

KAIKOURA DISTRICT COUNCIL
WORKS AND SERVICES COMMITTEE MEETING

Date:	28 March 2019
Time	9:00am
Location	COUNCIL CHAMBERS, 96 WEST END, KAIKOURA.

AGENDA

1. Apologies
2. Declarations of Interest
3. Matters of Importance to be raised as Urgent Business
4. Minutes to be Confirmed:
 - Works and Services 30 January 2019 page 2
5. Works and Services Bi-Monthly BAU Report page 6
 - ROADING 3 MONTH ROLLING PROGRAMME
 - ROADING MONTHLY REPORT – DECEMBER 2018

MINUTES OF THE KAIKŌURA DISTRICT COUNCIL WORKS AND SERVICES COMMITTEE HELD AT 9:30AM ON WEDNESDAY 30 JANUARY 2019, AT COUNCIL CHAMBERS, 96 WEST END, KAIKŌURA

PRESENT: Councillor D Millton (Chair), Mayor W Gray, Councillors N Pablecheque, J Howden, C Mackle, T Blunt, L Bond

APOLOGIES: Councillor Harnett
Moved by Mayor Gray, seconded by Councillor Bond and resolved that apologies be accepted. Unanimous

DECLARATIONS OF INTEREST:
Councillor Millton – Waipapa Limestone

MINUTES TO BE CONFIRMED:
Works and Services 19 December 2018.
Moved by Councillor Pablecheque, seconded by Councillor Bond and resolved that the works and Services Committee Minutes of 19 December 2018, be confirmed as a true and accurate record. Unanimous.

SOUTH PACIFIC HELICOPTERS:
The Asset Manager was in attendance to present this item.
A further report was presented to Council in relation to a timber deck located on the road in front of the South Pacific Helicopters place of business.
Council Outdoor Dining Licence allowed dining decks and allowed such decks to have advertising promoting the business affixed to the deck structure and furniture however the licence states that its purpose was to provide outdoor dining.
There was no licence attached to this deck as it expired upon the sale/closure of the previous business. When South Pacific Helicopters (SPH) leased the building they did not renew the licence nor did they apply to renew. SPH do not provide outdoor dining.
Further to this, the current signage would be contrary to the Signage Bylaw. The Signage Bylaw allows for sandwich boards or signs hanging from underneath a veranda.
Moved by Councillor Millton, seconded by Councillor Pablecheque and resolved that Council;

- 1. Confirms that car parking spaces should not be leased to commercial organisations for the purpose of advertising; and**
- 2. Confirms that south Pacific Helicopters should be required to remove the timber deck constructed over the portion of road in**

West End normally utilised for parking by 1st March 2019.

Unanimous.

WORKS AND SERVICES REPORT:

The Asset Manager was in attendance to present this report and takes the report as having been read.

Attached was the Three Monthly Programme report provided by Downers. There had been further works completed since the printing off of said report.

The Works and Services Manager had carried out work with Downers and compiled a print out of every identified fault entered into the RAMM system. This equated to approximately 700.

There was a level of concern which they have been given two weeks to review and come back with a programmes on completing the work within budget. The original meeting was for 7 February 2019 however they had requested more time.

Downers first six months was to gain the knowledge, the next step was how to fix the identified problems.

Further discussions on this were moved into Public Excluded due to being Commercially Sensitive.

ROADING:

The damage created by the rain event prior to Christmas came in a \$50,000. This reconfirmed that the funds of \$250,000 set aside in the Three Year Plan was the correct thing to do.

- Parking had been in place since the Christmas period. Feedback was generally good. Parking Wardens had been active with warning being handed out. This was a mixture of locals and visitors.

There was a better turnover of vehicles along the main street and the larger parking spaces were appreciated.

- With regards footpaths, Ultra-Fast Broadband was to be rolled out however Chorus were having problems with Archaeologists which had delayed the programme.

