

## KAIKŌURA DISTRICT COUNCIL WORKS AND SERVICES COMMITTEE MEETING

<b>Date:</b>	28 June 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 31 May 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 31 MAY 2023 AT 9.08 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

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

**1. APOLOGIES**

Apologies were received from Councillor L Bond.

Moved: Mayor C Mackle

Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

**2. DECLARATIONS OF INTEREST Nil**

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

**3.1 Works & Services Committee meeting minutes dated 26 April 2023**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 26 April 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 – the latest figures were received from the Committee on Friday. ECAN are to provide a simpler version with the ages of the wells, rather than having to interpret graphs. Councillor T Blunt would circulate to the Councillors, and this will be incorporated into the next W&S BAU report.

---

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

---

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

The overlay of Ludstone Road is half complete, the contract started later than expected. The intersection outside the High School will be sealed when the contractor resumes work in September when more favorable conditions.

Of note, on page 12 of the Agenda ECAN will be issuing abatement notices on historical wastewater matters. The Chief Executive and Senior Manager Operations are working with ECAN to clarify what needs to be done and agree a timeframe.

The link pathway surface trial area on the Esplanade will be constructed this week and the Council will be seeking community feedback by a QR code at the site.

KDC are looking at the transformer issue with regard to power supply at the transfer station. This will be an additional project cost.

Councillor T Blunt raised his concerns around the Glen Alton Bridge and the river flow changing to the old channel. Council staff clarified that the consultant's reports show that in a major event there would only be 10% of water going down the old channel. And may only flood 5/6 times per year. Councillor T Blunt disagreed based on new feedback from residents in the valley.

**RESOLUTION**

*That the Committee receives this report.*

Moved: Councillor K Heays  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

There being no further business, the meeting closed at 9.29 am.

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

**WORKS & SERVICES COMMITTEE  
ACTIONS ITEMS AS AT 22 JUNE 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	-	Waiting on ECAN to provide aged figures of wells. To include in BAU report, once received

UNCONFIRMED MINUTE

<b>Report to:</b>	<b>Works and Services Committee</b>
<b>Date:</b>	28 June 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

The recommendation is 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 16 June 9 of these requests remained live, and none were overdue for completion.

Period 20 May to 16 June 2023			Currently All Open
Type Subtype	Routine	Urgent	
Footpaths \ Feedback/Suggested Improvement-Footpaths	1		
Footpaths \ Footpath Pothole or Poor Surface	1		
Footpaths \ Maintenance/Safety Improvement-Footpaths	1		
Harbour \ Feedback/Suggested Improvement-Harbour	1		
Harbour \ Maintenance/Safety Improvement-Harbour	1		
Property \ Memorial Hall	1		
Property \ Pensioner Flats	3		1
Property \ Vandalism/Damage - Property	1		
Reserves \ Cemetery - general enquiry	1		
Reserves \ Cemetery Mowing & Maintenance	1		
Reserves \ Vandalism/Damage - Reserves	1		
Roads \ Feedback/Suggested Improvement-Roading	3		1
Roads \ Maintenance Improvement Roads			1
Roads \ Roading Sign/Marking Maintenance	1		
Roads \ Vegetation	1		3
Stormwater \ Feedback/Suggested Improvment-Stormwater	1		
Streetlights \ Feedback/Suggested Improve-Streetlights	1		
Toilets \ Maintenance/Safety Improvement-Toilets	1		
Toilets \ Vandalism/Damage - Toilets	1		1
Waste \ Feedback/Suggested Improvement-Waste	1		1
Waste \ Rubbish Bins Overflowing	1		
Waste \ Rubbish Lying Around	1		
Water \ Feedback/Suggested Improvement-Water	1		
Water \ Water Leak	5		1
<b>Total</b>	<b>31</b>	<b>0</b>	<b>9</b>

W&S Applications	Approved
Traffic Management Plans	6
Overweight Permits	25
Before U Dig Permits	10
Vehicle Crossing	1
3 Water Connections	3

