

## KAIKŌURA DISTRICT COUNCIL WORKS AND SERVICES COMMITTEE MEETING

<b>Date:</b>	26 July 2023
<b>Time</b>	9.30am
<b>Location</b>	Totara, Council Chambers

### AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes to be confirmed dated 28 June 2023 page 2
4. Review of Action List page 4
5. Matters of Importance to be raised as Urgent Business -
6. Works and Services Monthly BAU Report page 5
7. Close Meeting

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON  
WEDNESDAY 28 JUNE 2023 AT 9.02 AM AT TOTARA, COUNCIL CHAMBERS,  
96 WEST END, KAIKOURA**

**PRESENT:** Councillor K Heays (Chair), Mayor C Mackle, Deputy Mayor J Howden, Councillor J Diver, Councillor V Gulleford, Councillor T Blunt, Councillor R Roche, Councillor L Bond

**IN ATTENDANCE:** W Doughty (Chief Executive), D Clibbery (Senior Manager Operations), Olga Joensuu (Technical Services Manager), Becky Makin (Executive Officer)

1. **APOLOGIES** Nil
2. **DECLARATIONS OF INTEREST** Nil
3. **CONFIRMATION OF MINUTES**

**3.1 Works & Services Committee meeting minutes dated 31 May 2023**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 31 May 2023.*

Moved: Deputy Mayor J Howden

Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

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4. **REVIEW OF ACTION LIST**

The Action List was noted by the Committee.

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

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

An image of the damage to Wharekiri Stream, Clarence, was handed out. Council staff highlighted on page 11 of the Agenda the need for the replacement of the Waiau Toa Bridge as the residents have been trapped up there now for 10 days. KDC have been in contact with the residents from a welfare/civil defence perspective. Council staff have decided to continue with the procurement of the rock purchases for the Waiau Toa Bridge project.

The mid-July target for the footpath improvements may not be achieved with the weather forecasted. The contractor has also been working at the Waste Transfer Station. The delivery of the IAF project is scheduled to start mid-August, pending approval from KiwiRail.

It was noted that the uncompleted pavement resurfacing on Beach Road (by the Bakery) will be incorporated into the MainPower works. The Puhi Puhi Road and Blue Duck Valley Road were highlighted on page 10 of the agenda. The sealing of Scotts Road is anticipated to start September/October. Councillor T Blunt commented that the road is dangerous, and the residents would like to see it sealed sooner. He would follow up with the Technical Services Manager after the meeting. The

roading engineer is putting arrangements in place with adjacent land owners for the gravel extraction from the Linton Creek.

A draft action plan was submitted yesterday to ECAN on how KDC will respond to the four abatement notices. An assessment will need to be undertaken of the functionality/performance of the current water system to determine if there is an environmental issue that needs to be addressed.

It was noted that there was limited local interest from those who originally tendered for the sections for the Link Pathway, but it is hoped that there will be some interest for the upcoming tender.

A consultant is working on a closure plan for the landfill. The closure plan needs to be approved by ECAN. The resource consent related issues with the transfer station were noted on page 15 of the Agenda, noting that remedial works have been carried out on site that ECAN were comfortable with.

**RESOLUTION**

*That the Committee receives this report.*

Moved: Councillor R Roche

Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

There being no further business, the meeting closed at 9.32 am.

CONFIRMED

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Chairperson

Date

**WORKS & SERVICES COMMITTEE  
ACTIONS ITEMS AS AT 20 JULY 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	-	To be tabled to the meeting

UNCONFIRMED MINUTE

<b>Report to:</b>	<b>Works and Services Committee</b>
<b>Date:</b>	26 July 2023
<b>Subject:</b>	Works and Services BAU Report
<b>Prepared by:</b>	D Clibbery - Senior Manager Operations
<b>Input sought from:</b>	M Russell – Works Manager B Apperley - Three Waters Engineer J Prentice – Roading Engineer M Way – Contracts Administrator O Joensuu – Technical Services Manager
<b>Authorised by:</b>	W Doughty – Chief Executive Officer

### 1. PURPOSE AND ORIGIN

This report provides an overview and status update on works and services activities.