Repairs were being delayed until after the broadband had been installed as we have a 50/50 cost share with Chorus which will allow our budget to go further.

THREE WATERS:

System coped well over Christmas.

The District Health Board (DHB) required that we do the monitoring of Fernleigh as there had been a problem with the chlorine pump. There was a presence of E.coli in the water and the DHB were not

happy to lift the boil water notice (BWN) until the source of contamination was identified.

Downers invoice the members of the scheme for any works completed. There are no clear terms of reference however Council is responsible for Public Health.

PARKS AND RESERVES, BUILDINGS AND FACILITIES:

There were ongoing issues with refuse with large amounts being forced into bins or being dumped beside the bins.

- Suburban Recycling had been inundated with rubbish, old televisions etc. It would appear locals were driving out of to dump their rubbish at this site.
- Mill Road toilets became a bit messy of the Christmas period. It was a standard system with the pipes not filling them quickly enough hence the need for porta loos. The flushing system needed to be improved.
- Work on the Memorial Hall and Cuddons Building was to commence in April however now looking at a start date in May. Funding had been received.
- Two proposals were in to carry out work on the Wakatu Wharf which includes the crane and piles. Need to address both proposals before putting them in front of Council.

D Smiths group were to report on the 'wants and needs' at next Council meeting.

A report was requested on the cost of removing the buildings off Wakatu Wharf or tidying up the area along with a report on whether or not the old aquarium building could be used.

- The Airport Hanger was being used by the operator however still dealing with insurers and working through the legal process.

SOLID WASTE:

The upgrade at Innovative Waste was near completion. This was totally funded by WasteMINZ. An official opening is being planned.

Moved by Councillor Millton, seconded by Councillor Pablecheque that the Kaikoura District Council Works and Services report be received for information. Unanimous.

Moved by Councillor Millton, seconded by Councillor Mackle that the public be excluded from the following part of the proceedings of this meeting, namely;

- a) Downers Performance***

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
Downers Performance	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.	Section 48(1)(a) and 7(2)(b)

Report to:	Works and Services Committee
Date:	20 March 2019
Subject:	Works and Services Bi-Monthly BAU Report
Prepared by:	Rashid Siddiqui – Works & services Manager
Input sought from:	Bruce Apperley – Community Facilities Engineer Christian Roy - Water and Wastewater Engineer
Authorised by:	Angela Oosthuizen - CEO

PURPOSE AND ORIGIN:

The purpose of this report is to provide the Committee with a bi-monthly overview and status update on business as usual (BAU) activities.

Works and services includes:

- maintenance and operation of the local roading and footpath network and associated infrastructure (bridges, signs, street lights, road marking, barriers etc.)
- maintenance and operation of 3 waters networks and schemes
- operation of recycling, waste minimisation and solid waste disposal
- maintenance of reserves, parks and toilets
- maintenance of community facilities
- maintenance of airport and harbour infrastructure

ROADING:

Road Maintenance Contract

The road maintenance contractor (Downer) submitted the schedule of prices and monthly fixed sums in February for as part of the six – month contract review. These proposed rates are now being reviewed by staff for reasonableness and against affordable levels of service. The finally agreed schedule rates will be used to undertake the road maintenance works for the duration the contract from 1 July 2019. The next review meeting is scheduled for early April to finalise the item rates and parameters.

The contractor (Downer) have submitted a 3 month roll over program with estimates attached as Appendix 1. This programme includes \$78,922 for Sealed Pavement Maintenance, \$88,142 for Unsealed Pavement Maintenance, \$91,449 for Drainage Maintenance, and \$260 for Traffic Services (Signs & Road Markings). Downer have also submitted a programme of \$614,133 for NCTIR Haul Routes. Staff have approved the programme for next 3 months, with priority set on unsealed roads, drainage, and vegetation control.

To the end of February the maintenance works expenditure is around 76% of the total annual routine maintenance budget.