#### 4. ROADING

##### Road Maintenance Contract

May has seen some real progress in footpath works with renewals starting at Kiwi St and patch repair works around the township completed. It has also been a busy roading month with the completion of the first half of the Ludstone Road AWT and various maintenance patrol works such as line marking, sealed pavement maintenance, grading, maintenance metalling and vegetation spraying being completed

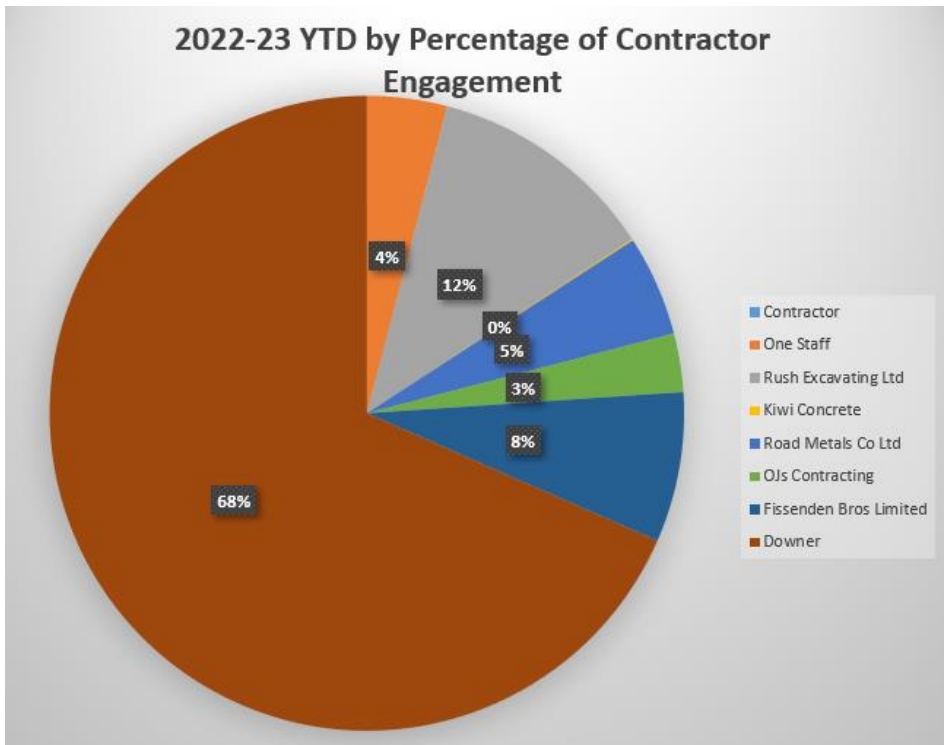
The main works undertaken in May:

- Footpath works – Kiwi St and various patch tidy-up works.
- Routine maintenance – potholes, edge break, sign replacements, detritus pickup
- Unsealed Roads – grading and maintenance metalling various roads
- Vegetation – Spraying, along with footpath spraying
- Ludstone Road AWT – First Section completed.



