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**MINUTES**  
of the  
**ENGINEERING SERVICES COMMITTEE MEETING**  
held

**9.35 am, Thursday, 12 September 2013**

at  
**Tasman Council Chamber, 189 Queen Street, Richmond**

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**Present:** Councillor T E Norriss (Chair), Mayor R G Kempthorne, Councillors M L Bouillir, S G Bryant, B F Dowler, J L Edgar, B W Ensor, G A Glover, J L Inglis, T B King, Z S Mirfin, C M Maling, P F Sangster and E J Wilkins.

**In Attendance:** Chief Executive Officer (L McKenzie)  
Engineering Manager (P W Thomson)  
David Ogilvie (Motueka Community Board Chairman)  
Activity Planning Advisor (S Downs)  
Utilities Manager (J Cuthbertson)  
Utilities Network Engineer (D Stephenson)  
Transport Network Engineer (J McPherson)  
Programme Delivery Manager (R McGuigan)  
Development Engineer (D Ley)  
Administration Officer (G Woodgate)

**1 OPENING, WELCOME**

**2 APOLOGIES**

Moved Cr Bryant/Cr Glover  
ESC13-09-1

That apologies from Cr Maling for lateness be accepted.

**CARRIED**

**3 PUBLIC FORUM**

**3.1 Mr Hugh Gordon**

Mr Gordon spoke in support of the proposed changes to Council's Traffic Control Bylaw and in particular the addition of the Mapua Wharf Precinct to control vehicles from parking in that area.

9.38 am: Cr Maling arrived.

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### **3.2 Mr Devin Gallagher**

Mr Gallagher also spoke in support of the proposed changes to Council's Traffic Control Bylaw and in particular the addition of the Mapua Wharf Precinct.

9.40 am: Cr King arrived.

### **4 DECLARATIONS OF INTEREST**

Nil.

### **5 LATE ITEMS**

Nil.

### **6 CONFIRMATION OF MINUTES**

**Moved Cr Sangster/Cr Mirfin  
ESC13-09-2**

**That the minutes of the Engineering Services Committee meeting held on Thursday, 1 August 2013, be confirmed as a true and correct record of the meeting.**

**CARRIED**

### **7 REPORTS OF COMMITTEE**

Nil.

### **8 PRESENTATIONS**

Nil.

### **9 REPORTS**

#### **9.1 Chairman's Report, Report RESC13-09-01**

The Chair's report contained the following matters:-

- Welcome and thank you to Committee members and Council staff
- Regional Transport Committee
- The Challenges Ahead.

The Chair requested a letter of thanks be sent to members of the A4A Committee for their work over the past three years.

Committee members thanked Cr Norriss for 'a job well done' as Chair of the Engineering Services Committee.

**Moved Cr Bryant/Cr Mirfin  
ESC13-09-3**

**That the Engineering Services Committee receives the Chairman's Report RESC13-09-01.**

**CARRIED**

## **9.2 Action Sheet, Report RESC13-09-02**

The report outlined the outstanding action items from previous Engineering Services Committee meetings.

Committee members were advised by the Engineering Manager that a report would be tabled at the next Engineering Services Committee meeting regarding the Moutere Highway/Waimea West Road/Golden Hills Road safety improvements.

### **Moved Cr Edgar/Cr Maling ESC13-09-4**

**That the Engineering Services Committee receives the Action Sheet, Report RESC13-09-02.  
CARRIED**

## **9.3 Review of the Traffic Control Bylaw (2005), Report RESC13-09-03**

The Activity Planning Advisor, Sarah Downs, was in attendance to speak to her report contained within the agenda.

The purpose of the report was to request approval of proposed changes to the Council's Traffic Control Bylaw and to approve the process of public consultation on the Bylaw and proposed addition. The Committee was asked to note the proposed timelines for the process which meet the legal requirements under sections 83 and 86 of the Local Government Act 2002.

9.50 am: Mayor Kempthorne arrived.

Committee members requested a copy of the existing Traffic Control Bylaw and discussed the following matters:-

- The special consultative procedure to advertise the Traffic Control Bylaw review for public consultation
- How the parking restrictions would be portrayed to the public
- Unauthorised vehicles parking in disabled car parks
- The possible use of planter boxes and/or picnic tables to restrict vehicles entering the Mapua Wharf Precinct.

### **Moved Councillor Bouillir/Cr Inglis ESC13-09-5**

**That the Engineering Services Committee:**

- 1) receives the Review of the Traffic Control Bylaw (2005) Report RESC13-09-03; and**
- 2) agrees that the proposed Traffic Control Bylaw is the most appropriate way of addressing the need to manage parking and traffic movements; and**
- 3) notes that the proposed Traffic Control Bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990; and**
- 4) approves the proposed Traffic Control Bylaw including the addition to the Traffic Control Bylaw as noted in Table 1; and**
- 5) approves the release of the draft Traffic Control Bylaw, the Statement of Proposal and Summary of Information for public consultation using the Special Consultative Procedure outlined in sections 83 and 158 of the Local Government Act 2002; and**
- 6) approves that the most appropriate method for distribution of the "Summary of Proposal" is through Newline; and**

- 7) **authorises staff to make minor amendments to the draft Traffic Control Bylaw as required before it is publicly advertised for consultation; and**
- 8) **appoints a subcommittee, consisting of Councillors Norriss, Ensor and King to consider and hear any submissions to the bylaw, if required.**

**CARRIED**

Cr Edgar abstained from voting on the resolution.

