

KAIKŌURA DISTRICT COUNCIL WORKS AND SERVICES COMMITTEE MEETING

Date:	Wednesday 6 September 2023
Time	9.30 am
Location	Totara, Council Chambers

AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes to be confirmed dated 26 July 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 26 JULY 2023 AT 9.20 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 28 June 2023

RESOLUTION

THAT the Council:

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 28 June 2023.*

Moved: Deputy Mayor J Howden

Seconded: Councillor L Bond

CARRIED UNANIMOUSLY

4. **REVIEW OF ACTION LIST**

The Action List was noted by the Committee.

Councillor T Blunt added that Ben Wilkins (ECan Science Analyst) had advised that *'groundwater age is best reported as a range of ages because the water that is measured in the well has a variety of water sources that contribute to groundwater.'*

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

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

The transfer station is scheduled to open on Friday 4th August. Council staff would look at arranging a ribbon cutting ceremony and public tour of the site to be incorporated into the open day.

IWK will be closed from 1st – 3rd August to enable the weighbridge and kiosk to be connected. The overall budget in the LTP for the transfer station and the closure of the landfill site was \$2.2million. Council staff signaled that the overall spend for both projects will be in line with the LTP budget.

It was noted that the Council is anticipated to receive a return from the landfill levy on quantity of material which will be used to offset the capital loan.

Council staff have held discussions with IWK around the stormwater system at Ocean Ridge. The system at Swyncombe Place has been re-graded and the stormwater drains at Ocean Ridge are

believed to be functioning correctly/as intended. To improve the current drainage issues, work would need to be carried out on the downstream side. However, this is a substantial piece of work and is unbudgeted for at present.

Council staff facilitated a meeting with Te Rūnanga o Kaikōura and Clarence residents (the other side of the Wharekiri Ford). This provided an opportunity for both sides to understand the cultural significance of the awa, and what life has been like for the residents since the earthquake.

A question for clarification was asked by Councillor J Diver to public forum speaker D Milton. Councillor J Diver indicated he had reviewed ECan's GIS mapping of the Clarence river since 1925 and commented that the river flow was alternating between the old channel and the new channel over that time.

Council staff clarified to the public forum speaker that they are no longer looking at putting in a bund across the old channel but using a concrete ford. Bunding as a mitigation and further clarified that the reinstatement of a road on each side of the new bridge would be a concrete pour. The Chief Executive noted that the flood modelling received from the engineers shows that significant flow of the river is in the new channel with over topping events causing flows in the old channel approximately 5 times per year.

Councillor T Blunt suggested that the Council speak to the Runanga to see if a suspension bridge would be an acceptable solution for them as there will be no structure in the awa.

A contractor has been engaged for undertaking Stage 1 works at slip at the Puhī Puhī, ECan has approved a permit for the work. The Blue Duck Valley Road is more complex and will require a resource consent. Emergency works funding from Waka Kotahi has not been confirmed at this stage but works need to occur to avoid bigger problems.

RESOLUTION

That the Committee receives this report.

Moved: Councillor T Blunt
Seconded: Councillor K Heays

CARRIED UNANIMOUSLY

There being no further business, the meeting closed at 9.49 am.

CONFIRMED

Chairperson

Date

**WORKS & SERVICES COMMITTEE
ACTIONS ITEMS AS AT 31 AUGUST 2023**

OPEN ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
	Opening of transfer site/public tour/Councillor Tour	DC/MR		Councillor tour scheduled for 4 th August. Public official opening to be held in due course
	Bay Paddock Road – flooding issues	DC	-	Update provided in the BAU report.

CLOSED ACTION ITEMS

	ACTION ITEM	ASSIGNED TO	DUE	STATUS
1	Follow up with WaterZone Committee when water was last aged	T Blunt / B Makin	-	To be tabled to the meeting

Report to:	Works and Services Committee
Date:	6 September 2023
Subject:	Works and Services BAU Report
Prepared by:	D Clibbery - Senior Manager Operations
Input sought from:	M Russell – Works Manager B Apperley - Three Waters Engineer J Prentice – Roading Engineer M Way – Contracts Administrator O Joensuu – Technical Services Manager
Authorised by:	W Doughty – Chief Executive Officer

1. PURPOSE AND ORIGIN

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

2. RECOMMENDATION

That Council receives this report.

