

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON
WEDNESDAY 27 SEPTEMBER 2023 AT 9.01 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: D Clibbery (Senior Manager Operations), W Doughty (Chief Executive Officer – via MS Teams), Olga Joensuu (Technical Services Manager), Becky Makin (Executive Officer-Minutes)

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

3.1 Works & Services Committee meeting minutes dated 6 September 2023

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 6 September 2023.*

Moved: Deputy Mayor J Howden

Seconded: Mayor C Mackle

CARRIED UNANIMOUSLY

4. **REVIEW OF ACTION LIST**

The Action List was noted by the Committee:

- The public tour of the transfer station will be held once the power meter has been installed.

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

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

Council Officers O Joensuu and M Russell joined the table to answer any questions from elected members. They clarified that the streetlight on the walkway up to Deal Street is being replaced with bollard lighting along the walkway. These have been ordered and comply with dark sky standards.

Councils are now able to apply for subsidy through Waka Kotahi for the maintenance of walkways and footpath renewals identified in their three-year programme and District Plan. At this stage the subsidy doesn't apply for new footpaths (unless there is a safety benefit) but does apply for walkway lighting.

To satisfy Audit New Zealand's KPIs, all customer service requests (CSRs) are being recorded whether that be compliments, service requests or complaints.

O Joensuu clarified that the cost for the footpath improvements were higher than expected due to the price of concrete significantly increasing, and extra work required for vehicle crossings and variations.

RESOLUTION

That the Committee receives this report.

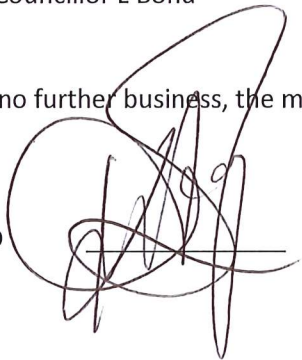
Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

There being no further business, the meeting closed at 9.11 am.

CONFIRMED



Chairperson

Date 8-11-23

THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 19 OCTOBER 2023**

OPEN ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Opening of transfer site/public tour/Councillor Tour	DC/MR		Public official opening to be held once power meter has been installed.

CLOSED ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Bay Paddock Road – flooding issues	DC	-	Update provided in the September BAU report.

