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**MINUTES**  
of the  
**OPERATIONS COMMITTEE MEETING**  
held  
**9.30am, Thursday, 24 June 2021**  
at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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

**In Attendance:** Engineering Services Manager (R Kirby), Activity Planning Manager  
(D Fletcher), Acting Programme Delivery Manager (R O'Grady),  
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), Customer Services Manager (S Westley), Community  
Relations Manager (C Choat), Environmental and Planning Manager  
(D Bush-King) (via zoom), Project Management Adviser (C Blythe), and  
Reporting and Insights Analyst – PMO (A Becher), Environmental Information  
Manager (R Smith)

**1 OPENING, WELCOME**

Chairman Bryant opened the meeting and welcomed everyone attending.  
He welcomed Waimea Youth Councillor Juliet Blythe to the meeting.  
Councillor Mackenzie presented the opening karakia.

**2 APOLOGIES AND LEAVE OF ABSENCE**

**Moved Cr Mackenzie/Maling**  
**OC21-06**

**That apologies for absence from Cr Greening be accepted.**

**LOST**

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**3 PUBLIC FORUM**

Nil.

**4 DECLARATIONS OF INTEREST**

Nil.

**5 LATE ITEMS**

Nil.

**6 CONFIRMATION OF MINUTES**

**Moved Cr Dowler/Cr Maling  
OC21-06-1**

**That the minutes of the Operations Committee meeting held on Thursday, 13 May 2021, be confirmed as a true and correct record of the meeting subject to investigating Cr Greening's email of apology for the meeting.**

**Dowler/Maling  
CARRIED**

**7 REPORTS OF COMMITTEE**

Nil.

**8 PRESENTATIONS**

Nil.

**9 REPORTS**

Item - ROC21-06-1. Chairman's Report - has been moved to another part of the document.

**9.2 Treasury Report**

Finance Manager, Matthew McGlinchey presented the Treasury Report which was taken as read.

In response to a question on the appropriateness of this report being presented to the Operations Committee Mr McGlinchey responded that he felt it was appropriate and he was comfortable with the report being presented to the Operations Committee.

In response to a request of informing the public when Treasury Reports are presented to other committees than Full Council, Mr McGlinchey stated it will always be to the Operations Committee going forward. We will advise the public in the next Newline.

In response to a question about changes to the forecast on the Emissions Trading Scheme Mr McGlinchey stated this is influenced by Central Government and that pricing is likely to increase due to try and reduce waste. Further, Corporate and Governance Services Manager Mike Drummond stated that these matters are covered because we are obligated to via the by the Treasury Policy.

**Moved Cr Mackenzie/Cr Hill  
OC21-06-2**

**That the Operations Committee receives the Treasury Report RCN21-06-2.**

**CARRIED**

### **9.3 April 2021 Quarterly Financial Update**

Finance Manager, Matthew McGlinchey presented the April 2021 Quarterly Financial Update Report which was taken as read.

In response to a question about delivering an accurate year end forecast Mr McGlinchey stated that staff will make a recommendation about the year end surplus/deficit in the end of year Activity Report (approx. September Council meeting). Historically building has been in a deficit position but a surplus is expected this year. Further he spoke on the upcoming challenges expected with 3-waters and the necessity to ensure that the transfer of assets is as equitable as possible and that the Council is not placed in a worse financial position because of this.

In response to a question about why river stopbanks are not included in depreciation Mr Drummond stated as stopbanks are classed as land which is not depreciated.

In response to a question over the serious concern on the capital reforecast shortfall Mr Kirby responded that the flexibility in moving projects within the three year period will help with this. Mr Drummond further stated that there is a focus on improving performance in this area.

#### **Moved Cr Tuffnell/Cr Maling**

**OC21-06-3**

**That the Operations Committee receives the April 2021 Quarterly Financial Update report, RCN21-06-3.**

**CARRIED**

### **9.4 Environmental Information**

Environmental Information Manager, Rob Smith presented the Environmental Information report which was taken as read. Mr Smith introduced Mirka Langford, who has taken up the role of Senior Resource Scientist – Land and Soil.

In response to a question on proposed surveying to map active faults Mr Smith responded that the main driver of fault work was a clearer understanding of tsumani risk and our civil defence responsibility. Seed funding for this project will be taken from existing coastal processes budgets.

