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**MINUTES**  
of the  
**OPERATIONS COMMITTEE MEETING**  
held  
**9.30am, Thursday, 13 May 2021**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Deputy Mayor C Bryant (Chair), Cr C Mackenzie (Deputy Chair), Mayor T King, Crs D McNamara, C Butler, D Ogilvie, T Tuffnell, C Hill (via zoom), A Turley, B Dowler, T Walker, K Maling and D Wensley

**In Attendance:** Engineering Services Manager (R Kirby), Activity Planning Manager (D Fletcher), Programme Delivery Manager (R McGuigan), Transportation Manager (J McPherson), Utilities Manager (M Schruer), and Executive Assistant (L Turpie)

**Part Attendance:** Community Development Manager (S Edwards), Reserves and Facilities Manager (R Hollier), Libraries Manager (G Coote), Community Relations Manager (C Choat), Environmental and Planning Manager (D Bush-King), Project Management Adviser (C Blythe), and Reporting and Insights Analyst – PMO (A Becher)

**1. OPENING, WELCOME**

Chairman Bryant opened the meeting and welcomed everyone attending.

Councillor Mackenzie presented the opening karakia.

**3. Public Forum**

Nil

**4. DECLARATIONS OF INTEREST**

Nil

**5. LATE ITEMS**

Nil

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## 6 CONFIRMATION OF MINUTES

**Moved Cr Ogilvie/Cr Maling**

**OC21-05-1**

**That the minutes of the Operations Committee meeting held on Thursday, 1 April 2021, be confirmed as a true and correct record of the meeting.**

**CARRIED**

## 7 REPORTS OF COMMITTEE

Nil

## 8 PRESENTATIONS

### 8.1 Smart Environmental

**Tim Hodgson and Yuri Schokking** from Smart Environmental provided a powerpoint presentation. They spoke about their current solid waste contract with the Council. They currently provide solid waste services to 16 Councils and have 25 Contracts throughout New Zealand including neighbouring contracts with Grey District Council and Buller District Council.

They commended the successful diversion of waste initiated at the Takaka Transfer Station by the Takaka Recycling Ambassadors.

In response to a question about the levels of contamination, Mr Schokking responded that the Tasman District's solid waste amount was one of the lowest that they work with. They allocated this success to the Council's well-driven public education and clear literature.

In response to a question about disposal of incontinence products and nappies, Mr Schokking responded that this was part of the producer responsibilities and that currently Central Government are looking at ways of improving this.

Mr Hodgson and Mr Schokking tabled their presentation and invited the Councillors if they desired to tour their solid waste and recycling facilities within the District.

Several Councillors thanked Mr Hodgson and Mr Schokking on their informative presentation.

## 9 REPORTS

Item - ROC21-05-1. Chairman's Report - has been moved to another part of the document.

### 9.2 Affordable Housing Proposal - Takaka

Reserves and Facilities Manager, Richard Hollier presented the report which was taken as read.

Several Councillors acknowledged the benefits of this housing model and the good work undertaken to progress this project.

In response to a question about the Golden Bay Community Board involvement Mr Hollier stated that though not actively involved in the process, the Golden Bay Community Board had given its support to the project.

**Moved Cr Butler/Cr Hill**

**OC21-05-2**

**That the Operations Committee:**

1. receives the **Affordable Housing Proposal - Takaka ROC21-05-2**; and
2. supports the **Golden Bay/Mohua Affordable Housing Project proposal to establish two additional pensioner flats in Takaka in principle**; and
3. requests the **Community Development Manager to execute a construction / occupancy agreement with the Mohua Affordable Housing Trust to ensure Council's interest in the proposed development is protected**; and
4. notes its thanks and appreciation to the **Golden Bay/Mohua Affordable Housing Project for its work in providing quality affordable housing in Golden Bay**.

**CARRIED**

### **9.3 PMO - Government Stimulus Programme progress report**

Project Management Adviser, Chris Blythe and Reporting and Insights Analyst, Anette Becher presented the Programme Management Office report which was taken as read. Mr Blythe noted that all funding agreements have now been signed and are in delivery stage. Mr Blythe further noted that the general national trend of shovel ready projects falling behind was not the case for the Council.

In response to a question about recent adverse feedback from different parts of the country in regards to the Significant Natural Areas Mr Blythe stated he would find out more details and report back at the next Operations Committee meeting.

In response to a question Mr Blythe explained that the risk of us not meeting employment targets for the Wilding Conifer is being addressed through discussions for additional funding from the Ministry of Primary Industries.

**Moved Cr Tuffnell/Cr McNamara**

**OC21-05-3**

**That the Operations Committee receives the PMO - Government Stimulus Programme progress report ROC21-05-03.**

**CARRIED**

### **9.4 Community Development Operations Update Report**

Reserves and Facilities Manager, Richard Hollier spoke to the Reserves and Facilities update report which was taken as read.

In response to a question about the old wharf rebuild Mr Hollier said that he will be seeking Council's approval to have this work carried forward into the next financial year.

On response to a question about the repairs to the Motueka Memorial Hall post hail storm damage on Boxing Day, Mr Hollier responded that this is almost complete. He said that we are waiting for the new full black out curtains which are coming in from the United States. Costs have been largely met by insurance, however, the curtains will be covered by the Council.

In response to praise received on the Saxton Field upgrade, Mr Hollier stated he would pass this on to the staff and contractors involved.

In response to a question about a new cemetery, Mr Hollier stated that this required further discussion and possible involvement with Nelson City Council.

In response to a question about the disabled shower/toilet at the Aquatic Centre, Ms Edwards stated she would follow up and report back at the next Operations Committee meeting.

In response to a question of why there was a failure in the playground equipment resulting in a child being hurt, Mr Hollier stated he would report back to the committee on the reason for the equipment failure once his investigation into the matter is complete. He noted that the Council follows the requirements of New Zealand playground safety with weekly and annual inspections.

In response to a question about securing a manhole at the Māpua domain, Mr Hollier reported he would follow up and report back.

Libraries Manager, Glennis Coote spoke to the Libraries update report which was taken as read.

In response to a question about the Māpua Community Association collecting oral history of the area, Ms Coote said she would contact them to see if we can assist them.

In response to a question about the Iwi involvement in the Motueka Library build, Ms Coote confirmed that Iwi have been invited to attend all meetings.

Community Relations Manager, Chris Choat spoke to the Community Relations update report which was taken as read.

In response to a question about the Antenna app, Mr Choat responded that he has been in contact with other councils who use this app successfully to see how they are achieving this. The cost of the app is \$1,400 per month. Mr Choat will bring a report to the Operations Committee in three months about the viability of keeping the Antenna app.

#### **Moved Cr Walker/Cr Wensley**

#### **OC21-05-4**

**That the Operations Committee receives the Community Development Operations Update Report ROC21-05-4.**

**CARRIED**

*The meeting adjourned at 10.39am and resumed at 10.55am*

### **9.5 Engineering Services Activity Report**

Engineering Services Manager, Richard Kirby spoke to the Engineering Services Activity report which was taken as read.

Activity Planning Manager, Dwayne Fletcher spoke to the Activity Planning report which was taken as read. He stated there has been a record number of sections in construction throughout the district.

In response to a question about upgrading the Kohikiko culvert as part of a Pohara development Mr Schruer responded that it is not intended to upgrade the culvert.

In response to a question on Developer Contributions and rates funding for the stormwater upgrade in Motueka, Mr Fletcher responded he would confirm the details and report back at the next Operations Committee.

In response to a question about the concerns about the delays to the Catchment Management Plans for Motueka, Mr Fletcher responded that they will be reported through the Strategic and Policy Committee meeting and that Motueka will proceed after June this year.

Utilities Manager, Mike Schruer spoke to the Utilities report which was taken as read. He included the National Performance Review report for the Councillor's information and to show

how Tasman District Council is tracking against other Councils.

Transportation Manager, Jamie McPherson spoke to the Transportation report which was taken as read. He stated that a temporary preferred solution of the Lower Queen Street / Berryfield Drive intersection will be implemented this month. Mr McPherson acknowledged how helpful NMIT have been in trying to find a safe and practical solution to the temporary upgrade and to the eventual permanent upgrade for the intersection.

In response to a question about three dangerous trees in road reserve in Riwaka Valley, Mr McPherson responded he would have them checked into and would respond to the Councillor directly.

In response to questions about the location of a new concrete swale on Pomona Road, Mr McPherson responded that the existing drain has scoured badly, and that there had also been a crash at the location recently which had increased the site's priority. Funding for this will come from the Provincial Growth Fund.

In response to several questions about the Tasman Great Taste Trail Mr McPherson responded that he would check on the state of the track in the Tasman View area. He further explained the process of the Council's responsibility/liability should someone be hurt on the trail.

In response to a question on clarification of where a slip on Wainui Hill was, Mr McPherson responded it was on the Tata Beach side of the hill and that it was being monitored to see if the slip will settle down.

Programme Delivery Manager, Russell McGuigan spoke to the Programme Delivery report which was taken as read. Mr McGuigan displayed a drone photo of Borck Creek and gave background on this successful project. The collaboration with the developers of the use of the fill removed by the Council saved 19,000 truckloads of spoilage going to land fill which is equivalent to 400 tonnes of carbon, it was delivered six years before planned, and has given a saving of \$7 million for the Council.

There was a discussion around the underspend which can be partially addressed by flexibility in the long term plan. Mr Kirby indicated that staff intend reviewing the capital projects over the next three years in order to more effectively plan and programme their delivery and thereby minimise the risk of underspends and carry forwards. This may require a change in staff delegation regarding the timing of expenditure and should that be the case any change in delegation would be presented back to Council for approval.

In response to a question on the over budget costs on the Motupipi cycle bridge Russell responded that he is currently speaking to a bridge expert to look at possible value engineering options. He will report back at the next Operations committee meeting.

Mr McGuigan updated the committee on the Pohara stormwater consent hearing held on Tuesday in Takaka. The Commissioner has asked for further information and will make a decision once this is received. Mr McGuigan will update the committee on the decision when received.

**Moved Cr McNamara/Cr Dowler**

**OC21-05-5**

**That the Operations Committee receives the Engineering Services Activity Report  
ROC21-05-5.**

**CARRIED**

### **9.1 Chairman's Report**

Chairman Stuart Bryant presented the his report which was taken as read.

**Moved Cr McNamara/Cr Maling**

**OC21-05-6**

**That the Operations Committee receives the Chairman's Report ROC21-05-1.**

**CARRIED**

### **10 CONFIDENTIAL SESSION**

Nil

Councillor Hill presented the closing karakia.

The meeting concluded at 12.02pm

Date Confirmed:

Chair: