

KAIKOURA DISTRICT COUNCIL
WORKS AND SERVICES COMMITTEE MEETING

Date:	1 May 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 28 March 2019 page 2
- 5.** Works and Services Bi-Monthly BAU Report page 5
 - ROADING MONTHLY REPORT

**MINUTES OF THE KAIKŌURA DISTRICT COUNCIL
WORKS AND SERVICES COMMITTEE
9:00AM THURSDAY 28 MARCH 2019
COUNCIL CHAMBERS, 96 WEST END, KAIKŌURA**

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

APOLOGIES: Councillor Mackle for lateness (9:37am), R Siddiqui
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 30 January 2019
Moved by Councillor Howden, seconded by Councillor Bond and resolved that the works and Services Committee Minutes of 30 January 2019, be confirmed as a true and accurate record. Unanimous.

WORKS AND SERVICES REPORT:

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

Roading:

Downers were currently working on a programme more suited to our needs as the actual programme is much larger than anticipated. Priority 4 was high and priority 5 was essential works.

There are additional funds for unsealed roads with some room to add more roads to the programme however we still need to balance the programme to June which will take us close to budget. There will be underspending. This relates to funding that has been set aside for emergency works. Any funding left over will be carried over to the next year and added to the emergency funds.

The reseal programme was complete as was the parking – which was functioning well.

Footpaths, still in discussion with Chorus re their roll out of broadband which had been delayed. Chorus had requested we not do any resealing works until they had finished installing and tested therefore looking at September/October before we start any footpath resealing.

Three Waters:

A boil water notice (BWN) was issued on 10 March 2019 due to a notification that E.coli had been detected during testing. This was a strange result but all well within limits. Additional sampling points had been installed and as a result E.coli were identified. The BWN was standard procedure as per the District Health Board (DHB). Works were underway and tests were being carried out daily. Chlorine levels had been increased to treat any contamination that got into the system. The roof of the number 3 tank was not in good condition and required cleaning.

Isaacs were due to commence work on the number 2 tank at the site however this had been delayed slightly due to the issues with the number 3 tank.

Pipework was in place with the old bladder eventually being decommissioned. Looking at 4-6 weeks and hoped to have this work completed prior to Easter however the BWN may not be lifted in time as we need 3 consecutive clear tests.

Part of the works being completed included raising the ground level to allow water to run away from the bore and not into it. The Town can run on just number 3 tank.

This repair was all unbudgeted. Further communications to go out now that additional information had been received.

Currently in discussion with the DHB around Rural Agricultural Drinking Water Standards which appears to be a grey area at the moment. Costs are born by the community either via rates or other ways. There was no time frame around this yet.

Met with the committee of the Kincaid Scheme who raised some concerns. Established some protocols for the future and financials will be provided to them in time for Annual Plan. Sharing of costs looking after the intake need to be reviewed. Will go back to the committee on this.

Parks and Reserves:

Some works completed after the windstorm.

Memorial Hall works to commence 1st week May, plus working with the Op Shop Committee relating to work on the Cuddons Building.

The Scout Hall requires safety works to be completed prior to applying for funding as Lottery won't fund until this is done. The \$20,000 originally put aside can be used to make safe.

With regards the Old Council Building, numerous parties were showing interest in utilising this.

Wharves and Jetties:

Wakatu Wharf costs to clean and clear along with some safety works and resealing was looking at around \$400,000.

Kaikoura Airport:

The Airport Safety works was out for consultation with the Terminal repair to commence in the next few weeks.

Solid Waste:

Solid Waste works had been completed with an official opening to be organised by the General Manager if Innovative Waste Kaikoura.

Monitoring how public use and how it operates before installing some concrete kerbing.

Kerbside recycling and waste bins were being revisited with a report to come back in due course.

Moved by Councillor Milton, seconded by Councillor Bond that the Works and Services report be received for information. Unanimous

There being no further business the meeting closed at 9:36am.

Report to:	Works and Services Committee
Date:	16 April 2019
Subject:	Works and Services Bi-Monthly BAU Report
Prepared by:	Rashid Siddiqui – Works & services Manager
Input sought from:	Bruce Apperley – Community Facilities 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 waste collection, recycling and other minimisation and residual 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) is progressing with the maintenance of road works over the period of March and April in accordance with the agreed 3 month rolling programme last month. Key areas covered during March and April are drainage (high shoulders, reshaping surface water channels, etc.), unsealed roads (metalling, grading, and potholes), and resealing. The 2018-19 resealing program comprised sections of four streets, i.e. Fyffe quay, Kotare Pl, Avoca St, and Tui road, which are complete now.

To date, the maintenance works expenditure is around 47% of the total annual routine maintenance budget. The major share of the routine maintenance activities for this month has been undertaken on unsealed roads, drainage, high shoulders, and vegetation control. It is expected that the contractor shall spend 40% budget in April/May mainly on unsealed roads gravelling, drainage, vegetation control and high shoulder removals.

Footpaths

KDC Staff are working with the contractor on footpath rating assessment as part of the maintenance and renewal program and as part of the shared costs for footpath reinstatements (resulting from the Ultra-Fast Broadband (UFB) roll-out works). Chorus will be carrying out temporary reinstatements post installation works. Chorus have indicated that they will share the costs of reinstatement with KDC wherever the planned KDC footpath maintenance and renewal works coincide with Chorus works.

