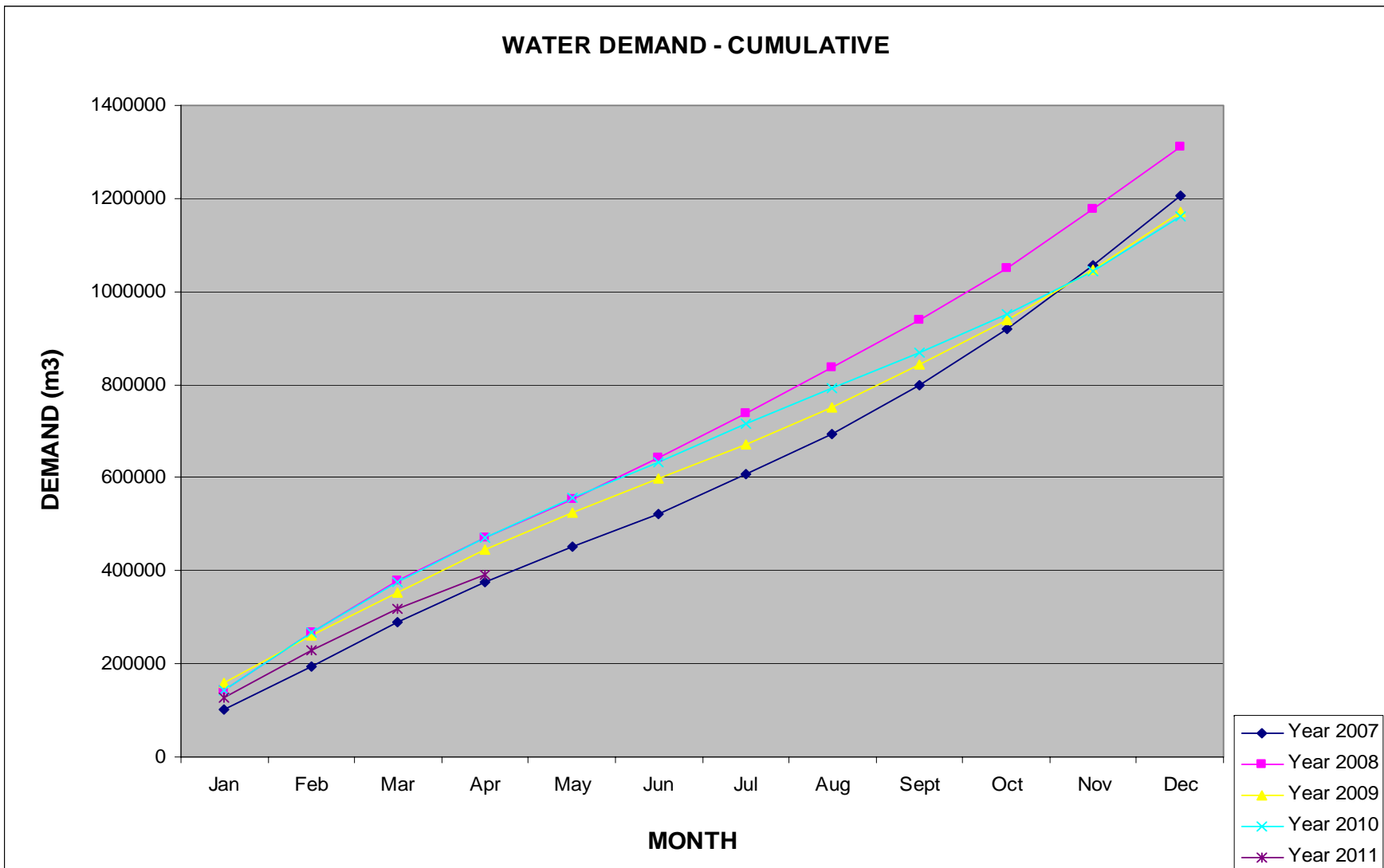


Figure 1: Yearly Cumulative Water demand

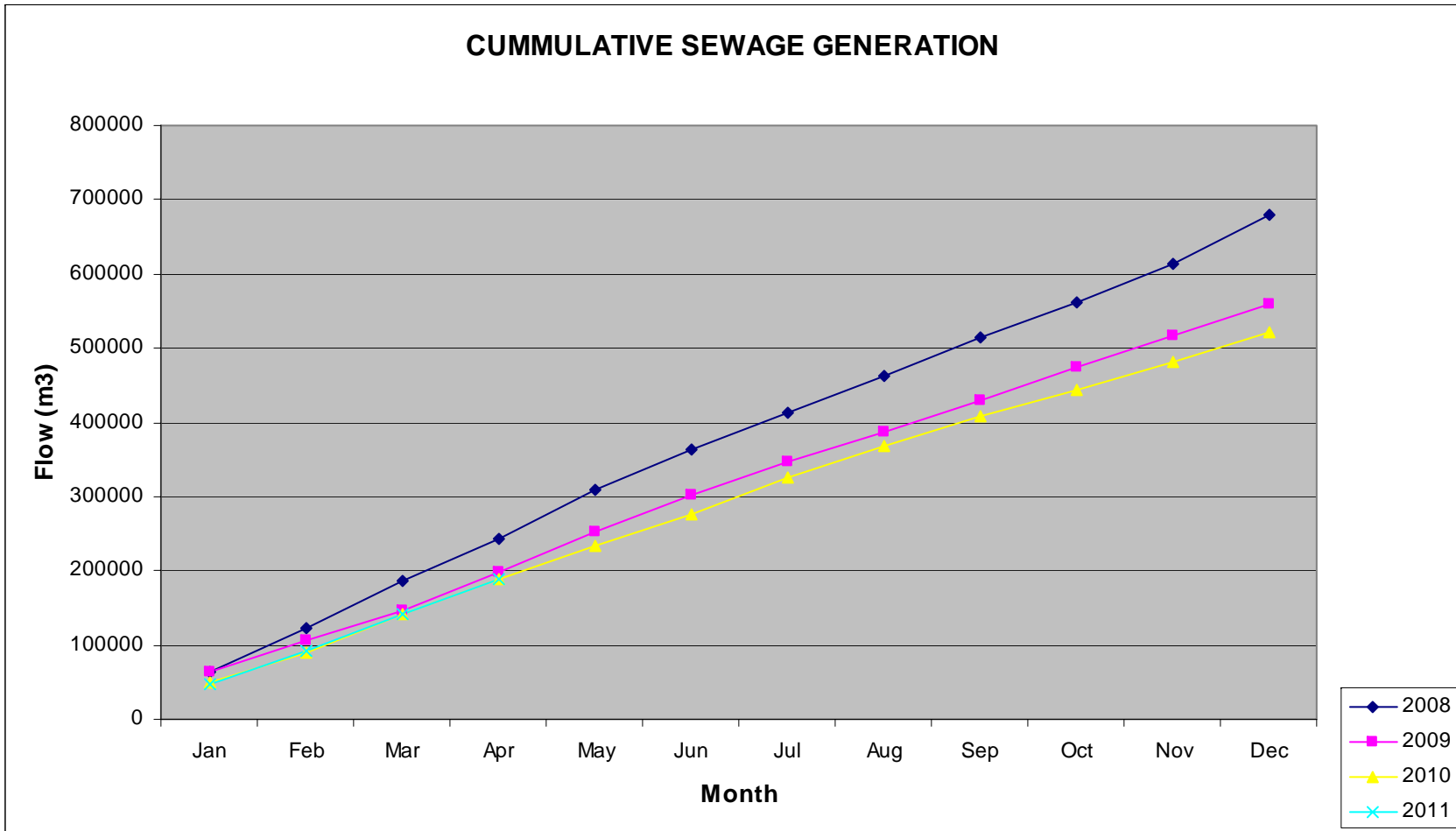


Figure 2: Yearly Sewage Generation

ROADING REPORT

1.0 Blue Duck Valley Road

The land slip at Blue Duck Valley Road continues to come down. The contractor cleared the slipped material off the road on the 18/04/2011 and again on 24/04/2011.

Mr K Hamilton blocked off the road on the 24th April and would not let the contractor through to clear the road. Councillor Diver, K Heays (on behalf of Environment Canterbury) and myself visited the site on the same day. Councillor Diver convinced Mr Hamilton to remove his truck which was blocking the road.

We have asked K Heays to consider the option of placing the slip material over the side of the road instead of carting it away. We are expecting a response/decision from Environment Canterbury by mid May 2011.

2.0 West End Car Park

The table below shows the revenue and expenditure generated from the West End Car Park since 2009. From 2009 to 2011 there is a deficit of \$826.43; this deficit can be attributed to both the breaking down of the old machine and the current low fees being charged.