### 2. RECOMMENDATION

It is recommended that the Council receives this report for information.

### 3. GENERAL

Recorded customer service requests and applications for the last month are shown in the tables below. As at 14 July 12 of these requests remained live, and none were overdue for completion.

Period 17 June to 14 July 2023			Currently All Open
Type Subtype	Routine	Urgent	
Footpaths \ Feedback/Suggested Improvement-Footpaths	1		
Footpaths \ Poor Service - Footpaths	1		1
Reserves \ Broken Playground Equipment	1		
Reserves \ Poor Service - Reserves	1		
Roads \ Feedback/Suggested Improvement-Roading	4		3
Roads \ Maintenance Improvement Roads	2		2
Roads \ Poor Service - Roading	1		
Roads \ Pothole/Poor Road Surface	1		
Roads \ Roading Sign/Marking Maintenance	3		
Roads \ Vegetation			3
Sewerage \ Sewer Minor Breaks, Equipt Maintenance	1		
Stormwater \ Flooding onto Property	1		1
Stormwater \ Flooding onto Road or Footpath	1		1
Streetlights \ Streetlight - Light Out	1		
Toilets \ Feedback/Suggested Improvement-Toilets	1		
Toilets \ Maintenance/Safety Improvement-Toilets	3		
Toilets \ Vandalism/Damage - Toilets	1		
Waste \ Feedback/Suggested Improvement-Waste	1		1
Waste \ Rubbish Bins Overflowing	1		
Water \ No Water	2		
Water \ Water Connection Issue or Enquiry	1		
Water \ Water Leak	2		
<b>Total</b>	<b>31</b>	<b>0</b>	<b>12</b>

W&S Applications	Approved
Traffic Management Plans	2
Overweight Permits	56
Before U Dig Permits	12
Vehicle Crossing	1
3 Water Connections	1

#### 4. ROADING

##### Road Maintenance Contract

The heavy rain on 8/9 July resulted the Postman’s Road ford crossing to be closed and some deep flows of water across the Waimangarara Ford.

The Jordan Stream ford on Puhī Puhī Road was again washed out, making this the third time in less than 12 months that this ford has been required to be reconstructed. This was particularly disappointing as the most recent rebuild of the ford had used larger rocks than previously in hope of creating a more resilient structure.

That this heavier structure has also quickly failed raises the question of whether it would be preferable to put a new bridge across the Jordan Stream rather to avoid the cost, nuisance and hazard currently associated with these frequent wash-outs of the ford.

The same inclement weather caused four decent sized slips along the Blue Duck Valley Road along with several smaller scale rock falls. There was also a grader round and metalling completed to repair some of the unsealed road and fords after the wetter period of weather.

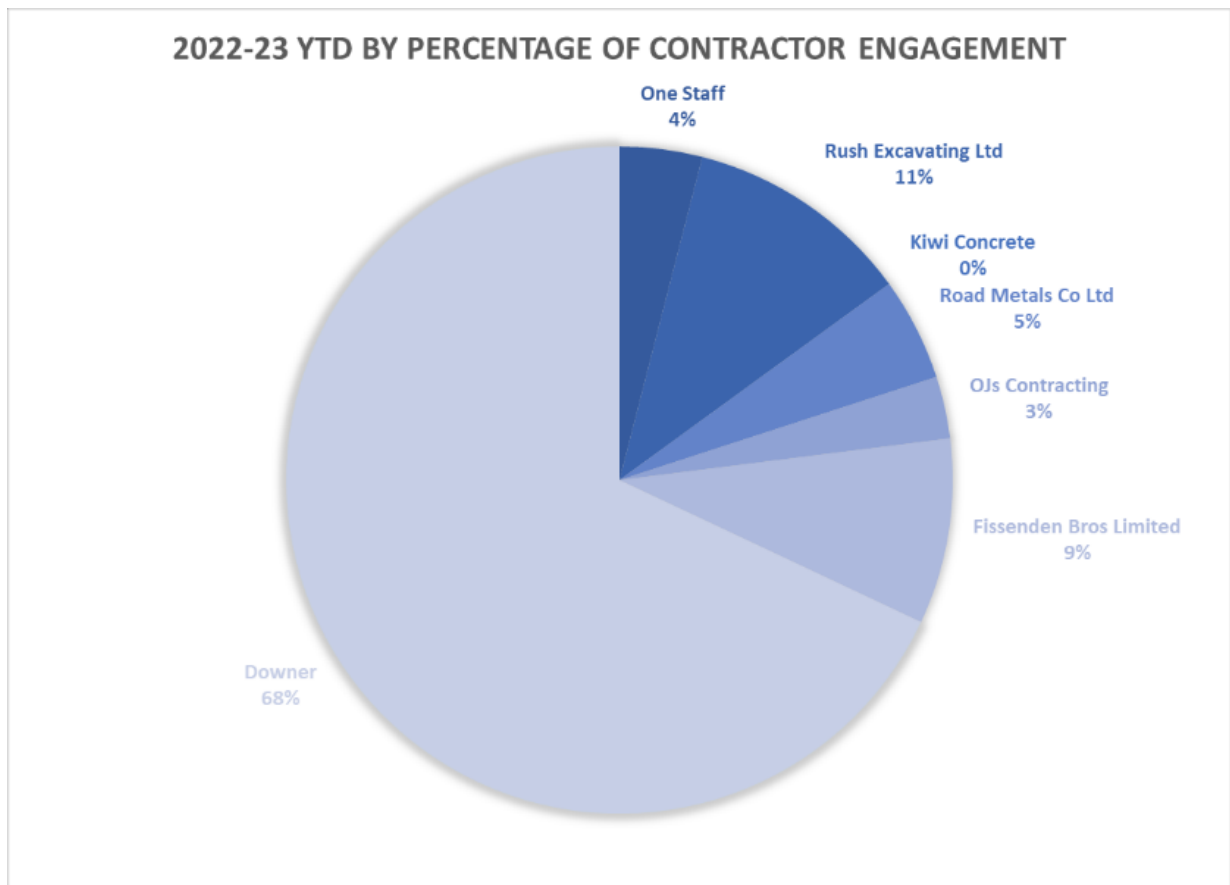
The main works undertaken in June:

- Footpath works: Esplanade and various patch tidy-up works.
- Routine maintenance: Potholes, edge break, sign replacements, detritus pickup.
- Unsealed Roads: Grading and maintenance metalling East Lane
- Vegetation – Spraying, along with footpath spraying
- Drainage works – Various.
- Ludstone Road AWT – 900mm Culvert 10m extension ( IAF)
- Slip clearing – Blue Duck.



Photo 1: Slips being cleared at Blue Duck Valley

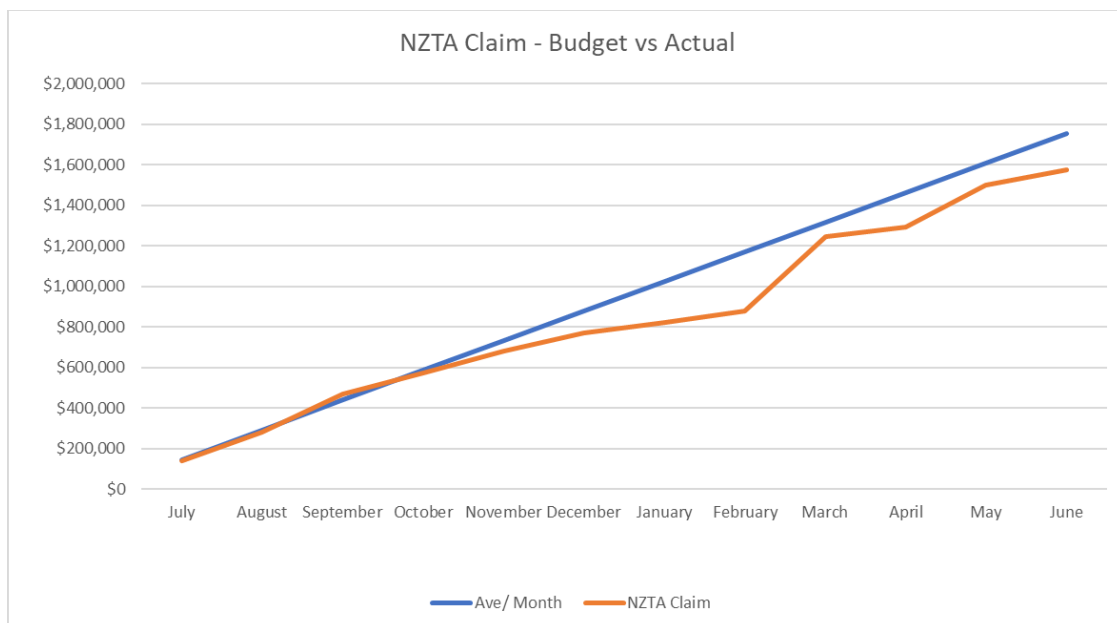
Allocation of contractor engagement for the financial year to June 2023 is shown in the following chart. The total year to date market share after June's work for Downer is at 68% for the 2022 to 2023 period.