3. GENERAL

Recorded customer service requests and applications for the last month are shown in the tables below. As at 18 August 22 of these requests remained live, and none were overdue for completion.

Period 15 July 2023 to 18 August 2023			Currently All Open
Type Subtype	Routine	Urgent	
Footpaths \ Feedback/Suggested Improvement-Footpaths	1		
Footpaths \ Footpath Pothole or Poor Surface	3		1
Footpaths \ Maintenance/Safety Improvement-Footpaths	1		
Footpaths \ Poor Service - Footpaths			1
Harbour \ Feedback/Suggested Improvement-Harbour	1		
Property \ Feedback/Suggested Improvement-Property	1		
Property \ Memorial Hall	8		1
Property \ Pensioner Flats	3		
Reserves \ Broken Playground Equipment	1		
Reserves \ Cemetery - general enquiry	2		
Reserves \ Cemetery Mowing & Maintenance	2		
Reserves \ Reserves - miscellaneous	4		1
Reserves \ Walkways Maintenance	1		1
Roads \ Feedback/Suggested Improvement-Roading	3		1
Roads \ Maintenance Improvement Roads			2
Roads \ Poor Service - Roading	2		1
Roads \ Pothole/Poor Road Surface	4		
Roads \ Road Flooding / Drains Blocked	3		2
Roads \ Roading Sign/Marking Maintenance	2		
Roads \ Vegetation	1		3
Stormwater \ Blocked Drain	1		
Stormwater \ Feedback/Suggested Improvment-Stormwater	1		
Stormwater \ Flooding onto Property	1		1
Stormwater \ Flooding onto Road or Footpath			1
Stormwater \ Maintenance	1		1
Toilets \ Maintenance/Safety Improvement-Toilets	1		
Waste \ Rubbish Lying Around	1		
Water \ Feedback/Suggested Improvement-Water	3		1
Water \ Low Water Pressure	2		1
Water \ No Water	2		
Water \ Poor Service - Water	1		1
Water \ Water Connection Issue or Enquiry	3		1
Water \ Water Leak	3	1	1
Total	63	1	22

W&S Applications	Approved
Traffic Management Plans	3
Overweight Permits	83
Before U Dig Permits	13
Vehicle Crossing	0
3 Water Connections	1

4. ROADING

Road Maintenance Contract

July continued with the works on the footpath renewal programme with Esplanade footpath being completed and Churchill St nearly finished.

The Postman's Road ford crossing were closed due to heavy rain and deep flows of water across the Waimanagarara Ford. The same inclement weather caused multiple small slips along the Blue Duck Valley Road along with several smaller scaled rock falls throughout the unsealed road network. Ellerton Valhalla Road also suffered a reasonable sized drop-out. Further damage also occurred along the edge of Bay Paddock Road.

In July, the primary maintenance tasks carried out included:

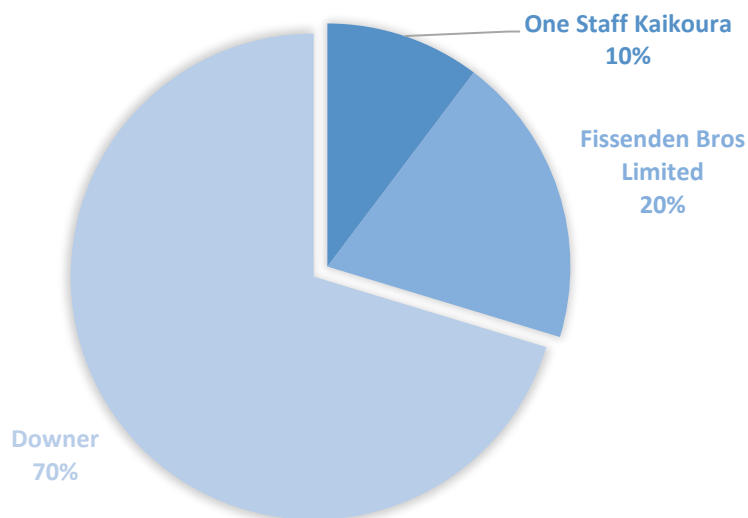
- Footpath works – Esplanade and Churchill plus various patch tidy-up works.
- Routine maintenance – potholes, edge break, sign replacements, detritus pickup.
- Unsealed Roads – grading full round
- Drainage works – Various.
- Ludstone Road area wide treatment (AWT) – head wall block retaining wall
- Slip clearing – Blue Duck and Kekerengu
- Under slip repairs – Ellerton Valhalla Road