In response to a question about native habitat sites Mr Smith gave an explanation on the history of, and process undertaken to, access these sites. Mr Smith acknowledged the support received from land owners in many of their projects and hopes to see more ongoing support for the Wetland and Fish Passage project to be undertaken later this year.

In response to a question about the condition of the Pohara Creek Mr Smith responded that research is being undertaken to identify if this is a naturally occurring issue or from animal sources near the stream.

#### **Moved Cr Turley/Cr Hill**

**OC21-06-4**

**That the Operations Committee receives the Environmental Information report ROC21-06-4.**

**CARRIED**

## **9.5 Contract Recreation Water Quality Report - Summer 2020-21**

Environmental Information Manager, Rob Smith presented the Contract Recreation Water Quality report which was taken as read. He stated this good news story showed that the district achieved over its target of 98% and has very good water quality. The only exceptions to this was related to floods as you will always breach on a flood and Kaiteriteri Beach moving from good to fair.

In response to a question about Pohara Creek and possible septic contamination Mr Smith responded that Council has spent a lot of time in this catchment, has completed sampling and dye testing and has not found a septic leak. Further he explained that septic discharge causes a grey filamentous sludge and if found the Council should be informed. Mr Smith stated that he would circulate a picture of the sludge to the Councillors.

Mr Smith agreed that writing an article in Newline about how to spot a septic discharge would be helpful.

**Moved Cr Walker/Cr Hill**

**OC21-06-5**

**That the Operations Committee receives the Contract Recreation Water Quality Report - Summer 2020-21 ROC21-06-5.**

**CARRIED**

*The meeting adjourned at 10.55am and resumed at 11.11am*

## **9.6 Programme Management Office - Post COVID-19 Stimulus Funding Packages 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.

In response to a question about the close out process for projects and whether lessons are being captured Mr Blythe explained that there is a gate process at closure and we are seeing the first projects reach that stage. We are capturing lessons learned at closure and throughout project delivery. The PMO shares insights with the programme team at regular programme meetings.

Dr Becher noted a recent health and safety incident where a citizen ran over a supervisor's foot.

**Moved Cr Mackenzie/Cr Maling**

**OC21-06-6**

**That the Operations Committee receives the Programme Management Office - Post COVID-19 Stimulus Funding Packages Progress Report ROC21-06-6.**

**CARRIED**

## **9.7 Community Development Operations Update Report**

Customer Services Manager, Suzanne Westley presented the Customer Services report which was taken as read. Ms Westley expressed her pleasure at the rate rebate response programme with an average of 50 applications a week being received following the additional publicity.

Community Development Manager Susan Edwards stated that part of the Chief Operating Officer's responsibilities will be reporting to Council on Customer Service Requests.

In response to a question about workload stress and pressure with the Long Term Plan, Ms

Edwards responded there has been several measures undertaken to try to alleviate this.

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 new bollards in the Motueka Service Centre car park Mr Kirby stated that there had been some safety issues so bollards were erected. Unfortunately a staff member did reverse into one, as a result a request has been made to make them more identifiable.

In response to a question about the Wakefield Recreation Reserve Mr Hollier stated the next stage is an updated concept plan and consultation with the Moutere / Waimea Ward Councillors will be undertaken.

In response to the favourable comments received on the improved shower facilities in the Richmond Aquatic Centre Mr Hollier stated he would pass these comments on.

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

In response to a letter read out about the unveiling of a gifted pounamu stone “Ruamiki” to the Abel Tasman museum in Grootegast, Netherlands Mr Choat said they had promoted the gift when it was given and would be happy to promote this further.

**Moved Cr Mackenzie/Cr Ogilvie**

**OC21-06-7**

**That the Operations Committee receives the Community Development Operations Update Report ROC21-06-7.**

**CARRIED**

*Cr Tuffnell left the meeting at 12.00pm*

## **9.8 Engineering Service Activity Report**

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

Discussion on the four submissions NZ Infrastructure Commission – Te Tūāpapa ki te Ora, Infrastructure for a Better Future (an Infrastructure Strategy consultation document), Land Transport Rule: Setting of Speed Limits 2021, Supplementary Order Paper No. 38 on the Health (Fluoridation of Drinking Water) Amendment Bill; and the Minister of Transport’s Green Paper: Transport Emission: Pathways to Net Zero by 2050 was held.