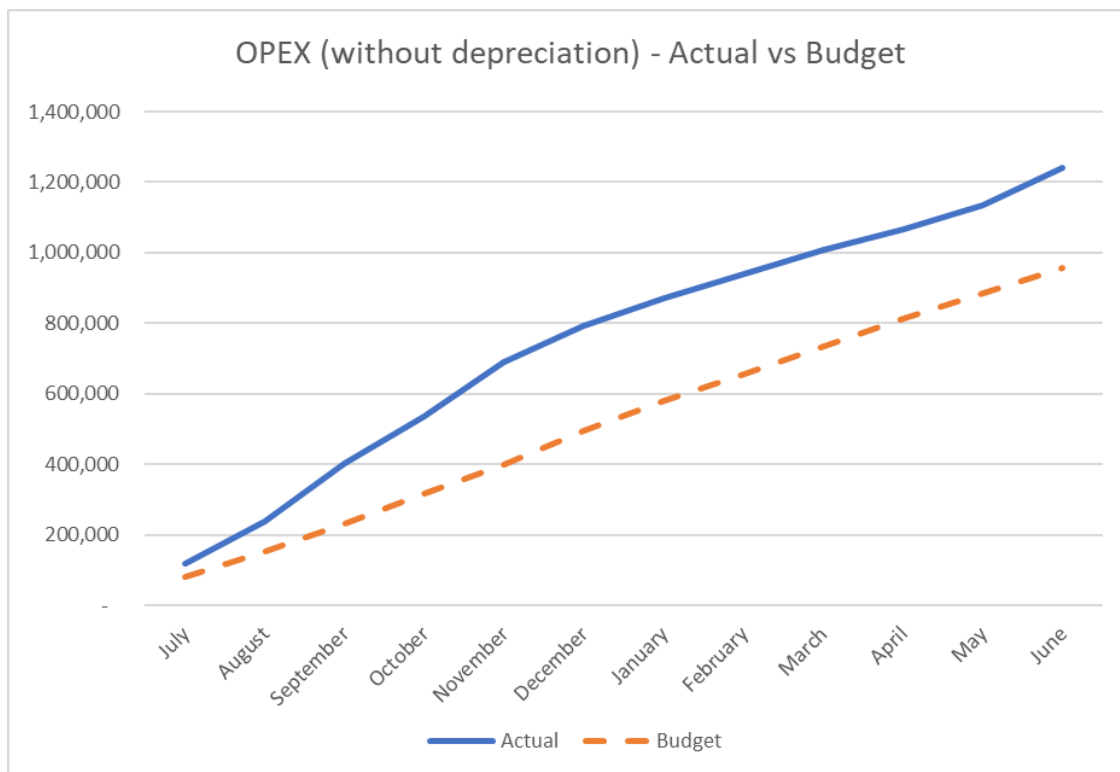
**Expenditure**

The NZTA claim for June was \$72,097.00 which is much lower than the average budgeted monthly amount of \$146,117.

