

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON
WEDNESDAY 29 MARCH 2023 AT 9.09 AM AT TOTARA, COUNCIL CHAMBERS,
96 WEST END, KAIKOURA**

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

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

1. **APOLOGIES** Nil
2. **DECLARATIONS OF INTEREST** Nil
3. **CONFIRMATION OF MINUTES AND REVIEW OF ACTION LIST**

3.1 Works & Services Committee meeting minutes dated 22 February 2023

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 22 February 2023, subject to correction "Stormwater overfills in West end" to "Stormwater overfills in Ocean Ridge" (first bullet point under Item 4).*

Moved: Deputy Mayor J Howden

Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

4. **REVIEW OF ACTION LIST**

The Action List was reviewed by the Committee and noted that both actions were closed.

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

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

The CSR reporting has been updated to include the range of matters being referred. Council staff advised that four CSR's have exceeded their timeframes. The CEO will follow up internally on the CSR customer feedback process.

The following verbal updates were provided:

- **Roading Expenditure** – the reseal of Ludstone Road will commence shortly. Council staff predict combined opex and capex will be over budget by \$200k by year-end.
- **Footpaths** – four sections of footpaths will be advertised for tender this week. The outcomes from the Footpath Working Group had been circulated to Elected Members for comment and approval due to the timeframes for progressing work, and responses were received from five Councillors.

Councillor J Diver voiced his objection to being asked for approval via email rather than being brought to meetings.

- Clarence Valley Access update – The Chair referred this part of the discussion to the Council Public Excluded Session due to commercial sensitivities.
- IAF reseal – Green Lane and Red Swamp will be resealed as part of the work, and 60 meters back from intersection.
- Heavy rain has caused damage to Blue Duck and Puhi Puhi Road, works will cost circa \$100k at each location. The Roding Engineer has approached Waka Kotahi to see if it classifies as emergency work and is eligible for a higher FAR subsidy. The remaining will be funded from KDC's emergency roading fund.
- Three Waters – heavy rainfall caused issues with the Kincaid Scheme and consideration is being given to an alternative source.
- Link Pathway – Cultural input areas have been identified additional funding may be required for the finishes. Council staff will engage with the Footpath Working Group over the plans.
- Transfer Station completion timeframe remains May 2023.
- The Roding Engineer is working with ECAN on gravel extraction approvals for the Linton and Wiffin. Councillor T Blunt will include the engineer on his discussions with farmers around building stock banks.
- The contract for sweeping the Norfolk Pines is part of Downers level of service and the pine needles will be getting cleared this week, any issues are to go via the Roding Engineer.

A query was raised on when the water was last aged. Councillor T Blunt would follow up with the Water Zone Committee. Previous reports from that committee had indicated that the water was slightly younger (**ACTION**).

It was noted that Ludstone Lane is a private lane and not KDC's responsibility to fix the potholes. Mt Fyffe car park needs repair, this is DOC's responsibility. The Chief Executive will raise with DOC (**ACTION**).

RESOLUTION

That the Committee receives this report.

Moved: Councillor K Heays

Seconded: Councillor T Blunt

CARRIED UNANIMOUSLY

There being no further business, the meeting closed at 9.47am

CONFIRMED

Chairperson

Date 18-5-23

This record will be kept in electronic form only

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 20 APRIL 2023**

OPEN ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
1	Follow up with WaterZone Committee when water was last aged	T Blunt / B Makin	-	Next Committee meeting on 28/04/2023

CLOSED ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Mt Fyffe car park – raise with DOC	W Doughty	-	Raised at DOC Management Meeting on 05/04/23 – with DOC to look into