	2009	2010	2011
Revenue			
Traffic Infringement Fees	938.00	288.50	424.30
Court Fees Recovered	448.20	0.00	0.00
Pay & Display Fees	4,971.18	8,169.79	10,580.61
	6,357.38	8,458.29	11,004.91
Personnel & Personnel Related 20%			
Personnel & Personnel Related 20%	3562.784	3674.476	3138.964
Court Filing Fees	243.34	145.55	122.68
General Expenses	542.24	416.17	197.79
Corporate Overheads 20%	1884.6	2080.8	1754
Cell Phone	194.622	139.814	146.662
Vehicle Expense 20%	602.4	609.6	444
Pay & Display Maintenance	764.01	46.01	1,436.49
Maintenance - Roading Cont	800	1000	1000
Annual Depreciation for the Machine	0	850	850
	8593.996	8962.42	9090.586
Surplus/(Deficit)	-2,236.62	-504.13	1,914.32

The current parking fee is \$0.50/hr which we believe is on the low side given the other public amenities that are available to the users such as the public toilets.

Christchurch City Council's general rate for parking is \$3/hr and the Hospital charges \$1.60/hr, Centennial \$0.50/hr for the first 2 hours, then \$2/hr for the third hour (3hr max). Nelson's general

rate for parking is \$1/hr, however some areas use 50c/hr rate and Blenheim charges a 40c or 80c hourly rate.

It is recommended that the parking fee be increased from 50c per hour to \$1 per hour effective from 1 July 2011.

It is believed this is a reasonable charge. This increase in the fee to \$1/hr will generate approximately a surplus of \$10,000/year.

3.0 Work Completed

In addition to other routine maintenance work the following were completed:

The contractor repaired 1857 potholes of which 1840 were on unsealed rural roads, 2 on Inland Road and 7 within the township. The following roads were graded during the month of April:

- Blue Duck Valley Road
- Brunels Road
- Factory Road
- Kiwa Road
- Lovers Lane
- Pooles Road
- Puhi Puhi Road
- Topline Road
- Postmans Road
- Mt Fyffe Road x 2
- Skevingtons Road x 2

4.0 Vegetation Control

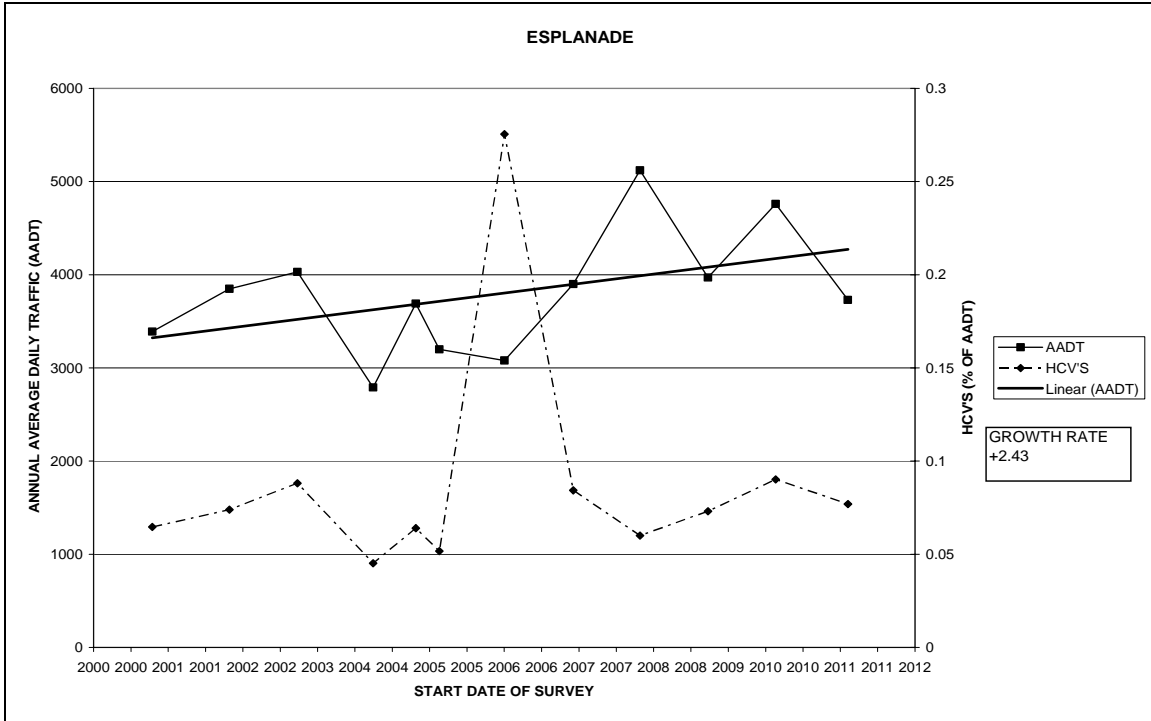
Mowing of rural roads has been completed

