

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON  
WEDNESDAY 26 APRIL 2023 AT 9.10 AM AT TOTARA, COUNCIL CHAMBERS,  
96 WEST END, KAIKOURA**

**PRESENT:** Councillor K Heays (Chair), Mayor C Mackle, Councillor J Diver, Councillor V Gulleford, Councillor T Blunt

**IN ATTENDANCE:** W Doughty (Chief Executive), D Clibbery (Senior Manager Operations), J Prentice (Roading Engineer), Becky Makin (Executive Officer)

**1. APOLOGIES**

Apologies were received from Deputy Mayor J Howden, Councillor L Bond and Councillor R Roche

Moved: Councillor T Blunt

Seconded: Mayor C Mackle

**CARRIED UNANIMOUSLY**

**2. DECLARATIONS OF INTEREST Nil**

**3. CONFIRMATION OF MINUTES AND REVIEW OF ACTION LIST**

**3.1 Works & Services Committee meeting minutes dated 29 March 2023**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 29 March 2023.*

Moved: Mayor C Mackle

Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

---

**4. REVIEW OF ACTION LIST**

The Action List was reviewed by the Committee. The follow update was noted:

- Water aged query with Water Zone Committee – Councillor T Blunt has asked for this information from the Committee.

---

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

---

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

Council staff highlighted that customer service requests in the works and services area are down to 11, with non-overdue. This has been a strong focus for the team.

Further assessment of the Puhi Puhi Road has indicated that it could cost more than \$0.5million to remedy, as per the information on page 9 of the Agenda. Council staff are urgently engaging with a special geotechnical engineer to give a design on suitable options for the road, as there is risk of loosing the road. Waka Kotahi have yet to confirm that this is eligible for emergency works funding.

The boardwalk section of the Link Pathway is open for tenders. Local contractors who previously put in expressions of interest have been invited. Council staff are looking at using composite due to its high resilience. There is some urgency to get a short trial section of approximately 30metres using six different materials, as Council staff want to get the community views before investing in one surface.

It was noted that 31 overweight permits have been issued as contractors need permits for each vehicle. This highlights how much bureaucracy and paperwork is also involved with BAU activities.

The transfer station is currently on track for being operational by 31 May.

The stormwater levels at Ocean Ridge need to be resurveyed as that part of the system does not function properly. It was noted that the system (as whole) was put together with Environment Canterbury as it involved the wetlands, and this will not be changed as there is no gain.

**RESOLUTION**

*That the Committee receives this report.*

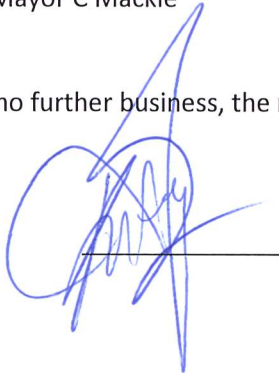
Moved: Councillor K Heays

Seconded: Mayor C Mackle

**CARRIED UNANIMOUSLY**

There being no further business, the meeting closed at 9.28 am.

CONFIRMED



Chairperson

Date 21/6/23

**WORKS & SERVICES COMMITTEE  
ACTIONS ITEMS AS AT 24 MAY 2023**

**OPEN ACTION ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
1	Follow up with WaterZone Committee when water was last aged	T Blunt / B Makin	-	T Blunt – to provide update as was waiting on response.