*Left Sealing at Ludstone Road, Right chip seal footpath repairs*

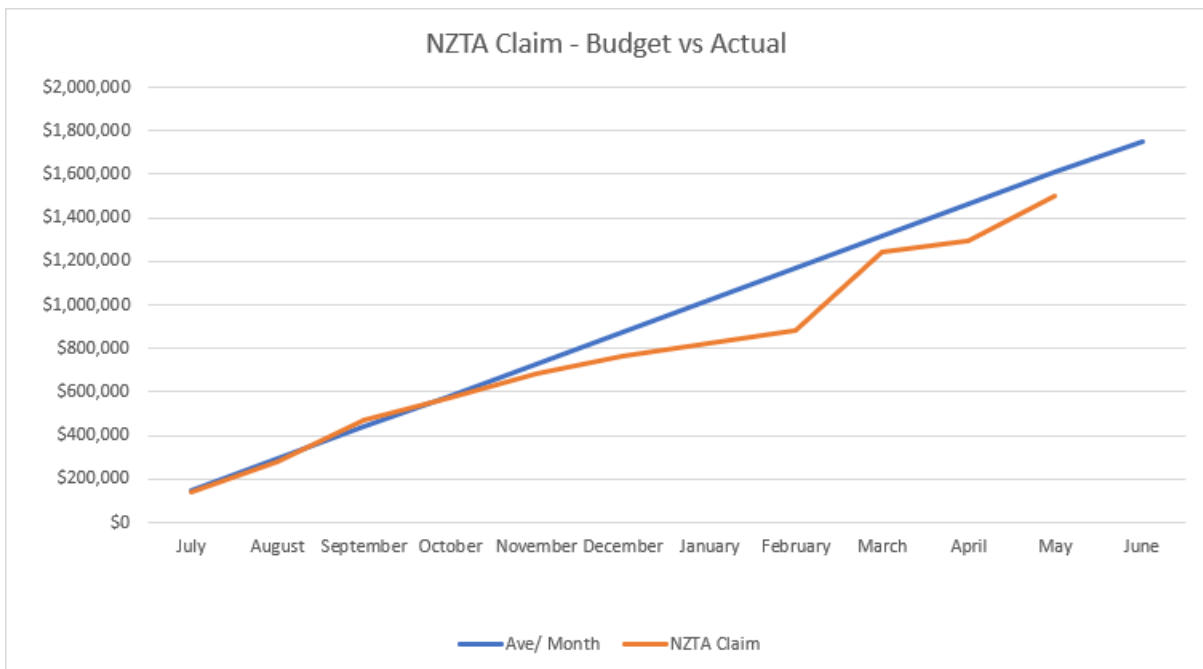
Allocation of contractor engagement for the financial year to May 2023 is shown in the following chart. The total year to date market share after Mays's work for Downer is at 68% for the 2022 to 2023 period.