5.0 Traffic Count

Traffic Count for the month of April 2011 was on Esplanade, Harnetts Road and Inland Road

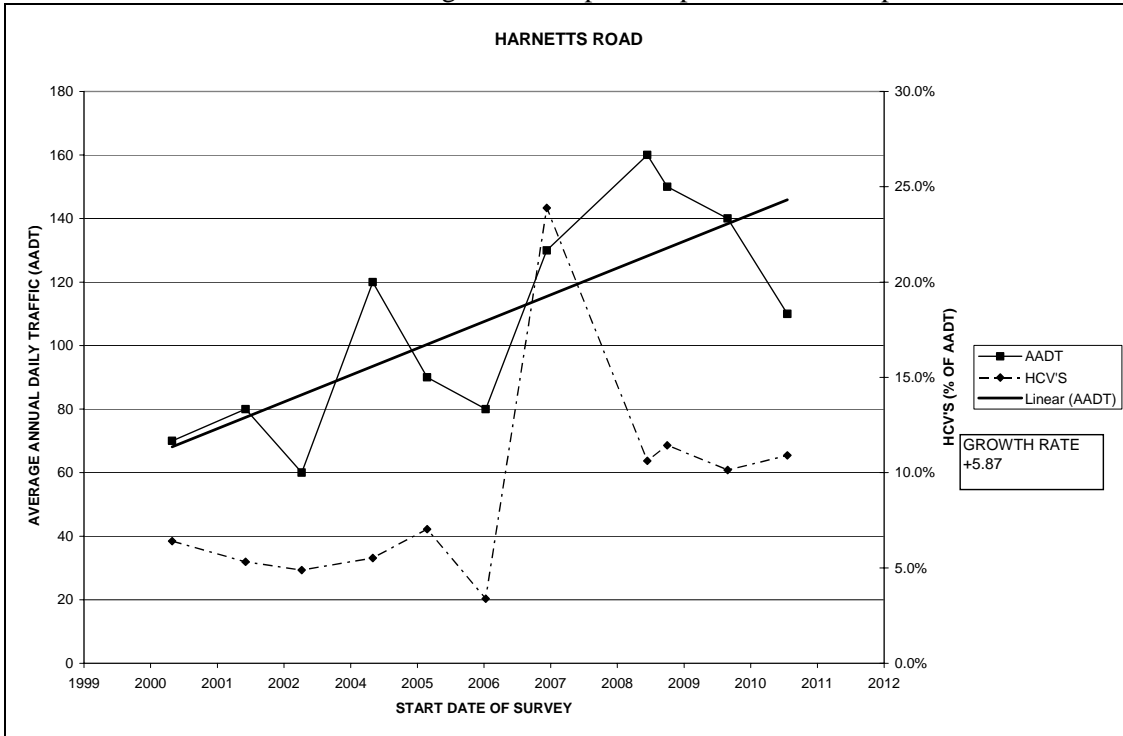
Esplanade – 3746 Vehicles per Day (vpd)

The average annual daily count 3730 and the overall AADT growth rate since 2001 is 2.43%. 37.4% of the vehicles were travelling above the posted speed limit of 50kph