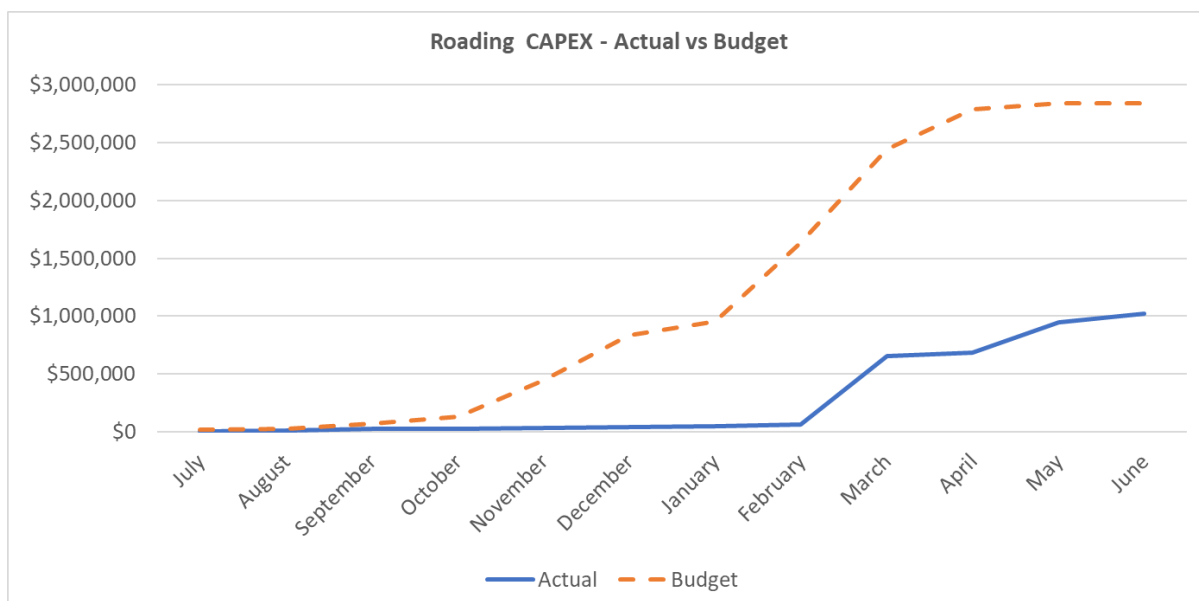
The graph below shows the cumulative year to date NZTA claim against budget.



The Opex spend year to date seen below shows expenditure finished the year well above the budgeted amount. The expenditure for June was more than planned due to a large amount of flood related works.



The Capex for the year to date is under the budgeted spent due to Ludstone Road AWT not being completed this financial year. The year to date spends vs budget graph can be seen below.



**Focus Areas for the next 3 months:**

- Maintenance patrols
- Unsealed road metalling
- Metal processing Linton and Wiffen’s



- Building programme of works for OPEX and CAPEX for new financial year
- Continuing grading and vegetation control
- Puhi Puhi and Blue Duck design and funding requests

### Metalling of Unsealed Roads

As noted previously there is a backlog of unsealed roads requiring application of additional metal, but there have been challenges due to high costs associated with transporting metal to some of these roads from existing sources.

The tenders to produce the maintenance metal are nearly completed to be submitted to local subcontractors, which we are aiming to do in early August. The ECan permits for Linton Creek is processed and the Kekerengu / Wiffen’s Stream area already has a resource consent.

East lane was metaled from start to finish due to being barely passable by a 4-wheel drive. The metal used was sourced by a local subcontractor from Wiffen’s area saving on transport costs.

Below is the list of the roads we are planning to complete this metalling round under the Capital projects for Unsealed Pavement Renewals:

↖ Unsealed Pavement Renewals 211
↳ Tenders
<u>Gravel Extraction - Lintons Creek</u>
Blunts Road (2km)
Dairy Farm Road (5.7km)
Scotts Road (2.5km)
<u>Gravel Extraction - Wiffens Stream</u>
East Lane - running course (3.3km)
Ellerton Valhalla Road (2.7km)
Kekerengu Valley Road (4.5km)
Sunrise Place - tidy up
Wiffens Road - tidy up

### Footpath Improvements

Nigel Ross Contracting has finished works at Kiwi St and is near completion at Esplanade.