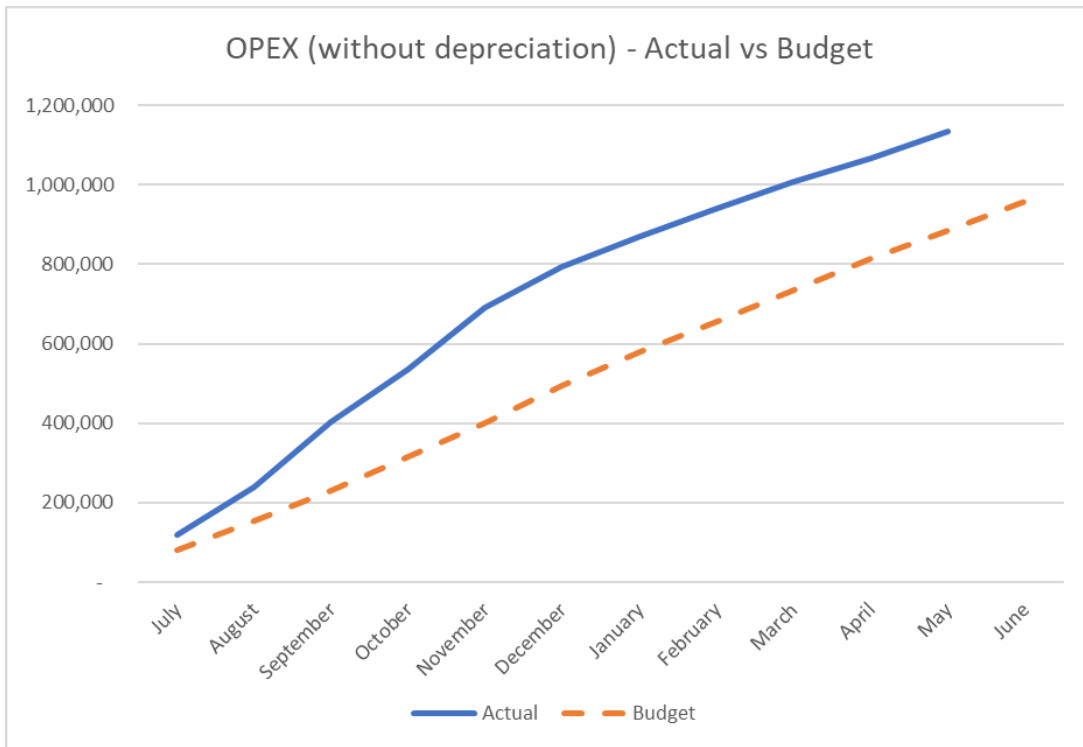
**Expenditure**

The NZTA claim for May was \$117,000 which is lower than the average budgeted monthly amount of \$146,117. This is due to a limited spend on Opex works.

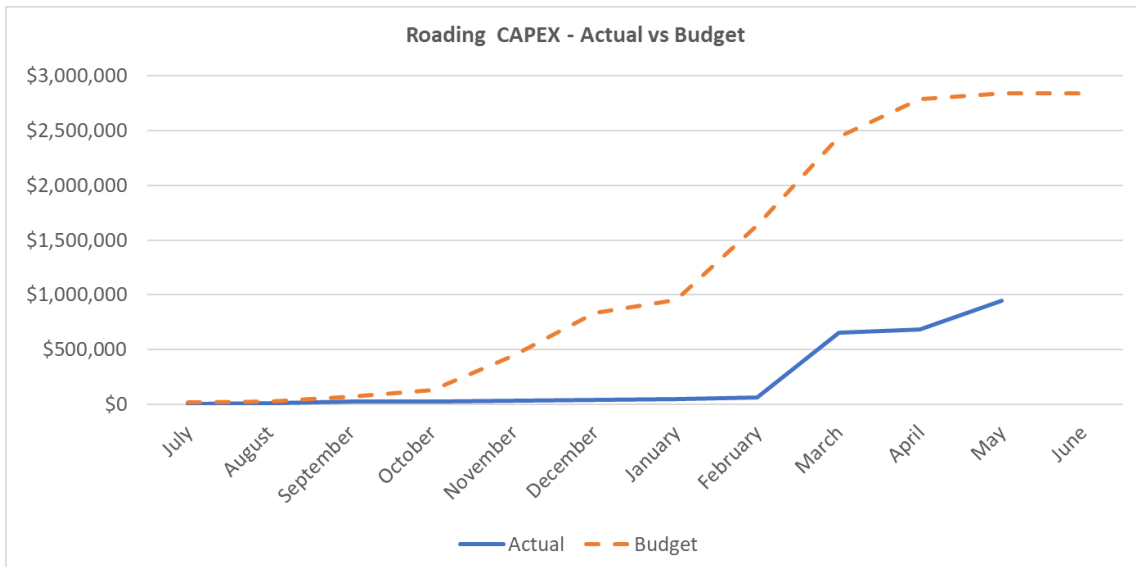
The graph below shows the cumulative year to date NZTA claim against budget.



The Opex spend year to date seen below shows expenditure is still well above the budgeted amount. The actual expenditure for May is in line with the budget but due to the extra spending at the start of the year there is still an overspend for the year to date total.



The Capex for the year to date is under the budgeted spent for the year to date but Mays monthly spend exceeded the planned spend due to the later start for Ludstone overlay works. The year today spend vs budget graph can be seen below.



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

- Maintenance patrols
- Unsealed road metalling
- Building programme of works for OPEX and CAPEX for new finical 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 updated plan is to roll over the capex budget and use this in FY 23-24 to develop new stockpiles at Linton and Wiffen's. These will be used to metal the surrounding areas unsealed roads which need renewal metalling.

A limited quantity of metal from existing sources is however to be applied shortly to the worst sections of road to hold them over the winter.

### **Footpath Improvements**

Nigel Ross Contracting has stated works at Kiwi St with all 4 footpath sections listed below programmed to be finished by mid of July 2023.

