



---

## 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, 28 November 2018 at 1.02pm.

---

#### **PRESENT**

|                    |   |
|--------------------|---|
| <b>Chairperson</b> | Brian Dillon<br>Mayor Tong (2.13pm – 2.37pm)  |
| <b>Councillors</b> | Stuart Baird<br>John Douglas<br>Paul Duffy<br>Bruce Ford<br>Darren Frazer<br>George Harpur<br>Julie Keast<br>Ebel Kremer<br>Gavin Macpherson<br>Neil Paterson<br>Nic k Perham |

#### **APOLOGIES**

Mayor Tong (for lateness)  
Councillor Stuart Baird

#### **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>Committee Advisor</b>                     | Fiona Dunlop   |

---

**1 Apologies**

There were apologies from Mayor Tong for lateness and absence from Councillor Baird.

**Resolution**

Moved Chairperson Dillon, seconded Cr Paterson **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**

**Resolution**

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

**That the Services and Assets Committee confirms the minutes of the meeting held on 17 October 2018 as a true and correct record of that meeting.**

**Reports**

**8.1 Three-Yearly District Revaluation**

**Record No: R/18/9/21340**

Finance Manager – Sheree Marrah was in attendance for this item.

Mrs Marrah introduced the team of Gail Smits – Manager Quality and Audit, Phil Janssen – Lead Valuer, Tim Gibson - Senior consultant and Dave Johnson – Registered Valuer from Quotable Value to the meeting

Gail Smits and Tim Gibson took the meeting through a presentation on the District revaluation and explained various aspects to the revaluation.

### **Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Three-Yearly District Revaluation” dated 20 November 2018.**

## **Reports for Recommendation**

### **7.1 Use of Unmanned Aerial Vehicle Policy**

**Record No: R/18/10/24925**

Policy Analyst – Jane Edwards and Strategic Manager Property – Kevin McNaught were in attendance for this item.

Mrs Edwards advised that the purpose of the report was to consider the request to Council from the Te Anau Community Board to amend the Use of Unmanned Aerial Vehicle Policy to include the Te Anau lakefront within the restrictions and to seek the Committee’s approval to recommend to Council that the policy is also amended to clarify the distinction between Restrictions and Prohibited Areas.

### **Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Use of Unmanned Aerial Vehicle Policy” dated 20 November 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) **Recommend to Council amending the policy to include the Te Anau lakefront, from the Marakura Yacht Club to Blue Gum Point, within the Restrictions, and**

that an education campaign be undertaken to help build the confidence of Te Anau residents in understanding the implications of any policy changes.

- e) **Recommend to Council amending the policy to state that Prohibited Areas are areas where the use of Unmanned Aerial Vehicles is prohibited in all instances, with the exception of emergency services only.**

## **8.2 Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for October 2018**

**Record No: R/18/10/24825**

Operations Manager – Bill Witham was in attendance for this item.

### **Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Downer Water and Wastewater Maintenance Contract 10/01 - Monthly Report for October 2018” dated 20 November 2018.**

## **8.3 Roding Operations October 2018**

**Record No: R/18/10/24826**

Strategic Manager Transport – Hartley Hare was in attendance for this item.

(Mayor Tong joined the meeting at 2.13pm.)

### **Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Roding Operations October 2018” dated 20 November 2018.**

## **8.4 Forestry Operations - Financial Report to 31 October 2018**

**Record No: R/18/11/26582**

Graduate Accountant – Kate Westenra was in attendance for this item.

### **Resolution**

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

**That the Services and Assets Committee:**

- a) **Receives the report titled “Forestry Operations - Financial Report to 31 October 2018” dated 21 November 2018.**

## Public Excluded

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

#### Resolution

Moved Cr Ford, seconded Cr Perham

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

#### **C9.1 Road Pavement Rehabilitation Programme 2018/2019**

**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   |
|--|--|--|
| Road Pavement Rehabilitation Programme 2018/2019 | 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 Group Manager, Services and Assets, Group Manager, Environmental Services, Chief Financial Officer, 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 Road Pavement Rehabilitation Programme 2018/2019. 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 the Strategic Manager Transport be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the items C9.1 Road Pavement Rehabilitation Programme 2018/2019. 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 2.25pm.

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 2.37pm.

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE SERVICES AND ASSETS  
COMMITTEE HELD ON WEDNESDAY 28 NOVEMBER  
2018.

**DATE:**.....

**CHAIRPERSON:**.....