

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON  
WEDNESDAY 27 JULY 2022 AT 9.03 AM AT TOTARA, COUNCIL CHAMBERS, 96  
WEST END, KAIKOURA**

**PRESENT:** Councillor D Millton (Chair), 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), Becky Makin (Executive Officer)

**1. APOLOGIES**

Apologies were received from Mayor C Mackle.

Moved: Deputy Mayor J Howden

Seconded: Cr L Bond

**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 29 June 2022, subject to an amendment to the word "Refuge" to be changed to "Refuse".*

Moved: Cr V Gulleford

Seconded: Cr R Roche

**CARRIED UNANIMOUSLY**

**3. MATTERS ARISING AND ACTIONS**

The Matters Arising and Action list was reviewed by the Committee and the following was noted:

- Spraying of weeds – Council staff were not satisfied with the results and have asked Downer to re-spray
- Kerb and channel clearance – West End's kerb and channels are being cleared twice a week. Council staff have asked Downer to also focus the rest of the town.
- Waka Kotahi have confirmed that more comprehensive repairs are required on SH1 outside Continental Seafood.

**4. MATTERS OF IMPORTANCE TO BE RAISED AS URGENT BUSINESS Nil**

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

D Clibbery presented the Works & Services BAU Report.

The heavy rainfall on 12 July 2022 which caused damage to Bay Paddock Road was discussed and a query was raised if the Roothing Engineer has spoken with the upper property owner to mitigate

runoff. Council staff will endeavor to engage with the upper property owner. However, their cooperation will be required for any works to be undertaken on their property and potentially funded by the property owner.

Resourcing staff has been challenging. A Technical Services Manager to replace S Murphy is anticipated to start on 1<sup>st</sup> September. External resource support will be considered if required.

**RESOLUTION**

*That Council receives this report.*

Moved: Cr D Millton

Seconded: Cr R Roche

**CARRIED UNANIMOUSLY**

There being no further business, the meeting closed at 9.10 am.

CONFIRMED \_\_\_\_\_ Chairperson

\_\_\_\_\_ Date

UNCONFIRMED MINUTE