

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON
WEDNESDAY 25 MAY 2022, 9.17AM AT TOTARA, COUNCIL CHAMBERS, 96 WEST
END, KAIKOURA**

PRESENT: Mayor C Mackle, Deputy Mayor J Howden, Councillor L Bond, Councillor N Pablecheque, Councillor V Gulleford, Councillor T Blunt, Councillor R Roche

IN ATTENDANCE: W Doughty (Chief Executive), M Dickson (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), S Murphy (Works and Services Manager), G McMillan (Administration Assistant)

1. APOLOGIES

Apologies were received from Cr D Millton
Alternate meeting Chair: Mayor C Mackle

Moved: Deputy Mayor J Howden
Seconded: Cr R Roche

CARRIED UNANIMOUSLY

1. DECLARATIONS OF INTEREST

Nil.

2. CONFIRMATION OF MINUTES

RESOLUTION

THAT the Committee:

Confirms as a true and correct record, the circulated minutes of a committee meeting held on 27 April 2022

Moved: Cr L Bond
Seconded: C V Gulleford

CARRIED UNANIMOUSLY

3. MATTERS ARISING AND ACTIONS

The Matters Arising and Action list was reviewed by the Committee.

- Beach Road Footpath – due to be completed by 30 June 2022.
- Weeds along Churchill Street need spraying. This is to be advised to Downers.
- Pidgeon droppings on the road under the rail bridge. This is to be advised to Downers.
- Kerb and channel drainage clearance required in main street in town. This is to be advised to Downers.

4. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS

Nil

5. WORKS AND SERVICES MONTHLY BUSINESS AS USUAL (BAU) REPORT

It was noted that this is S Murphy's last formal meeting at Council. The Mayor and Councillors acknowledged S Murphy's significant contribution as Works and Services Manager over the last couple of years.

Gravel clearance has been completed under the Linton Creek Bridge on the Inland Rd.

Tsunami warning signs are soon to be erected around the town in time for the Emergency Management exercise in July.

Transfer Station construction is progressing well, and a site visit meeting has been held with IWK Board this month. Bay Paddock Road sealing will be completed by October/November 2022.

It was noted the lack of local interest in the Old Council Buildings tendering. C Roche asked if it hadn't been done already that follow up with the mini local alliance group that formed for an earlier Council project be undertaken.

RESOLUTION

That Council receives this report.

Moved: C R Roche

Seconded: Cr L Bond

CARRIED UNANIMOUSLY

6. THREE WATERS STIMULUS REPORT

The report provides an overview of all the projects undertaken with the no commitment stimulus funding. All work needs to be completed by the end of June 2022 and invoiced in July 2022. The programme has been actively managed to land within budget as some projects have cost more than the estimate due to Covid and inflation and some have required less scope.

IWK have been involved with local pipe renewal work with good engagement from both the Runanga and Heritage NZ in terms of all required permissions and approvals.

RESOLUTION

That Council receives this report.

Moved: Mayor C Mackle

Seconded: Deputy Mayor J Howden

CARRIED UNANIMOUSLY

There being no further business, the meeting closed at 9.37 am.

CONFIRMED _____ Chairperson

_____ Date

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 25 MAY 2022
OPEN ACTION ITEMS**

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
1	Beach Rd footpath sealing (shared footpath not going ahead)	S Murphy	30 June 22	To be completed by Downers by 30 June 2022
2	Spraying of weeds on Churchill Street	S Murphy	31 Aug 22	To be followed up with Downers
3	Pidgeon droppings under the rail bridge on the State Highway	S Murphy	31 Aug 22	To be followed up with Downers
4	Kerb and channel clearance - main street in town	S Murphy	31 Aug 22	To be followed up with Downers
5	Follow up with local alliance contractors if not already undertaken	S Murphy	31 Aug 22	

UNCONFIRMED MINUTE