Tui Street, Avoca Street, Kotare Place have been re-sealed and Fyffe Quay will be completed during April.

Parking

Revised parking signs and markings in the town centre are complete now.

Footpaths

KDC Staff and Chorus have agreed on footpath reinstatement programme and cost sharing as a results of the Ultra-Fast Broadband (UFB) roll-out works. Chorus will be carrying out temporary

reinstatements post installation works. They will share the costs of full reinstatement with KDC footpath maintenance and renewal program through the council's road maintenance contractor.

THREE WATERS:

Water Supply

Boil Water Notice Update

Kaikoura Urban

A Boil Water Notice (BWN) for Urban Scheme was put in place on 10th March 2019 following a single E-Coli detection from the water sampling point at the Fords No 3 reservoir.

Staff are taking all steps to mitigate all potential causes that contributed to the E Coli detection.

The following remedial works have been undertaken;

- Extensive communications through Facebook, Council website, letter drops, signs on public facilities, press releases and road signs,
- Contact with at risk facilities such as schools, hospital and visitor accommodation,
- daily testing of water samples at Mackles bore, Fords Reservoirs, Peninsula Reservoir
- protecting Mackles bores from intrusion through an interim sealing membrane and raised ground level. Permanent repairs are part of the earthquake repair programme,
- calibration testing of chlorination units,
- raising the chlorine dosage (within permitted limits) to mitigate any potential ongoing contamination in the water supply system and ensure minimum residual chlorine levels throughout the system,
- cleaning & disinfection of bladder top at the Fords Reservoir.

Further planned actions for the coming two weeks are;

- Cleaning and disinfecting the Fords No 3 reservoir,
- Installing new pipework to enable the bladder reservoir to be bypassed.

These actions are the outcome of extensive investigations since the testing transgression and should enable the BWN to be lifted in two to three weeks once approval is given by the Medical Officer of Health.

The bladder will be permanently taken out of service once Fords No3 has been cleaned, re-filled and tested as part of the programme to replace the earthquake damaged No2 reservoir.

Other Schemes

Boil water notices (BWN) already in place in Fernleigh, Kaikoura Suburban and the East Coast (Clarence) Supply Schemes.

East Coast BWN and Suburban BWN have been in place since the November 2016 earthquake.

The Fernleigh BWN was put in place on 24 December after notification of an e-coli transgression through monitoring tests.

The details around each of these follows.

Suburban Kaikoura Water Supply

No change

East Coast Water Supply

No change

Fernleigh Water Supply

Has received three clear consecutive tests since Christmas. Canterbury DHB has required the BWN to stay in place pending the outcome of an investigation by Downer into the contamination source.

It should be noted that this scheme is managed and operated by Downer and Council's role is only to monitor scheme performance.

Water Safety Plans

WSPs are required for each scheme. This status of work for all schemes is as follows:

- 1) Oaro - approved
- 2) Ocean Ridge - approved
- 3) Kaikoura Urban – approved
- 4) Kincaid – approved
- 5) Peketa – approved
- 6) Fernleigh – approved
- 7) Kaikoura Suburban – approved
- 8) East Coast Rural – on-hold pending discussions on future options

Scheme Performance

No Change.

Other schemes, except Urban Scheme are performing well with no significant supply issues.

Wastewater System

Scheme Performance

No significant issues with the wastewater system.

Stormwater Systems

Scheme Performance

No issues

PARKS AND RESERVES, BUILDING AND FACILITIES:

4.1 Parks and Reserves

Trees have required felling in some locations following high winds. This was for safety reasons but will impact remaining budgets.

Walkways asset assessment walkover surveys have been started.

Flush improvements have been made at Council's Mill Road toilet. No major concerns were reported elsewhere. Further improvements at West End are scheduled for after Easter.

