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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, 20 Don Street, Invercargill on Tuesday, 1 June 2021 at 9.33am. (9.33am – 9.40am, 10.57am – 11.34am.)

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#### PRESENT

Chairperson	Ebel Kremer Mayor Gary Tong
Councillors	Don Byars (9.33am – 9.40am, 11.02am – 11.34am) John Douglas Paul Duffy Bruce Ford Darren Frazer George Harpur Julie Keast Christine Menzies Karyn Owen Margie Ruddenklau Rob Scott

#### IN ATTENDANCE

Group manager, project delivery – Nick Hamlin  
Group manager, services and assets - **Matt Russell** via “Teams” (digital technology)  
Committee advisor - 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.

6 Confirmation of Minutes

Resolution

Moved Chairperson Kremer, seconded Cr Frazer and resolved:

That the Services and Assets Committee confirms the minutes of the held on 23 March 2021 as a true and correct record of that meeting.

Reports

7.1 Procurement Strategy Financial Year 2021/2022

Record no: R/21/4/16696

Commercial infrastructure manager – Ashby Brown was in attendance for this item.

Mr Brown advised that the purpose of the report was to provide, for information, the **proposed strategy to procure Council's financial year 2021/2022 works programme.**

The Committee noted that the report is to provide the clarity and comfort as to the capacity and capability of the organisation to delivery on commitments made.

Resolution

Moved Mayor Tong, seconded Cr Harpur and resolved:

That Services and Assets Committee:

- a) **receives the report titled "Procurement Strategy Financial Year 2021/2022"** dated 25 May 2021.
- 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.

7.2 Road Operations - March and April 2021

Record no: R/21/4/15558

Roading engineer – Rob Hayes and Strategic manager transport – Hartley Hare were in attendance for this item.

Resolution

Moved Chairperson Kremer, seconded Cr Scott and resolved:

That the Services and Assets Committee:

- a) **receives the report titled "Road Operations - March and April 2021" dated 25** May 2021.

(The meeting adjourned for morning tea at 10.40am and reconvened at 10.57am)

(Mayor Tong and Councillors Douglas, Duffy, Ford, Frazer, Harpur, Keast, Kremer, Menzies, Owen, Ruddenklau and Scott were present when the meeting reconvened.)

7.3 Services and Assets Programme Report

Record no: R/21/5/22261

Group manager project delivery – Nick Hamlin was in attendance for this item.

(During discussion, Councillor Byars returned to the meeting at 11.02am.)

Resolution

Moved Cr Menzies, seconded Cr Frazer and resolved:

That the Services and Assets Committee:

- a) **receives the report titled “Services and Assets Programme Report” dated 24 May 2021.**

7.4 Te Anau Wastewater Scheme Update to Committee

Record no: R/21/5/22262

Group manager project delivery – Nick Hamlin was in attendance for this item.

Resolution

Moved Mayor Tong, seconded Cr Ruddenklau and resolved:

That the Services and Assets Committee:

- a) **receives the report titled “Te Anau Wastewater Scheme Update to Committee” dated 25 May 2021.**

7.5 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for March 2021

Record no: R/21/4/19869

Manager contracts, water and waste – Bill Witham was in attendance for this item.

Resolution

Moved Cr Keast, 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 March 2021” dated 25 May 2021.**

The meeting concluded at 11.34am.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE SERVICES AND ASSETS  
COMMITTEE HELD ON TUESDAY 1 JUNE 2021.

DATE:.....

CHAIRPERSON:.....