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## Services and Assets Committee

### OPEN MINUTES

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Minutes of a meeting of Services and Assets Committee held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 5 September 2018 at 9.01am.

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#### PRESENT

<b>Chairperson</b>	Brian Dillon Mayor Gary Tong
<b>Councillors</b>	Stuart Baird John Douglas Paul Duffy Bruce Ford Julie Keast Ebel Kremer Gavin Macpherson Neil Paterson Nick Perham

#### IN ATTENDANCE

<b>Group Manager, Services and Assets</b>	Matt Russell
<b>Group Manager, Environmental Services</b>	Bruce Halligan
<b>Chief Financial Officer</b>	Anne Robson
<b>Group Manager, Customer Support</b>	Trudie Hurst
<b>Communications Manager</b>	Louise Pagan
<b>Governance and Democracy Manager</b>	Clare Sullivan
<b>Committee Advisor</b>	Fiona Dunlop

## 1 Apologies

Apologies for absence were received from Councillors Frazer and Harpur and an apology for an early departure was received from Councillor Baird.

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

**That the Services and Assets Committee accepts the apologies.**

## 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

### Resolution

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

**That the Services and Assets Committee confirms the minutes of the meeting held on Wednesday 26 July 2018 as a true and correct record of that meeting.**

## Reports for Resolution

### 7.1 Dipton Forest Tree Blanking

#### Record No: R/18/8/20139

Group Manager, Services and Assets – Matt Russell was in attendance for this item.

Mr Russell advised that the purpose of the report was to seek unbudgeted expenditure to remove and replant approximately 15,000 dead trees covering an area of approximately 31

hectares in the Dipton Forest. This equates to roughly 16% of the 93,000 trees planted last year.

The Meeting noted that due to the uncharacteristically warm summer months in the 2017/2018 financial year, a significant number of trees planted last year in Dipton Forest have died and require removal and replanting.

Mr Russell further advised that in order to ensure the trees are able to be managed in line with the rest of the stock planted last year, these trees need to be replaced this season.

The Meeting also noted that blanking contingency is generally budgeted for at approximately \$50/ha on the previous years planted area. Anecdotally, there is little or no blanking required from year to year. As such unbudgeted expenditure is sought to allow this work to be undertaken.

### Resolution

Moved Cr Kremer, seconded Cr Duffy **recommendations a to c and d with an addition (as indicated) and resolved:**

#### **That the Services and Assets Committee:**

- a) **Receives the report titled “Dipton Forest Tree Blanking” dated 31 August 2018.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves the unbudgeted expenditure of \$15,948.28 to remove and replant approximately 31 hectares of dead stock at the Dipton Forest to be funded from the forestry reserves.**

## Reports

### 8.2 Roothing Operations July 2018

**Record No: R/18/8/18862**

Commercial Lead – Dylan Rabbidge were in attendance for this item.

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**Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled "Roading Operations July 2018" dated 28 August 2018.**

**8.1 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for July 2018**

**Record No: R/18/7/18158**

Operations Manager Water and Waste Services – Bill Witham was in attendance for this item.

**Resolution**

Moved Cr Baird, 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 July 2018" dated 27 August 2018.**

**8.3 Update on Contract Status**

**Record No: R/18/8/19215**

Group Manager, Services and Assets – Matt Russell was in attendance for this item.

**Resolution**

Moved Cr Paterson, seconded Cr Baird **and resolved:**

**That the Services and Assets Committee:**

- a) **Receives the report titled "Update on Contract Status" dated 28 August 2018.**

**Public Excluded**

**Exclusion of the Public: Local Government Official Information and Meetings Act 1987**

**Resolution**

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

**That the public be excluded from the following part(s) of the proceedings of this meeting.**

**C9.1 WasteNet Southland Contract 550 - Right of Extension**

**C9.2 Acceptance of a tender for grazing of the North Makarewa recreation reserve**

**The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
WasteNet Southland Contract 550 - Right of Extension	s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.
Acceptance of a tender for grazing of the North Makarewa recreation reserve	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  s7(2)(f)(ii) - The withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of such members, officers, employees and persons from improper pressure or harassment.	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.

That the Group Manager, Services and Assets, Group Manager, Environmental Services, Chief Financial Officer, Group Manager, Customer Support, Communications Manager, Governance and Democracy Manager and Committee Advisor be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C9.1 WasteNet Southland Contract 550 - Right of Extension and C9.2 Acceptance of a tender for grazing of the North Makarewa recreation reserve. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their knowledge on the issues discussed and meeting procedure.

That Strategic Manager Water and Waste and Management Accountant be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C9.1 WasteNet Southland Contract 550 - Right of Extension. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to that matter because of their knowledge on the issue being discussed.

That Strategic Manager Property be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C9.2 Acceptance of a tender for grazing of the North Makarewa recreation reserve. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to that matter because of their knowledge on the issue being discussed.

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The public were excluded at 9.46am.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available unless released here.

The meeting concluded at 10.26am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE SERVICES AND ASSETS COMMITTEE HELD ON WEDNESDAY 5 SEPTEMBER 2018.

**DATE:**.....

**CHAIRPERSON:**.....