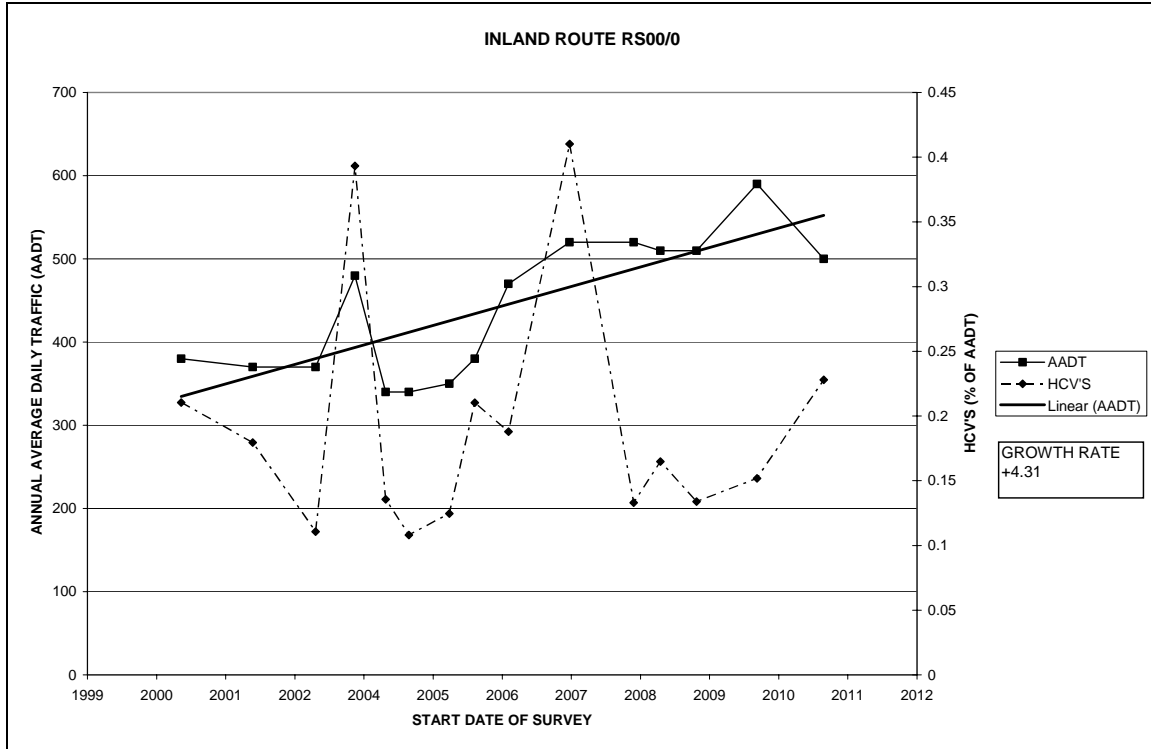
Harnetts Road– 116 Vehicles per Day (vpd)

The average annual daily count from 110 and the overall AADT growth rate since 2001 is 5.87%. 78.2% of the vehicles were travelling above the posted speed limit of 50kph.



Inland Road RS 00/00 - 491 Vehicles per Day (vpd)

The average annual daily count for 2011 is 500 and the overall AADT growth rate since 2001 is 4.31%. 20% of the vehicles were travelling above the posted speed limit of 100kph. 14% of these were travelling between 100 and 110kph.



Copies of the traffic count reports are sent to the Kaikoura Police for their information.

6.0 Quality

There were no quality issues during April 2011

7.0 Environmental

There were no environmental issues during this reporting period.

8.0 Traffic Control

There were no traffic control issues to report for the period.

9.0 Monthly Performance Report – April 2011

Performance Indicators	Type	Response	Response	Number	Outside Period	% Acceptable
Surfacing	Strategic	6 Weeks	42	6	0	100%
Surfacing	Local	8 Weeks	56	2	0	100%
Digouts	Strategic	6 Weeks	42	1	0	100%
Potholes	Strategic	2 Days	2	9	0	100%
Potholes	Local	7 Days	7	8	0	100%
Detritus & Slip Removal	Strategic	2 Days	2	1	0	100%
Detritus & Slip Removal	Local	7 Days	7	2	0	100%
Drainage	All	12 Hours	1	4	0	100%
Unsealed Pavement Potholes	Local	7 Days	7	1840	0	100%
Edge Marker Post	All	7 Days	7	14	0	100%
Signs and Chevrons	All	24 Hours	1	2	1	50%
Sight Rails and End Markers	All	48 Hours	2	0	0	

10.0 Inspections

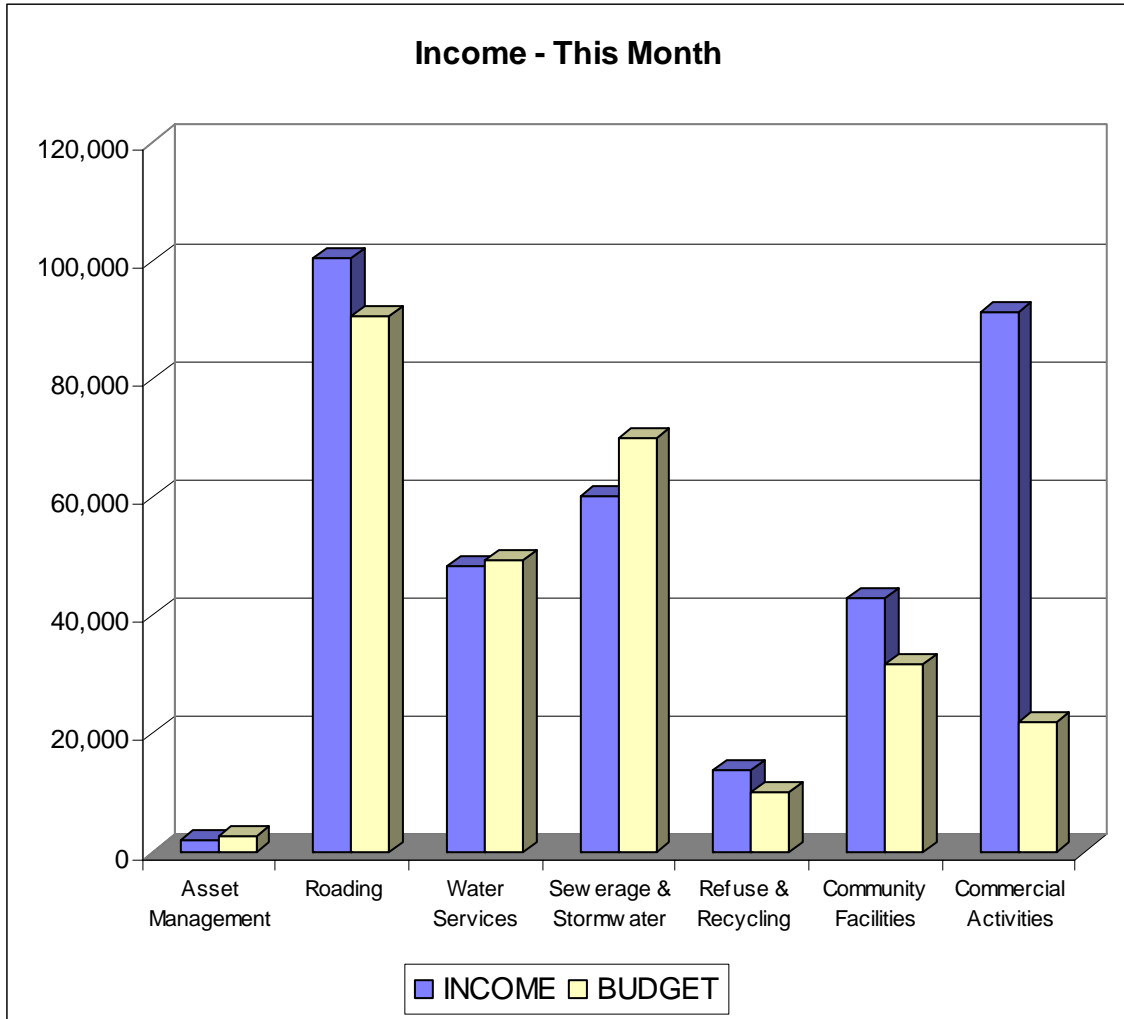
The monthly roading inspection is being carried out as specified.

11.0 Summary of Work Completed in the Period

Road Name	Potholes	Other Sealing	Emergency Work	Grading	Surface Debris	Drainage	Markerposts	Signs	Other Signage
AVOCA STREET	6 potholes repaired								
BAYVIEW STREET						Bolt to strap down grate			
BLUE DUCK VALLEY ROAD			Clear slip K Hamiltons 18/04 and 26/04	Graded					
BRUNEL ROAD				Graded					
CHAPMANS ROAD	62 potholes repaired								
DAIRY FARM ROAD			Repair muddy slippery approach to Smiths Bridge						
DEAL STREET								Reattach B&B sign	
EAST LANE	10 potholes repaired					Clean out blocked culverts			
ELLERTON VALHALLA ROAD	19 potholes repaired								
ESPLANADE ROAD	2 potholes repaired	Buildup low spots							
FACTORY ROAD				Graded					

YARMOUTH STREET		2nd coat seal cnr Yarmouth and Torquay St							
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Works and Services Budget Report



Expenditure - This Month