The following comments were asked to be incorporated into the submissions:

- The lack of rail as a transport medium in the Tasman district.
- Cost implications of mandatory fluoridation of drinking water.
- That the Council will support an evidence based decision from health officials on fluoridation.
- Review wording on evidence on fluoridation impact on plants and animals.
- Rephrasing of the speed management and revenue gathering comment (in speed limits submission).

Activity Planning Manager, Dwayne Fletcher spoke to the Activity Planning report which was taken as read. He stated that due to the organisational restructure this would be the last time he presents this report. He gave a brief description on the recently released central government housing acceleration fund.

Utilities Manager, Mike Schruer spoke to the Utilities report which was taken as read.

In response to a question about an advice note on not taking kai moana from the Motueka estuary Mr Schruer responded that they had not discharged directly into the estuary but rather the wetlands which works as a filter before entering the estuary, and that the signs were a precaution only and that they will monitor the situation until the wetlands are totally drained. The signs will remain in place until they are satisfied that no further leaching is occurring.

In response to the ability to reduce the nitrate levels further Mr Kirby responded that we are well below the Department of Health guidelines however an option to dilute is already underway.

*The meeting adjourned at 12.36pm and resumed at 1.12pm.*

Transportation Manager, Jamie McPherson spoke to the Transportation report which was taken as read. He stated that the Waka Kotahi NZ Transport Agency report on the Wakefield pedestrian crossing has now been received.

In response to a question on culvert cleaning Mr McPherson explained the process undertaken and costs of culvert cleaning. Further he acknowledged that there is a backlog of culverts to be cleaned and will provide an update at the next meeting.

In response to a question on the footpath matrix Mr McPherson explained that new footpaths are part of the subsidised improvement program. He is hoping to present a report on this, possibly at the August meeting, after we have been informed of Waka Kotahi funding decisions.

In response to a question about the condition of the surface of George Quay Mr McPherson stated he would look into this.

In response to a question on Tangmere Road, Golden Bay Mr McPherson responded that staff are planning to have additional warning signage installed at the sharp curve beside the deep drain.

In response to a question about the street upgrade and beautification of Māpua Mr McPherson responded that this is in the Long Term Plan.

Senior Projects Manager, Rob O'Grady spoke to the Programme Delivery report which was taken as read. Mr O'Grady gave an explanation of the flexibility that has been built in over the next three years of project delivery.

**Moved Cr Hill/Cr Dowler  
OC21-06-8**

**That the Operations Committee:**

- 1. receives the Engineering Service Activity Report ROC21-06-8; and**
- 2. approves the four submissions and gives the Chair of Operations Committee and the Engineering Services Manager delegated authority to make minor amendments as necessary:**
  - a. on the NZ Infrastructure Commission – Te Tūāpapa ki te Ora, Infrastructure for a Better Future (an Infrastructure Strategy consultation document) (distributed separately);**
  - b. on the Land Transport Rule: Setting of Speed Limits 2021 (attachment 1);**
  - c. on the Supplementary Order Paper No. 38 on the Health (Fluoridation of Drinking Water) Amendment Bill (attachment 2); and**

- d. **on the Minister of Transport's Green Paper: Transport Emission: Pathways to Net Zero by 2050 (attachment 3).**

**CARRIED**

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

Chairman Stuart Bryant presented the his report which was taken as read. He reported that he had received a response from Waka Kotahi NZ Transport Agency over the concerns raised to the Tasman Regional Transport Committee on the delays in the completion of the works on Takaka Hill. It was suggested that Mr McPherson reach out to Catherine Taylor, a Waka Kotahi NZ Transport Agency board member that lives in our district, to further push the concerns.

**Moved Cr Butler/Cr Wensley**

**OC21-06-9**

**That the Operations Committee receives the Chairman's Report ROC21-06-1.**

**CARRIED**

### **10 CONFIDENTIAL SESSION**

Nil.

The meeting concluded at 1.47pm.

Date Confirmed:

Chair: