



Services and Assets Committee

OPEN MINUTES

Minutes of a meeting of Services and Assets Committee held in the Council Chamber, 15 Forth Street, Invercargill on Wednesday, 7 October 2020 at 9am. (9am – 10.44am) (PE 11.06am – 11.33am).

PRESENT

Chairperson

Ebel Kremer

Mayor Gary Tong (9am – 10.44am)

Councillors

Don Byars (9.03am – 10.44am, 11.06am – 11.33am)

John Douglas

Paul Duffy

Bruce Ford

George Harpur

Julie Keast

Christine Menzies

Karyn Owen

Margie Ruddenklau

Rob Scott

APOLOGIES

Councillor Frazer

Mayor Tong (early departure)

Councillor Menzies (early departure)

IN ATTENDANCE

Projects Delivery Manager – Nick Hamlin

Committee Advisor - Fiona Dunlop

1 Apologies

There were apologies for absence from Councillor Frazer and apologies for an early departures from Mayor Tong and Councillor Menzies.

Moved Chairperson Kremer, seconded Cr Ruddenklau **and resolved:**

That the Services and Assets Committee accept 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

1. Hilary Kelso of the Ardlussa Community Board addressed the meeting in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.

(During public forum Councillor Byars joined the meeting at 9.03am.)

2. Sam Ruddenklau a keen mountain biker addressed the meeting (via Zoom) in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.
3. Colleen Morton from Waikawa addressed the meeting in support of report 7.1 Waikaia Forest Mountain Bike Trail Access.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Chairperson Kremer, seconded Mayor Tong **and resolved:**

That the Services and Assets Committee confirms the minutes of the meeting held on 9 September 2020 as a true and correct record of that meeting.

Reports for Recommendation

7.1 Waikaia Forest Mountain Bike Trail Access

Record No: R/20/9/52000

Commercial Infrastructure Manager – Ashby Brown was in attendance for this item.

Mr Brown advised that the Ardlussa Community Board have expressed a desire to establish mountain bike trails in Council owned commercial Waikaia Forest. This report requests that the Services and Assets Committee endorse a change in access permission to allow public access to the Waikaia Forest for this purpose.

Resolution

Moved Chairperson Kremer, seconded Mayor Tong **recommendations a to c, d and e both with additions (as indicated) and resolved:**

That the Services and Assets Committee:

- a) **receives the report titled “Waikaia Forest Mountain Bike Trail Access” dated 30 September 2020**
- 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) **authorises a change in access permission to Waikaia Forest to allow for public access, development and operation of mountain bike trails, conditional on formalising a variation in the agreement between IFS and Council and delegates authority to the Chief Executive to sign the agreement**
- e) **notes that if the committee endorses recommendation (d), it is proposed that a trust will then be formed to be responsible for the mountain bike trail activity, and a memorandum of understanding entered between Council and the trust and delegates authority to the Chief Executive to sign the memorandum of understanding.**

Reports

8.1 Services and Assets Programme Report

Record No: R/20/9/52616

Project Delivery Manager – Nick Hamlin was in attendance for this item.

Resolution

Moved Cr Menzies, seconded Cr Scott **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Services and Assets Programme Report” dated 30 September 2020.**

8.2 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for August 2020

Record No: R/20/9/51489

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

Resolution

Moved Chairperson Kremer, seconded Cr Douglas **and resolved:**

That the Services and Assets Committee:

- a) **Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for August 2020” dated 30 September 2020.**

8.3 Road Operations - August 2020

Record No: R/20/9/50571

Roading Engineer – Rob Hayes and Strategic Manager Transport – Hartley Hare were in attendance for this item.

Resolution

Moved Cr Scott, seconded Cr Menzies **and resolved:**

That the Services and Assets Committee:

- a) **receives the report titled “Road Operations - August 2020” dated 30 September 2020.**

Public Excluded

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

Resolution

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

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

C9.1 Mclean Road, Garston - Post February 2020 flood options report

C9.2 Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021

C9.3 Te Anau Wastewater Scheme Update to Committee

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
McLean Road, Garston - Post February 2020 flood options report	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)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.
Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	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.
Te Anau Wastewater Scheme Update to Committee	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.

That the Interim Chief Executive – Ross McNeil, People and Capability Manager – Janet Ellis, Projects Delivery Manager – Nick Hamlin, Publications Specialist – Chris Chilton and Committee Advisor – Fiona Dunlop be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C9.1 Mclean Road, Garston - Post February 2020 flood options report, C9.2 Contract 20/33 Lakefront Drive Watermain Upgrade - Te Anau 2020/2021 and C9.3 Te Anau Wastewater Scheme Update to Committee. 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 Roading Engineer Rob Hayes and Strategic Manager Transport – Hartley Hare be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C9.1 Mclean Road, Garston - Post February 2020 flood options report. 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.

That Senior Project Manager – Geoff Grey be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the item C9.3 Te Anau Wastewater Scheme Update to Committee. 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.

The public were excluded at 10.44am.

(Mayor Tong left the meeting at 10.44am.)

The meeting adjourned for morning tea at 10.44am.

The meeting reconvened at 11.06am.

Councillor Kremer (Chair), Byars, Douglas, Duffy, Ford, Harpur, Keast, Menzies, Owen, Ruddenklaau and Scott were present when the meeting reconvened.

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 11.33am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A
MEETING OF THE SERVICES AND ASSETS
COMMITTEE HELD ON WEDNESDAY 7 OCTOBER
2020.

DATE:.....

CHAIRPERSON:.....