The works are as follows:

- Beach Road number 147 to Gillings lane (250m)
- Esplanade – Margate to Ramsgate (230m)
- Churchill St East side new path (190m)
- Kiwi Street (West Side) (120 m) – 90% complete



*New footpath on Kiwi St*

Once Kiwi Street is completed works will then commence on the Esplanade.

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

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

### Asset Management

Work has started on the maintenance and tidy up of KDC's RAMM database.

Traffic counting has started with 5 count sites being completed per week. It is envisaged that a complete count of all the 40 stations monitored by KDC will be completed within the next 2 to 3 months.



*Traffic counter installed at Killarney St upper*

### Puhi Puhi and Blue Duck Road drop outs



Geotechnical assessment and optioneering for the reinstatement works have been completed, resulting in the specification of three different options. We are currently conducting a detailed design and developing a more accurate cost estimate for the works.

Discussions are underway between ECan and Waka Kotahi regarding consent and funding for these works.

Some form of protection of the toe of the slope from further erosion by the river will however be required regardless of which option is selected or if NZTA funding is available, and it is proposed to commence this work in the very near future.

### 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.

Tenders have now closed for the works to construct the Shared User Pathway along Ludstone Road, with an award of the contract to the preferred contractor likely to occur shortly. The physical works for the Shared User Pathway is scheduled to start in early July.

### **Clarence Valley Access Project**

Following ECan raising resource consenting concerns regarding a number of aspects of the proposed project, amendments have been made to some project details and the associated consent applications.

In particular the previously proposed construction of a bund across the old river channel has been removed to alleviate the concerns expressed by ECan that such a bund would have adverse effects on downstream land erosion and ecology and ideas for further reduction of adverse impacts of the bridge are being sought from the contractors participating in the tender process for the construction works.

These amendments have been made in recognition that the project is now at a point where a willingness to accept some degree of compromise appears essential if an adequate new access solution for the residents of the upper Clarence Valley is to be delivered.

Also recognising the time pressures that exist, contractors have been requested to continue preparation of their tenders for the bridge construction, and the making of arrangements for the procurement of large rocks has resumed, despite the uncertainties that continue to exist.

Heavy rainfall during the period from 17 to 19 June caused significant damage to the ford over the Wharekiri Stream, cutting the bed of the stream down by something in the order of two metres, which is likely to result in Glen Alton residents losing any means of access for at least a week.

This type of event again highlights the need for these residents to have an alternative more reliable form of access, and that such access should not incorporate any type of crossing of the Wharekiri, as this is an extremely dynamic watercourse and that a crossing over it – whether a ford or a bridge - would be at great risk of being lost.

## **5. 3 WATERS**

### **Central Government Reform**

Government has not announced any significant changes to their 3 Waters Reform programme since their 13 April announcement of moving from four regional entities to ten. One of those ten entities is expected to be a Canterbury and West Coast one that includes Kaikoura.

The 13 April changes included an extension of the “go live” date for the new 3 waters entities from 1 July 2024 to as late as 2026. Subsequent discussions between staff of the National Transition Unit and staff from Councils have included practicalities around financials and handover dates, and early adoption of shared asset management and telemetry systems.

There is a clear willingness amongst staff of the Canterbury and West Coast Councils to work together as a regional group for the shared benefits, regardless of the outcomes from the October central government election process.

### **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 that were lodged by KDC in November 2020. Taumata Arowai has limited funding for the reviews and comments are likely to be some months away yet.

Taumata Arowai’s drinking water quality assurance rules require continuous online monitoring of the performance of ultraviolet light disinfection systems for supplies serving over 500 people. This includes monitoring UV transmittance (- UVT’ - the amount of UV light that is able to pass through water). The Kaikoura Urban supply source bores provide unvaryingly low turbidity water with very high UVT and an exemption will be sought from Taumata Arowai. The fallback position is to transfer a UVT unit from one of the Fernleigh or East Coast supplies. These supplies had online UVT monitoring

installed as part of their 2021/22 upgrading. They could however be monitored by spot sampling and testing.

