
Services and Assets Committee

OPEN MINUTES (UNCONFIRMED)

Minutes of a meeting of Services and Assets Committee held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 5 April 2017 at 10.32am.

PRESENT

Chairperson Brian Dillon
Mayor Gary Tong

Councillors John Douglas
Paul Duffy
Bruce Ford
Darren Frazer
George Harpur
Julie Keast
Gavin Macpherson
Nick Perham

IN ATTENDANCE

Chief Executive Officer – Steve Ruru, Group Manager, Services and Assets – Ian Marshall, Communications Manager – Louise Pagan, Governance and Democracy Manager – Clare Sullivan and Committee Advisor – Fiona Dunlop

1 Apologies

Apologies for absence were received from Councillors Baird, Kremer and Paterson.

Moved Cr Douglas, seconded Cr Keast and **resolved:**

That the Services and Assets Committee accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

There were no minutes to confirm as this is the first meeting of the Committee.

Reports

7.1 Forestry Operations - Financial Report to 31 December 2016

Record No: R/17/1/1091

IFS Growth Forest Manager South – Reece McKenzie and Group Manager, Services and Assets – Ian Marshall were in attendance for this item.

They gave a brief overview of the financial situation with the Southland District Council forestry interests.

Resolution

Moved Cr Keast, seconded Cr Macpherson **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Forestry Operations - Financial Report to 31 December 2016” dated 29 March 2017.**

7.2 Forestry Operations Management Report

Record No: R/17/3/6574

IFS Growth Forest Manager South – Reece McKenzie and Group Manager, Services

and Assets – Ian Marshall were in attendance for this item.

Mr McKenzie advised that the report to the Committee was for the year to date as at 28 February 2017. He particularly highlighted the Health and Safety section of the report. He advised that the Forestry industry is very active with drug and alcohol testing.

The meeting noted that part of the Health and Safety processes IFS Growth have undergone two full systems audits within the past 12 months. One of the audits was a ACC audit and IFS Growth attained Tertiary Status. This is a major improvement on the Primary Status from the audit conducted two years ago.

Mr McKenzie further advised that the improvement in the status is because of their systems being improved and that they are continually being updated and monitored.

The meeting also noted that all contractors to IFS have subscribed to the Forest Safe Health and Safety Management Programme. This is to ensure that all contractors systems are in order and in line with current Health and Safety standards.

Resolution

Moved Cr Perham, seconded Cr Frazer **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Forestry Operations Management Report” dated 29 March 2017.**
- b) **Notes the projected increase in net income for the 2016/17 period.**

7.3 Services and Assets Contracts Update

Record No: R/17/3/6376

Group Manager, Services and Assets – Ian Marshall was in attendance for this item.

Mr Marshall advised that the purpose of the report was to inform the Committee on the progress of status of all contracts with the Services and Assets Department.

Resolution

Moved Chairperson Dillon, seconded Cr Ford **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Contracts Update” dated 29 March 2017.**

7.4 Roading Operations February 2017

Record No: R/17/3/6159

Commercial Lead Roading – Dylan Rabbidge and Group Manager, Services and Assets – Ian Marshall will be in attendance for this item.

Mr Rabbidge advised that the report was to inform the Committee on the progress of the major roading maintenance contracts.

The meeting noted that there are three contracts currently in the tendering process and will be finalised for awarding prior to 30 June 2017.

Resolution

Moved Cr Duffy, seconded Cr Harpur **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Roading Operations February 2017” dated 29 March 2017.**

7.5 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for January 2017

Record No: R/17/3/5577

Strategic Manager Water and Waste – Ian Evans, Operations Manager, Water and Waste Services – Bill Witham and Group Manager, Services and Assets – Ian Marshall will be in attendance for this item.

The Officers advised that the report was to update the Committee on the progress of the Downer Water and Wastewater Maintenance Contract 10/01.

Resolution

Moved Cr Ford, seconded Cr Macpherson **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for January 2017” dated 29 March 2017.**

The meeting concluded at 11.27am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE SERVICES AND ASSETS COMMITTEE HELD ON WEDNESDAY 5 APRIL 2017.

DATE:.....

CHAIRPERSON:.....