

**MINUTES OF THE WORKS AND SERVICES COMMITTEE MEETING HELD ON  
WEDNESDAY 27 MARCH 2024 AT 1.01 PM AT TOTARA, COUNCIL CHAMBERS, 96  
WEST END, KAIKOURA**

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

**IN ATTENDANCE:** W Doughty (Chief Executive Officer), P Kearney (Senior Manager Corporate Services), D Clibbery (Senior Manager Operations), O Joensuu (Technical Services Manager), M Russell (Works 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 28 February 2024**

**RESOLUTION**

*THAT the Council:*

- *Confirms as a true and correct record, the circulated minutes of a Works & Services Committee meeting held on 28 February 2024.*

Moved: Mayor C Mackle  
Seconded: Deputy Mayor J Howden

**CARRIED UNANIMOUSLY**

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**4. REVIEW OF ACTION LIST**

The Action List was noted by the Committee and the following update was noted:

- Provide a maintenance cost comparison of different surface treatments for Killarney Street – this action is completed, and costs provided.

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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 error was highlighted on page 6 of the report where *'total CAPEX for January amounted to \$199,9926'* should be *'\$199,926'*.

D Clibbery addressed the query from Councillor J Diver previously raised around 3waters compliance and reporting of water quality tests and confirmed that all tests' results were zero for e-coli. Councillor J Diver clarified his request for the report from Food & Health on e-coli and chlorine levels taken at the source and end of the line as the ratepayer's complaint was around the taste of the water. Council staff will provide some chlorine sample results, but will not include detailed results as an ongoing item in the report as it's too time consuming to collate from the data. **(ACTION)**.

The footpath section on Ludstone Road will be tar sealed in the next two weeks. This part of the footpaths wasn't included in the original IAF contract but due to savings this is now possible.

Council staff confirmed that Stephen Horrell had been advised of the outcome of the presentation to the Council in February. Deputy Mayor J Howden and Councillor T Blunt had responded to him. It was agreed for queries to elected members relating to Works & Services are to be streamlined through the Chair and to encourage ratepayers to use the Customer Services Request process.

The Chair and D Clibbery would look at arranging site visits as work progresses in the W&S space (**ACTION**)

**RESOLUTION**

*That the Committee receives this report for information.*

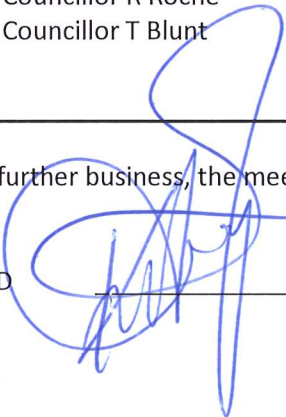
Moved: Councillor R Roche  
Seconded: Councillor T Blunt

**CARRIED UNANIMOUSLY**

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There being no further business, the meeting closed at 1.23pm.

CONFIRMED



Chairperson

Date 24 April 2024

*THIS RECORD WILL BE HELD IN ELECTRONIC FORM ONLY*

**WORKS & SERVICES COMMITTEE  
ACTIONS ITEMS AS AT 18 APRIL 2024**

**OPEN ACTION ITEMS**

	<b>ACTION ITEM</b>	<b>ASSIGNED TO</b>	<b>DUE</b>	<b>STATUS</b>
1	Provide chlorine sample results	D Clibbery	April/May 2024	Ongoing – to be provided.
2	Arranging site visits	D Clibbery/ Councillor K Heays	Ongoing	Sites to be identified.

