

# **REPORT OF THE WORKS & SERVICES COMMITTEE MEETING HELD AT 9.14AM ON MONDAY 29 JUNE 2015 AT THE MEMORIAL HALL SUPPER ROOM, ESPLANADE, KAIKOURA.**

**PRESENT:** Councillor C Mackle (Chair), Mayor W Gray, Councillors T Blunt, J Diver, G Harmon, J Howden, D Millton, D Morgan.

**IN ATTENDANCE:** S Grant (Chief Executive Officer), G Essenberg (Operations and Maintenance Manager), S Syme (Committee Secretary).

## **1. OPERATIONS AND MAINTENANCE MANAGER'S REPORT**

### **Water Supplies**

Expenditure for operations and maintenance was still running above budget for the urban supply. The cost centre would be kept within budget by deferring the South Bay Pipe replacement project until the new financial year.

The annual night flow water test to determine leaks in the system would be run the following month. It was noted it was around May the previous year when the increase in water usage had been noticed.

Water metres had been installed on the Oaro, Peketa and Fernleigh supplies and these would be operating prior to the end of the financial year.

Councillor Diver advised three staff previously with Fulton Hogan would be employed by Innovative Waste Kaikoura to fulfill the duties of the Water and Wastewater contract. All of the tools and machinery to undertake the work had also been purchased.

### **Buildings**

The new disabled access to the front of the Memorial Hall had been completed and just required painting. Replacement of light bulbs and miscellaneous fittings also needed to take place.

### **Airport**

The mounds at the northern end of the Airport had been leveled and the area would be grassed in the spring. There had been some issue with stock on the runway. The stock owners had advised that the fences would be improved prior to more stock being run on the adjacent property.

### **Roading**

Remetaling had been undertaken on all roads in the northern end of the district however not all of every road had been done. Work was currently being undertaken on the Puhī Puhī and Blue Duck Valley roads. Councillor Millton enquired why all of the work was being undertaken at the end of the year and not spread throughout the year. The Operations Manager reiterated there had been delays under the current contract with work being completed and there was still over 100 items for the contractor to complete which had left the maintenance budget under spent. He noted he

was very disappointed however a new method of completing work would be in place from 1 July 2015.

***Moved by Councillor Harmon, seconded by Councillor Mackle and resolved that the Operations and Maintenance Manager's Report be received.***

#### **Roading Contract**

Included in the agenda was a report on funding, governance and management of roading maintenance and renewals. Section 17A of the Local Government Act required Council to periodically review the cost effectiveness of current arrangement for service delivery including the governance, funding and delivery of any infrastructure, service or regulatory function. The current Road Maintenance Contract expired on 30 June 2015 and therefore the road maintenance service must now be reviewed.

The Operations Manager went through the report which covered;

- Scope of works
- Funding
- Governance
- Roothing maintenance and renewal supplies
- Procurement
- Management
- Rationale and methodology
- Environment

It was noted there were a number of options for the new roading contract but they would need to be undertaken through the tender process. It was not recommended that the overall process be changed. It was noted an interim arrangement was in place for the next few months following which there would be a period of 19 months where a maintenance contract would be required. It was noted the contract could be for up to five years. In 19 months time Council would have the option of going in with the State Highway contract but would have no say over the actual contract. The option of joining with the State Highway contract was not looking as attractive as it had previously.

***Moved by Councillor Howden, seconded by Councillor Millton and resolved that the Roothing Contract report be received.***

The Operations Manager advised that his recommendation, if adopted, would mean the delivery of the contract and approving of would remain the same. There was the ability however to make changes in future through a recommendation from the Works and Services Committee at any time.

It was anticipated that the main contactor would give all subcontractor the option to quote for work as there were no nominated sub contractors.

***Moved by Councillor Howden, seconded by Councillor Millton and resolved that no changes be made to the funding, governance or management of roading maintenance and renewals.***

***Moved by Councillor Harmon, seconded by Councillor Howden and resolved that the Roading Maintenance and Renewal Contract be a publically advertised contract for a period of approximately one and a half years with extensions up to a maximum total of five years.***

***Moved by Councillor Millton, seconded by Mayor Gray and resolved that delegated authority to accept the Roading Maintenance and Renewals contract be given to the Chief Executive Officer.***

***Moved by Councillor Harmon, seconded by Councillor Mackle and resolved that the Roading Contract report be an addendum to the Kaikoura District Council Procurement Policy for Roading Maintenance and Renewals.***

***The meeting adjourned at 10.15am and resumed at 4.14pm***

## **2. WORKS AND SERVICES PUBLIC EXCLUDED SESSION**

***Moved by Councillor Harmon seconded by Mayor Gray and resolved that the public be excluded from the following parts of the proceedings of this meeting namely;***

- a) Confirmation of Works and Services Public Excluded Minutes  
20/05/2015***

***There being no further business the meeting closed at 4.15pm.***