The following footpaths are still to be completed:

- Esplanade – Margate to Ramsgate (230m) 80% complete
- Churchill St East side new path (190m)
- Beach Road number 147 to Gillings lane (250m)



*Photo 2: New footpath with pedestrian bridge at Esplanade.*

### **Health & Safety and Environmental Issues**

No health and safety or environmental issues were reported this month.

### **Incident Response**

There were two incidents with the KDC network in June:

- Downer stumbled across a truck crash at Peketa Road. The trucking company has been contacted around repair costs.
- Kekerengu Valley Road Bridge (RPO.050) has had the north side handrails knocked off by a passing vehicle. The culprit is still at large.



Photo 3: Left: Damaged rails at bridge. Right: destroyed sight rail at Peketa.

### **Asset Management**

Work has continued on the maintenance and tidy up of KDC's RAMM database with railings, footpaths and other assets added into the database.

Traffic counting is continuing with 5 count sites being completed per week.

### **Infrastructure Acceleration Fund Project**

The Area Wide Pavement treatment on Ludstone Road has been partially completed up to the intersection with Mt Fyffe Road. The remainder of the work to Red Swamp Road is now on hold over the winter period and will recommence in September, starting with the drainage works.

The Kaikoura Western developments SUP and Cycleway Contract Works is about to be awarded, we are currently waiting on KiwiRail lease agreement that has been indicated to be just finalised. Further, we are currently collaborating with Mainpower, who have outlined a substantial amount of upcoming projects over the next couple of years. These projects include their 66kV line upgrade from Oaro to Kaikoura ZS (Old Transpower GXP) and various 11kV reinforcement initiatives. However, there's a potential conflict with some trenching works that coincide with the new SUP construction. We are actively working on integrating these projects to avoid any future trenching through the new SUP alignment.

### **Puhi Puhi and Blue Duck Road land slides**

Progress has been made with the ECan for the Puhi Puhi Valley Road slip with the river works being able to be completed under a permitted activity via the CoP (Code Of Practice For Defence Against Water and Drainage Schemes). The application for this work has been accepted, and stage one of the project is scheduled to be completed by the 1<sup>st</sup> of September.

However, additional works in the Blue Duck area, which is of high cultural significance and a critical habitat for eels and other small fish species, will require a resource consent before any works can be conducted within the creek bed. Currently, investigations are ongoing to explore the possibility of practical repairs that avoid impacting this sensitive environment.





*Photo 4: Puhī Puhī road slip as 10th July 2023*

### **Clarence Valley Access Project**

A further heavy rainfall event occurred on 8/9 July that resulted in further substantial damage to the Wharekiri Ford, again significantly lowering the bed level and with the flow from the Miller Stream pushing the main channel further to the east, again creating a high vertical face on the ford which again made it impassable for an extended period.

This closure occurred only a few days after ford had been re-opened following another extended closure caused by heavy rain on 17 to 19 June, and these accumulated closures (already 9 separate closure period so far in 2023) are having a significant adverse effect on residents.

This most recent rainfall has also further destabilised the blue slip on the Southern Access route, again heightening fears that this road could be lost

Sorting of rocks for the bridge project has commenced on a private property, but initial indications from this sorting is that whilst this is a good source for the smaller or medium sized rocks required, few of the needed larger rocks are present.

Similarly, it was found that another existing stockpile of rocks which had been collected during the earthquake and which was now for sale contained almost none of these desired larger rocks and was therefore not considered to be worth acquiring.



Because of the limitations of these rock sources it appears that other new sources which require granting of resource consent will need to be developed, and applications for those consents are to be made.

Design for the revised form of ford over the old river channel has been completed and has been communicated to the tenderers for the bridge contract, for inclusion in their tenders which will close at the end of August.

A comprehensive response has been provided to ECan's request for further information regarding a number of matters relating to Council's application for resource consents for the access project.

With this response having been provided it is now expected that ECan will be able to advise on the notification status of our application shortly. How long it will be before a final decision is obtained will be dependent on the form of notification, with it unlikely that a decision will be forthcoming before mid September, even in a best case.