Photo 1: Under slip at Ellerton Valhalla Road

Allocation of contractor engagement for the financial year to July 2023 is shown in the following chart. The total year to date market share after July's work for Downer is up to 70% for the 2023 to 2024 period.

2023-24 YTD BY PERCENTAGE OF CONTRACTOR ENGAGEMENT



Expenditure

(As there is only data available for one-month, graphical representation is not provided).

The NZTA claim for July was \$92,752 which is much lower than the average budgeted monthly amount of \$161,177. This is due to no CAPEX works being programmed from July as well as the fact that the annual budget is evenly distributed over a 12-month period.

In terms of OPEX spending, July saw an expenditure of \$62,957, closely aligning with the budgeted amount of \$66,987. The Capex spend for July was minimal with only \$1,987 which was from fluctuations related to works completed in June.

Focus Areas for the next 3 months:

- Maintenance patrols
- Unsealed road metalling
- Metal processing Linton and Wiffen's
- Continue building programme of works for OPEX and CAPEX
- Continuing grading and vegetation control
- Puhi Puhi and Blue Duck dropouts
- Preseal repairs

Metalling of Unsealed Roads

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

Tenders to produce the maintenance metal have been sent out and closed at 4pm Wednesday 23rd of August 2023. The intention is to commence work immediately after the contracts have been awarded, with completion targeted for early October.

Footpath Improvements

Nigel Ross Contracting has completed the works at Esplanade and nearly completed at Churchill St.

The following works are still to be completed:

- Beach Road number 147 to Gillings lane (250m) – planned to start 28th August 2023



Photo 2: New footpath on Churchill Street near completion

Bay Paddock Road Drainage Issue

As noted in the road maintenance contract section further damage was again caused to the edge of Bay Paddock Road by large flows of stormwater which originated from the catchment above the Koura Bay subdivision.

Following this recent event a decision has been made that Council will undertake works on a private property to intercept of some of this flow and redirect it into another drain.

These works are expected to have a cost in the order of \$30,000 and it is considered unsatisfactory that Council is having to fund works on private land to address an issue that is not of Council's making. It is clear that having large and damaging flows of water along the edge of Bay Paddock Road has not always occurred in the past, and that the current problem is due to some modification of drainage patterns on private land that have been made by the owners of those lands, but unfortunately information is not available which can conclusively demonstrate exactly what and where those modifications have been.

This leaves Council in a position where it cannot seek resolution of the damage being caused to the road by any particular private party, and hence is having to conduct the work itself.

It is believed that in future it is essential that when a subdivision or other similar consented significant development of land is being undertaken that a condition of the consent should that the developer provides comprehensive and demonstrably accurate information on the flow paths of water over the affected land (with high resolution contour information) prior to the development being undertaken, so that any resultant changes to these paths can be identified and the developer held responsible for them.

Health & Safety and Environmental Issues

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

Incident Response

There were four incidents with the KDC network in July:

- Floodwaters along Bay Paddock Rod
- Jordan River – Ford Washout
- Puhi Puhi Valley Road Slips
- Ellerton Vahalla Road Dropout

Asset Management

Work has continued the maintenance and tidy up of KDC's RAMM database with railing footpath and other assets added into the database.

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

Below is he update from RAMM around the assets updated in July

Summary of comparison of activity from KDC job management system and Asset Register changes, if applicable.