4.2 Buildings

4.2.1 Memorial Hall

Detailed design has been completed, the cost estimate has been checked and tenders have been called from selected tenderers with the required capabilities. Contract letting is scheduled for 18 April. The building consent process has been commenced.

The currently scheduled construction start date of 6 May is a week later than previously advised. Scheduled completion dates for the supper room and main hall remain well within the advertised reopening dates. Estimated costs remain within budget.

4.2.2 Cuddon Building

The contract for the Memorial hall also includes the Cuddon building. The Cuddon building works will be integrated with refurbishment to be carried out by the Op Shop, while maintaining safety for all parties. Disturbances to Op Shop trading will be minimised.

4.2.3 Scout Hall

An application for Lotteries earthquake funding to repair the part of the floor affected by the earthquake has been turned down until safety and accessibility improvement works have been better defined and Council and community funding and/or other resources for those works have been confirmed. The annual plan will be adjusted to suit. As noted previously, other refurbishment work is expected to have to wait for community resources to become available.

4.2.4 Old Council Building

The 3 Year Plan was for this building to be closed and secured. Plunket and other similar groups have approached staff asking if they can use the building in return for paying for work to bring safety and accessibility up to the necessary levels. A consent application is under way.

4.3 Wharves and Jetties

Faults with the South Bay ramp pay and display machine card and coin systems have continued. Repairs will be made for now. Machine replacement with a number plate reading system will be investigated at this site and in the West End carpark.

A review of recreational and commercial parking and commercial group marshalling areas is to be part of a wider review of operational spaces and fees and charges. This wider review has been paused pending a provincial growth fund application that could result in more fundamental changes to the harbour.

Essential repairs to fender timbers were carried out at the Wakatu wharf. The PGF application is expected to include this wharf and its surrounds as well.

4.4 Kaikoura Airport

CAA has put KDC's application for operational layout changes out to final consultation. A response is expected by end March.

A strip of scrubby vegetation seaward of the sealed runway was cleared and sown down in grass to provide a compliant runoff area.

The terminal repair building consent application engineering has been completed. Earthquake sewerage repairs are under way. Building works are currently expected to commence in mid-April. The terminal should remain fully operational throughout.

A meeting of the parties related to remedial works to Council's hangar that was scheduled for 5 February did not occur. Arbitration proceedings were then initiated by KDC and this action is bringing focus on resolution and carrying out of remedial works. That will take some months yet.

5 SOLID WASTE:

5.1 Waste and Recycling Centre

The \$600,000 project to upgrade and improve the Resource Recycling Centre is complete including the final traffic and signage layout. The new layout and facilities continue to work well. A further \$30,000 of improvements funded by the Ministry for the Environment were completed.

Closed circuit TV has been installed to address the behaviour of a small number of users who object to the charging regime/new procedures.

5.2 Kerbside Collection and Street Litter

Some locals are still disposing of residual household and commercial waste in street litter bins and at recycling sites. Fly dumping has also increased. Council and IWK staff have initiated a communications programme and other initiatives to manage this.

Public recycling and litter bins have been mapped and assessed. Some need to be relocated and some in the town centre are not needed. A full paper on the issues will be brought to the committee once potential solutions have been evaluated as part of the Waste Management Plan work.

COMMUNITY OUTCOMES SUPPORTED

Choose all that apply from (delete any that do not apply)



We value, protect and enhance Kaikōura’s unique natural environment and biodiversity and sustainably manage disposal of waste.



Our community is resilient, safe and well and has their essential needs met



Our infrastructure, housing and community facilities are easily accessible, cost effective and able to withstand our natural hazards.

SIGNIFICANCE OF THE DECISION

This decision is not considered significant in terms of Council’s Significance and Engagement Policy

RECOMMENDATION

That Council:

- 1. Receives the report.***

ATTACHMENT 1 – ROADING 3 MONTH ROLLING PROGRAMME

ATTACHMENT 2 – ROADING MONTHLY REPORT – DECEMBER 2018