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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 Chamber, 15 Forth Street, Invercargill on Wednesday, 11 November 2020 at 9.01am. (9.01am – 10.43am (PE 10am – 10.43am)).

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#### PRESENT

<b>Chairperson</b>	Ebel Kremer Mayor Gary Tong
<b>Councillors</b>	Don Byars (9.01am – 9.59am, 10.02am – 10.43am) John Douglas Paul Duffy (9.02am – 10.43am) Bruce Ford Darren Frazer George Harpur Julie Keast Christine Menzies Karyn Owen Margie Ruddenklau Rob Scott

#### IN ATTENDANCE

<b>Group Manager, Services and Assets Committee Advisor</b>	Matt Russell Fiona Dunlop
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**1 Apologies**

There were no 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.

(Councillor Duffy joined the meeting at 9.02am.)

**6 Confirmation of Minutes**

**Resolution**

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

**That the Services and Assets Committee confirms the minutes of the meeting held on 7 October 2020 as a true and correct record of that meeting.**

**Reports**

**7.1 Road Operations - September 2020**

**Record No: R/20/10/59334**

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

Mr Hayes and Mr Hare advised that the purpose of the report was to update the committee on the progress of the major roading contracts and provide some context to the 2020/21 budget.

**Resolution**

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

**That the Services and Assets Committee:**

- a) **receives the report titled “Road Operations - September 2020” dated 3 November 2020.**

**7.2 Services and Assets Programme Report**

**Record No: R/20/10/61837**

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

Mr Hamlin advised that the purpose of the report was to update the Committee on the status of the Services and Assets department works programme.

**Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Services and Assets Programme Report” dated 3 November 2020.**

**7.3 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for September 2020**

**Record No: R/20/10/62249**

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

Mr Witham advised that that the purpose of the report was to update the Committee on the Downer water and waste contract.

**Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for September 2020” dated 3 November 2020.**

**7.4 Te Anau Wastewater Scheme Update to Committee**

**Record No: R/20/10/61838**

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

Mr Hamlin updated the Committee on the progress of the Te Anau Wastewater scheme project.

**Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Te Anau Wastewater Scheme Update to Committee” dated 3 November 2020.**

(Councillor Byars left the meeting at 9.59am.)

**Public Excluded**

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

**Resolution**

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

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

**C8.1 Otago and Southland Three Waters Reform Update**

**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
Otago and Southland Three Waters Reform Update	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 Chief Executive – Cameron McIntosh, Group Manager, Services and Assets – Matt Russell, Group Manager, Community and Futures – Rex Capil, Group Manager, Customer Delivery – Trudie Hurst, Communications specialist – Kate Buchanan, Governance and Democracy Manager – Melissa Brook, Project Delivery Manager – Nick Hamlin 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 C8.1 Otago and Southland Three Waters Reform Update. 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.

The public were excluded at 10am.

(Councillor Byars returned to the meeting at 10.02am.)

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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 10.43am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE SERVICES AND ASSETS COMMITTEE HELD ON WEDNESDAY 11 NOVEMBER 2020.

**DATE:**.....

**CHAIRPERSON:**.....