### **Environment Canterbury**

Environment Canterbury (ECan) have operated under delegated authority from Taumata Arowai since February 2021 for regulation of wastewater and stormwater.

Following receipt of non-compliance reports from ECan in mid-May related to KDC's wastewater treatment plant and the Kaikoura urban stormwater consent, four abatement notices were received at the end of May. KDC staff are now developing action plans outlining proposed activities to address the non-compliances and the timeframes for those actions.

Those action plans must be provided to ECan by the 30th of June 2023. Stantec Ltd are being engaged to provide an independent technical review of wastewater activities and to assist with a draft site wide management plan to be included with a review of resource consents.

ECan has required that compliance is achieved with all conditions of the existing resource consents by 30 November 2023. Some currently unbudgeted expenditure may be required to achieve compliance. The consents process timeline to be provided as part of the action plans will depend on the agreed process and on ECan resources. Onsite actions would then follow on. An extension beyond 30 November may be required.

KDC staff suspect that applying for a revised set of consents for the wastewater treatment plant may be more appropriate in the long term than working under the current consents, because these new consents might better reflect the very limited environmental impacts associated with discharges from the site.

### **Water Supply Operations**

With the exception noted above about UV transmittance, all water supply schemes have continued to provide water in compliance with the Taumata Arowai quality assurance rules, as demonstrated by independent sampling and testing.

Daily flow volumes are now at typical winter levels.

Data from the rain storm in February will be used to confirm the upgrade work programme for the Kincaid scheme.

Replacement of a 200m length of water main on Beach Road had been scheduled for June 2023. Mainpower advised KDC of their plans for power upgrading and undergrounding on Ludstone Road, Beach Road, West End and other areas. KDC and Mainpower staff are now working on a joint programme to dig once to limit future rework, and to optimise the shared costs. This will include trenching and installing plastic pipe ducts this year, for Mainpower to pull cables through later. The Beach Road water main replacement and other Mainpower work is now being rescheduled for September, earlier if possible.

### **Stormwater**

No property concerns were found or reported during the recent heavy rainfall of 17-19 June. Changes to the walkway at the end of Swyncombe Place in Ocean Ridge proved effective in minimising surface ponding. A localised extreme event of property flooding issue in Avoca Street was dealt with by changing the road shoulder profile to carry flow to a safe discharge point.

### **Development Planning**

Advice was provided to the Vicarage Views subdivision developer's representative on managing construction phase stormwater discharges into and through the KDC network to Lyell Creek. Acceptance of those discharges was then provided on the basis that the developer would be responsible for any breaches of KDC stormwater consent caused by development works. 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. Initial findings include future requirements for upgrading water reservoir storage, and for upgrading of power supplies, pumps and controls at the Hawthorne Road and Gillings Lane wastewater pump stations.

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

A previous report noted that Audit NZ had accepted use of a spreadsheet-based system shared between KDC and IWK for customer service and work tracking. KDC staff and Hurunui IT staff analysed alarm data from KDC's telemetry system. This was then provided to IWK to support Audit requirements for evidence related to callouts.

### **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**

Graffiti and vandalism in the public toilets and reserves has kept the team busy with both Gooches and Point Keene toilets being Graffitied which required some walls to be repainted.

The Esplanade hedges are being cut back as are several gardens around the community. Playground maintenance and replacement of some of the timbers on the play equipment and structures will be completed over the next month. Prices are being looked at for the upgrade of the parking machines in the Town Centre and the South Bay Ramp as well as shelters for each machine to protect them from the weather, which has previously caused frequent problems.

General maintenance of all council Buildings continues as planned.