## **5. 3 WATERS**

### **Central Government Reform**

Government has not announced any significant changes to their 3 Waters Reform programme since their 13 April notice of moving from four regional entities to ten. Legislation to enable setting up of the entities, including the Canterbury and West Coast entity Kaikoura is expected to be part of, is still expected to be passed before Parliament rises for the October election. That legislation is expected to include handover dates, with dis Staff of the Canterbury and West Coast Councils are continuing to develop possibilities for working together as a regional group for the shared benefits.

KDC staff have continued their provision of information on operations, assets and finances to the National Transition Unit. Hurunui DC staff, who provide shared IT support to KDC, have continued to assist with the transfer of KDC's geospatial data.

### **3 Waters Technical Regulator (Taumata Arowai)**

Comments are still awaited from Taumata Arowai on the draft water supply source risk management plans and drinking water safety plans lodged by KDC in November 2022. As noted in the June report, Taumata Arowai has limited funding for the reviews and they are likely to be some months away yet. KDC staff will take the opportunity to update the safety plans.

Discussions are under way between Taumata Arowai and local authorities including Kaikoura with the aim of getting exemptions from some of the online monitoring requirements for ground water sources.

### **Environment Canterbury**

ECan lodged four abatement notices with KDC in June 2023. KDC staff then developed the required action plans outlining proposed activities and timeframes and provided those before the 30 June due date. KDC staff met with ECan staff in early July and ECan accepted the action plans. There was agreement that there were gaps in the existing resource consents, that some of those existing consents need to be changed and that the best way forward is to apply for a new sitewide set of consents.

Information is now being gathered by KDC for ECan and for Stantec so they can provide the independent technical review of wastewater treatment activities required by the abatement notices. That will in turn assist with a draft management plan to be included with applications for new consents. The ballpark overall estimate including consultant costs, ECan costs, sampling and testing and physical works is between \$160,000 and \$200,000. This was not allowed for in the 2023-24 annual plan.

### **Water Supply Operations**

All water supply schemes have continued to provide water quality in compliance with the Taumata Arowai quality assurance rules, as demonstrated by independent sampling and testing.

Daily flow volumes have continued at typical winter levels.

Replacement of a 200m length of water main on Beach Road had been scheduled for June 2023. Mainpower then advised KDC of their plans for power upgrading and undergrounding on Ludstone Road, Beach Road, West End and other areas. KDC and Mainpower staff have continued to work on a joint programme to dig once to limit future rework, and to optimise the shared costs. The overall scope and predicted cost for Mainpower's network upgrading has however caused them to pause, recheck and seek Board approval. At this stage the Beach Road water main replacement is still scheduled for September if possible.

The six monthly water meter reading round again showed that a number of significant locations are not currently charged for water. These include the South Bay boat club ramp, the South Bay public ramp, the racecourse, the Takahanga domain and others. Council does not currently have a formal policy on whether or not to charge for these uses. Charging can be expected if the 3 waters entities are set up.

### **Stormwater**

A storm on 9 July confirmed that changes to the walkway at the end of Swyncombe Place in Ocean Ridge were effective in minimising surface ponding.

The storm, which had a return period of between 2 and 5 years, did however cause the Ocean Ridge wetland to reach spill level at the outlet culvert adjacent to Greenburn Way. The water flowed away through the downstream system, but a property adjacent to the wetland has a private drainpipe that normally flows out to the wetland. That pipe did not have backflow protection and water flowed back through it and entered the dwelling ground floor. The Fire Service pumped out the property and IWK plugged the private line until the wetland water level dropped.

The storm again showed the effects of private property stormwater diversion upslope of Koura Bay Drive, with high flow through a property onto Koura Bay Drive and scour damage on Council's Bay Paddock Road eastern shoulder. Council and ECan do not have jurisdiction over private property stormwater diversion, but it is intended to request that the owner of the upstream property on which the diversion has taken place undoes this diversion.

The recent rain in and around Kaikoura (which whilst heavy was not exceptional) has however indicated that stormwater systems are at capacity in number of areas and small subdivisions will now be required to provide on-property detention systems where necessary. Larger subdivisions are already required to do this.