Asset Register Table	Row Counts		Comments
	KDC DB Maintenance Activities	KDC JMS Dispatch	
Bridge Maintenance			
Drainage	1	1	
Environment	3	3	
Footpath			
Minor Structures			
Pavement	38	38	
Shoulder	4	4	
Surfacing			
Traffic Facilities	4	4	
Verge			

IAF Kaikoura Western Developments 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 contract for the Shared User Path has been officially awarded to the preferred contractor, who is scheduled to begin mobilising on late August. Construction work will initiate along Mt Fyffe Road and progressively advance towards the town area. The pathway will generally span a width of 2.5 metres with either un-sealed basecourse or asphalt. The work will involve the use of soil nail anchoring for embankment support beneath the Kiwirail bridge situated on Mt Fyffe Road. This engineering solution will allow the pathway to seamlessly and safely pass beneath the Kiwirail bridge, ensuring a smooth and integrated route.

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). Downer is set to commence 'Stage One' river works in late August. This phase entails the rock armouring of the slip's base in preparation for the bank reinforcement activities planned for 'Stage Two'.

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 3: Puhi Puhi Valley Road under slip.

Clarence Valley Access Project

The three shortlisted contractors continue to work on preparation of tenders for the bridge design and construction contract, with tenders to close on 11 September. Thereafter a preferred tenderer will be selected, who, subject to obtaining the required resource consents and other necessary approvals will commence detailed design and construction of the bridge.

A number of issues do however remain to be resolved, and as yet it is still difficult to predict when physical construction work might commence.

The sorting of large rocks for use on the project continues on a private property, but as noted previously most of these rocks are in the smaller required size categories, and other sources will be required if other larger rocks are to be obtained.

5. 3 WATERS

Central Government Reform

Government has announced that their preferred go-live date for the Canterbury 3 waters entity including Kaikoura is 1 July 2025. That is subject to any changes that may occur as a result of the October general election. Provided Labour is returned to power, 3W work by KDC will continue up to the go live date of 1st July 2025. If a new entity does commence at that time, a period of almost business as usual operation may then occur while the new entity develops its own capital works programmes.

KDC had previously budgeted for limited 3W capital expenditure in the 2023-24 financial year, but a number of assets are now at the point where significant failures may occur before any new entity develops its own capital works programmes. Questions to be answered as part of KDC's long term plan development include "do we invest ratepayer money now assuming BAU will continue for some years, so we need to invest to protect our levels of service and maintain regulatory compliance?"

KDC staff have continued their provision of information on operations, assets and finances to the National Transition Unit, and of verification of data assembled by the NTU. We also have to update our 2021 asset management plans including 3W and review the infrastructure strategy, as we have added treatment plants and other assets and reviewed pipe asset lives.

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 2021.

One minute interval operational compliance data for the Kaikoura urban scheme Mackles treatment plant has been uploaded to the Taumata Arowai data portal. Data for the distribution network is being finalised for uploading. Discussions have continued between local authorities including KDC and Taumata Arowai with the aim of getting exemptions from some of the monitoring requirements for ground water sources where the chemistry does not change.

Mandatory reporting on Drinking Water Network Environmental Performance Measures is due by 30 September.

As with other local authorities, an independent drinking water assessor has been engaged by KDC to review compliance information for all KDC's water schemes and report to the Auditor General's office. The report is expected in mid-September.

Taumata Arowai has begun engaging with local authorities on wastewater schemes. They plan to commence building a register of public municipal wastewater networks from mid-September. Mandatory reporting is expected to follow.

Environment Canterbury

ECan lodged four abatement notices with KDC in June 2023. KDC and IWK staff and consultants are now working through the agreed action plans. Additional wastewater performance information has been provided to ECan. Development of information is under way for replacement resource consents for the wastewater treatment plant site. Stantec technical staff have visited the wastewater

treatment plant for their independent technical review of activities required by the abatement notices. No major technical concerns were identified. The independent review will assist with a draft management plan to be included with applications for new consents.

Stormwater sampling and testing has been arranged and is now waiting for a significant storm to occur.