An Archaeological authority is being applied for from Heritage New Zealand for removal of the broken section of the old wharf at Fyffe Quay. Once the approval has been given a crane will be used to lift out the section. The removal will help with maintaining the integrity of what remains of the Wharf. New replacement jetty decking and steps have been ordered for the South Bay jetty as well as the New Wharf landing steps at Wakatu Quay. These will be installed when conditions are suitable.



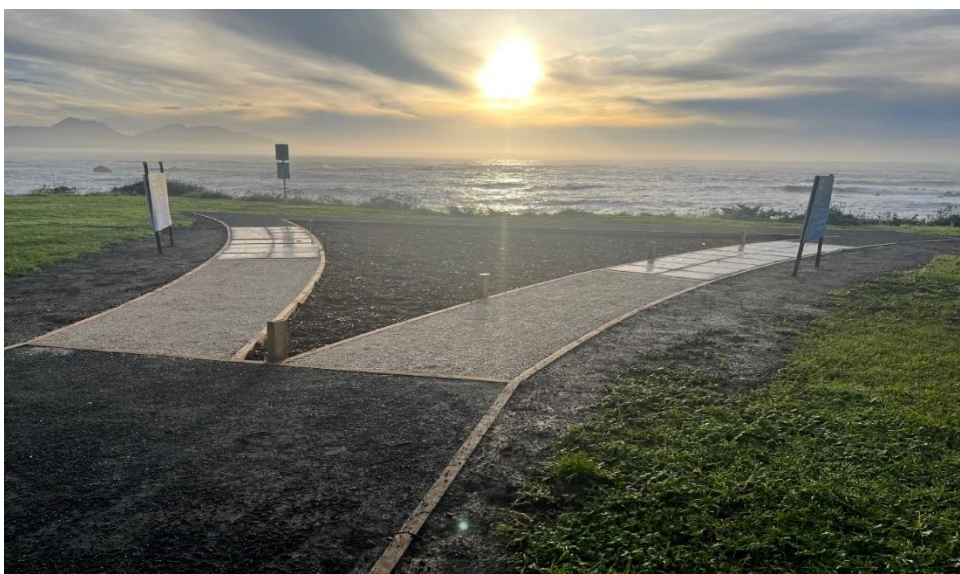
Old beams that need to be removed

### Link Pathway

Work has begun on the refurbishment of the timber boardwalk walkway between Jimmy Armers and Point Kean. Current surfaces are being replaced with a composite grating and the walkway is being widened to 1.8 metres versus the current effective width of 1.00 metre.

Work on Dempseys track continues as labour and weather permits.

A path surface trial area has been created on the seaward side of the Esplanade at the end of Brighton Street. Signage including a QR code gives the ability for people to provide feedback on the colours and textures that we are considering. Survey forms can be completed by scanning the QR code, via the KDC website or at the Council reception. Differences between the trial area and the finished path are the width – the trial sections are around 1.2 metres wide but the actual path sections will be a minimum of 1.8, and if a concrete surface was selected this would be poured as continuous concrete in the path rather than as the pavers in the trial section.



## 7. SOLID WASTE

### Transfer Station

Works on the transfer station are almost complete. At the time of preparing this report the key factor delaying commissioning of the facility is the need for a suitable weather window for the chip sealing of the new access road and internal routes to and from the compacter.

The new Compactor unit is now in place and just requires commissioning which cannot be done until the smaller weighbridge has been moved, which will occur after the sealing is conducted.



### Resource Consent Issues

Substantial works have been conducted on the site to address concerns regarding the resource consent compliance issues raised by ECan following a visit by their staff earlier in the year.

These works have included cleaning stormwater drains around the site, burial and temporary cover of bunds of exposed refuse, improvements to leachate capture arrangements, improved bunding of hazardous wastes area, modification of internal stormwater channels and installation of stormwater interception devices.

A further visit to the site was recently undertaken by ECan staff who indicated that they were satisfied with the works that had been done.

Any further works do however need to be fully integrated with an approved comprehensive closure plan for the site, the preparation of which is currently being undertaken for KDC by a consultant, and will be delayed until this report is received and approved.

## 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