THREE WATERS:

Water Supply

Boil Water Notice Update

Kaikoura Urban

The Boil Water Notice (BWN) for Urban Scheme, has been in place since 10th March 2019 due to a number of remedial measures that are required.

Staff are proactively working 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 are now complete as follows;

- Installing new pipework to enable the bladder reservoir to be bypassed
- Internal and external cleaning and disinfection of the Fords No 3 reservoir (green tank)
- Sealing of gaps between the roof and wall joint on the Fords No 3 reservoir.

The cleaning work was completed on Friday 12th April 2019. KDC contractor for 3-waters, IWK, carried out flushing and refilling of Fords 3 reservoir over the weekend of 13/14 April 2019. This was immediately followed by Food & Health, KDC's environmental consultants, carrying out 3 days testing of water samples.

It is anticipated that Canterbury District Health Board (CBHB) will be able to approve lifting of the BWN before Easter Friday, 19th April 2019.

The bladder will be permanently taken out of service from 17th April 2019, and Fords 3 reservoir will supply the waters to the township whilst the earthquake works to rebuild a new second reservoir is undertaken.

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

Council engaged Jacobs, to assess Council’s water supply and wastewater network capability. The initial finding of the report has revealed that the current water supply and wastewater systems are adequate but future upgrade works will be required to cater for the future growth and development. 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

The flush system improvements at Council’s Mill Road toilet have received positive feedback from the public. No major concerns were reported elsewhere. Further improvements at West End are scheduled for after Anzac weekend.

Reserves trees have yet to be reassessed for safety and asset management reasons following recent high winds. This may impact budgets.

4.2 Buildings

4.2.1 Memorial Hall

Conforming tenders were received from two companies with the required capabilities. Contract letting to the lowest bidder is scheduled for 18 April. The building consent process is proceeding.

The currently scheduled construction start date of 6 May is as previously advised. The scheduled completion date for the supper room is 19 June. The scheduled completion date for the main hall is 17 September. The current estimated cost, including professional fees and contingencies to allow for work on an existing building, is \$1.1M, well within the 3 Year Plan \$1.5M budget.

The key works to be undertaken include:

- Removal and replacement of the supper room ceiling; ceiling insulation; room refurbishment; return to use mid-June
- Removal of the main hall ceiling, installation of steel bracing at ceiling level, replacement of ceiling; insulation and refurbishment; return to use mid-September
- Replacement of switchboards, wiring and lighting

- Upgrading of fire warning system; upgrading of accessibility
- Exterior painting

4.2.2 Cuddon Building

The contract for the Memorial hall also includes Council's Cuddon building that houses the Op Shop.

There has been close coordination with the Op Shop during the design and tendering phases. This will continue during construction so safety requirements are met and disturbances to trading are minimised.

The current estimated cost, based on the low bid for both buildings and including professional fees and contingencies, is \$450,000. The overall current estimated cost for both buildings is \$1.55M, \$0.15M below the overall 3 Year Plan total of \$1.7M.

The key works to be undertaken include:

- Demolition and removal of the northern canopy structure
- Installation of steel bracing at roof level and on some walls
- Roofing repairs to minimise leaks
- Removal of the front parapet and replacement of the street veranda canopy
- Earthquake patch repairs
- Repainting

4.2.3 Scout Hall

Staff have met with representatives from user groups to help define safety and accessibility improvements. These will be carried out using the \$20,000 provided in the 3 Year Plan together with in-kind work from hall users and supporters.

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 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. Defining the necessary work is under way. This definition was not budgeted for the 3 Year Plan.

4.3 Wharves and Jetties

Faults with the South Bay ramp pay and display machine card and coin systems were repaired. Machine replacement with a number plate reading and card payment only system is planned at this site and in the West End carpark during 2019/20.

As noted previously, a review of recreational and commercial parking and commercial group marshalling areas has been paused pending a provincial growth fund application that could result in more fundamental changes to the harbour.

Completion of essential repairs to fender timbers, bolts and the access ladder at the Wakatu Wharf is scheduled for early May. Replacements of fender timbers to Councils South Bay jetty are also required. The remaining safety repairs are less urgent and can be deferred until there is more certainty on the provincial growth fund application

4.4 Airport

Final consultation by CAA on KDC's application for operational layout changes is out for submissions. A formal response is expected by end May.

Terminal building repairs are under way. The terminal remains fully operational.

Arbitration proceedings related to remedial works to Council's hangar are continuing. Council's statement of claim has been filed. A hearing has been scheduled for August, with review points before then. A meeting of engineering experts has yet to occur. This is expected to define the points of difference between the parties and should result in avoiding a hearing.

5 SOLID WASTE:

5.1 Waste and Recycling Centre

Operation of the Resource Recycling Centre has continued without significant concerns. Some directional signage has yet to be completed. A survey of the landfill has been completed and reveals that at forecast filling rates there is only around 3 years capacity left in the existing landfill.

A review of landfill future options will be the subject of a separate report to the next meeting of Council.

5.2 Kerbside Collection and Street Litter

Fly dumping has decreased following a communications programme and other initiatives by Council and IWK staff.

A review of public recycling and litter bins will be the subject of a separate report

6 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 2 – ROADING MONTHLY REPORT – MARCH 2018