The ballpark overall estimate including consultant costs, ECan costs, sampling and testing and physical works remains at \$200,000.

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.

Two schemes had their source bores cleaned. IWK dosed the East Coast bore with a high chlorine concentration solution to remove iron bacteria that had clogged the inlet screen and was also clogging the treatment filter cartridges. Iron bacteria are not a health risk.

KDC engaged a drilling company to work with IWK to clean out the Ocean Ridge supply bores, which were producing increasing amounts of fine iron-coloured sediment. This was not a health risk but could have become an aesthetic issue if it was not dealt with. The image below shows the flushing operation, which used pulses of compressed air to lift the water column, then allowed the water to backflow out into the surrounding gravel to loosen the sediment. IWK has also cleaned out the Ocean Ridge reservoir.



Ocean Ridge Bore Flushing

Replacement of a 200m length of water main on Beach Road KDC staff has been decoupled from shared trenching with Mainpower because of uncertainties about Mainpower funding. There will be sufficient space for Mainpower to undertake their works later. The water main trenching archaeological authority process is expected to be completed in early October so IWK can then get under way.

Completion of flow restrictor surveys for the Fernleigh scheme has been held over until the ground dries out and IWK can get access over farmland.

Stormwater

No significant rainfall events occurred since the last report. IWK has been tasked with a number of minor improvements following the 9 July storm, including easing stormwater flows under or over an access road at Ocean Ridge.

As noted in the last report, stormwater systems are at capacity in number of areas and small subdivisions are now being required to provide on-property detention systems where necessary.

Development Planning

Advice continues to be provided via KDC's planning team on 3 waters aspects of resource consent 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, is almost complete.

Customer Service and Work Tracking

KDC and IWK have continued to work 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. Complete and accurate data is now generally being provided and response times are not expected to be an issue for the 2023-24 year.

Focus areas for next three months

- Continued involvement with the National Transition Unit and Taumata Arowai
- Working through the wastewater and stormwater action plans with ECan
- Completion of flow restrictor surveys and updating of associated rating records
- Ongoing support for development planning

6. SOLID WASTE

Transfer Station

The transfer station is now operational, with only a few minor issues requiring resolution.

One of these issues is the movement of the refuse capsules, which is currently being conducted using a wheel loader, but this arrangement is not satisfactory as it only permits very limited manoeuvring of the capsules and cannot move a third capsule into position for loading if two are already full, which is not acceptable.

A second-hand hook truck has therefore been purchased for this purpose, and should become available for use early in September.

Landfill

A first draft consultant's report on landfill closure planning has been received. That will be brought to a final draft for discussion with ECan. This will include ongoing green waste composting adjacent to the transfer station comprehensive closure and ongoing operations plan for the site, capping and grassing, and resource consents for long term operations, after care and monitoring.

7. PARKS RESERVES AND PROPERTIES

Gooches Beach playground is getting an overdue makeover with the assistance of the Better Off Funding. A new slide has been ordered along with some new equipment. The Maintenance team have been replacing several of the old deck areas with recycled decking from the Lions walkway at Point Keene. Some of the metal handrails are being replaced with timber.

The bank between the Tar Yard and the road has had over 20 wild pine seedlings removed as well as gorse and lupin.

Potholes in the West End carpark have been repaired. Work has started on the annual clean-up of the reserves which includes tiding the hedges and grass repairs and weed spaying where required as well as water blasting and re-staining some of the old seats and picnic tables around the reserves.

New parking machines for the West End carpark and South Bay slipway have been ordered and should be installed shortly.

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

General maintenance of all Council Facilities continues as weather permits.



Link Pathway

The Tender for laying 1150 lineal metres of concrete pathway has been awarded to Ben's Tree Services for a tendered price of \$320,773.50 with works due to start on the 17th September. Work is also progressing on the final design and tenders for the other sections.

8. COMMUNITY OUTCOMES SUPPORTED

The outcomes below are being supported.



Community

We communicate, engage and inform our community



Development

We promote and support the development of our economy



Environment

We value and protect our environment



Future

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



Services

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