### **Development Planning**

Advice was provided to the Seaview Stage 3 subdivision developer's representative on final design. Advice continues to be provided to KDC's planning team on 3 waters aspects of other applications.

KDC's Infrastructure Acceleration Fund work stream has a developer-funded 3 waters component related to providing for the effects of the planned Ocean Ridge and Vicarage Views developments on KDC's water, wastewater and stormwater systems. An investigation by Stantec and KDC of current capacities and future requirements, with IWK assistance, has continued.

### **Customer Service and Work Tracking**

KDC and IWK are working together to provide information on response times related to mandatory performance measures for the 2023-24 financial year. This involves analyses of customer service requests to KDC, contacts with IWK and data from KDC's telemetry system previous report.

### **Focus areas for next three months**

- Continued involvement with the National Transition Unit for three waters reform
- Lodging of wastewater and stormwater action plans with ECan by 30 June 2023
- Completion of flow restrictor surveys and updating of associated rating records
- Ongoing support for development planning



## 6. PARKS, RESERVES AND PROPERTIES

The Maintenance team have been working on the general maintenance over the past month that has included several issues caused by the recent amount of rain we have received. Work has started on the annual clean-up of the reserves which includes tidying the hedges and grass repairs and weed spraying where required as well as water blasting and re-staining some of the old seats and picnic tables around the reserves.

Planning is underway for the replacement of the decking on the South Bay Public Jetty with all material pre-cut to ensure a smooth replacement. Due to the age and maintenance costs for the parking machines, quotes have been requested for new equipment in the Westend and the South Bay Ramp as well as shelters for each machine.

Council staff are working on pricing for the Community court rebuild to identify total funding requirements. This includes sealing, fencing, and lighting requirements.

Sealing of the Lookout and the Pensioner units is complete with line marking for parks due to be done within the next couple of weeks. Design and prices are being requested for the replacement of the stairs at the lookout. (better off funding)

General maintenance of all Council Facilities continues as weather permits.

### Link Pathway

The path surface survey was successful with 168 responses received. This is considered an excellent level of response.

The results of the survey have already been presented to the community via media; in essence the selected surface is charcoal concrete, forming a 2.00 metre wide path with 150mm edges of limestone chip on each side.

Tenders are currently being invited for the construction of approximately 1150 linear metres of such path between Killarney and Torquay Streets, with tenders closing on 31 July and the work to be completed by 22 December.

Downer have the contract for the refurbishment of the timber boardwalk walkway between Jimmy Armers and Point Kean, but to date only a small amount of the work has been completed.





## 7. SOLID WASTE

### Transfer Station

Sealing of the new access road and general waste areas was completed during a favourable weather window and the safety guard rails around the site have been successfully installed. Line marking will be taking place over the next week.

A final step required before the new facility can be put into operation is to move and setup the smaller weighbridge and the weighbridge office. This will require a closing of the solid waste area and it is hoped that the date for the change over to the new system will be confirmed this week.

Advice on the cost and timing of the new electrical supply from the site is still awaited from Mainpower.



### Landfill

A further visit to the site was undertaken by ECan staff in July. They again indicated that they were satisfied with the works that had been done to date.

A consultant's report on landfill closure planning is due to be received by the end of July. Initial feedback from the consultant suggests that he will be recommending placement of a covering layer with a thickness of around half a metre over the remaining areas of landfill that have not in effect been capped by development of the transfer station. This remaining area is not particularly large and it is therefore believed that the extent of work required to achieve final closure may be modest, particularly if a substantial proportion of the covering material was sourced from excavation on the adjacent reserve land, as seems sensible.

Once the consultant's report has been received there will be with discussion with ECan regarding use of the report as a base for an approved comprehensive closure plan for the site.

## 8. COMMUNITY OUTCOMES SUPPORTED



### Community

We communicate, engage and inform our community



### Development

We promote and support the development of our economy



### Services

Our services and infrastructure are cost effective, efficient and fit-for-purpose



### Environment

We value and protect our environment



### Future

We work with our community and our partners to create a better place for future generations