#### **9.4 2012/2013 Utilities Budgets - Carryovers to 2013/2014, Report RESC13-09-04**

The Utilities Manager, Jeff Cuthbertson, was in attendance to speak to his report contained within the agenda.

The purpose of the report was to seek approval to carry over some of the 2012/2013 approved Utilities budget into the 2013/2014 financial year to ensure projects are able to be completed.

Committee members discussed the following matters:-

- If all the carryover work from 2012/2013 to 2013/2014 could be undertaken.  
The Utilities Manager replied that he would discuss this issue with the Programme Delivery Manager and report back to the Committee.
- The increased percentage costs for the Richmond Water Treatment Plant due to delays.  
The Utilities Manager replied that there were no project delays. Investigations had shown that some pipe work required replacing in addition to the project work and this fact was unknown at the start of the project.
- The lack of capital expenditure on Poole and High Streets, Motueka (other than maintenance work) with funding being diverted to flood control work.

**Moved Cr Edgar/Cr Mirfin  
ESC13-09-6**

**That the Engineering Services Committee:**

- 1) **receives the 2012/2013 Utilities Budgets - Carryovers to 2013/2014, Report RESC13-09-04; and**
- 2) **approves the proposed 2012/2013 Utilities budget carryovers into the 2013/2014 financial year for the projects listed in Attachment 1 at a total cost of: \$4,176,907 for Water; \$1,124,144 for Wastewater; \$1,162,754 for Stormwater; and \$991,769 for Solid Waste.**

**CARRIED**

#### **9.5 Transportation Budget Carryovers from 2012/13 to 2013/14, Report RESC13-09-05**

The Engineering Manager, Peter Thomson, spoke to the report contained within the agenda.

The purpose of the report was to provide a list of the identified funds that needed to be carried over from the 2012/2013 to the 2013/2014 financial year to meet the Annual Plan and Long Term Plan expectations, and ensure projects and activities are completed for: Transportation, Roding and Footpaths, Coastal Structures and River Control Works.

This item was left to lie on the table until after 'In Committee' matters had been discussed.

## 9.6 Utilities Report, RESC13-09-06

The Utilities Manager, Jeff Cuthbertson, was in attendance to speak to the report contained within the agenda.

The report summarised the Utilities activities for the period of July 2013.

Committee members discussed the following matters:-

- Locals are finding it difficult to recycle at the Murchison resource recovery operation under its current setup.  
The Utilities Manager replied that he would raise this matter with the contractor.
- The need for the operating hours at the Mariri Waste Recovery Centre to be more flexible.  
The Utilities Manager replied that this issue was already under discussion.
- Green waste processing in Golden Bay.

### Moved Cr Edgar/Cr Bryant ESC13-09-7

**That the Engineering Services Committee receives the Utilities Report RESC13-09-06.  
CARRIED**

10.30 – 10.55 am: Morning tea. Mayor Kempthorne did not return following the morning tea break.

## 10 CONFIDENTIAL SESSION

### 10.0 Procedural motion to exclude the public

#### Moved Cr Ensor/Cr Maling ESC13-09-8

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

**This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:**

#### 10.1 Confidential Minutes of the Engineering Services Committee of 1 August 2013

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good

under section 7.	(including commercial and industrial negotiations).	reason for withholding exists under section 7.
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### 10.2 Jackett Island Erosion Problem - Long Term Solution Report

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

### 10.3 Land Purchase - Warring Car Park

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

**CARRIED**

### RESUMPTION OF OPEN SESSION

Moved Cr Maling/Cr Sangster  
ESC13-09-12

That the open meeting be resumed.

**CARRIED**

## 11 REPORTS - Continued

### 11.1 Champion Road Stormwater, Report RESC13-09-07

The Utilities Manager, Jeff Cuthbertson, was in attendance to speak to his report contained within the agenda.

The purpose of the report was to advise the Committee on work to date on the Champion Road stormwater reticulation and future work required.

The Utilities Manager advised that it was cheaper and easier to design and maintain a box culvert than to design and build a bridge along upper Champion Road.

12.00 pm: Cr King returned.

Committee members discussed flooding concerns regarding the proposed velodrome facility on Saxton Field.

**Moved Cr Maling/Councillor Bouillir**  
**ESC13-09-16**

**That the Engineering Services Committee receives the Champion Road Stormwater Report**  
**RESC13-09-07.**

**CARRIED**

12.05 pm: Cr King departed.

## **11.2 Shared Landfill Management – Update, Report RESC13-09-08**

Utilities Network Engineer, David Stephenson was in attendance to speak to his report contained within the agenda.

The purpose of the report was to update the Committee on progress towards a joint landfill strategy with Nelson City Council and negotiation of interim commercial arrangements for access to the York Valley landfill for Tasman District waste.

The Utilities Network Engineer advised that staff were compiling information in anticipation of the Tonkin & Taylor report. Once this information (and any other as necessary) is provided, a second report will be prepared which evaluates the non-financial matters with respect to each landfill. This information will be presented and considered by staff of the councils at a meeting on 24 September 2013. In addition to this work, staff will commence the preparatory work required to prepare resource consent for Eves Valley. This consent will be for the existing stage two and for the next stage of development in the adjacent gully, stage three.

12.11 pm: Cr Edgar returned.

12.16 pm: Cr King returned.

**Moved Cr Mirfin/Cr Ensor**  
**ESC13-09-17**

**That the Engineering Services Committee receives the Shared Landfill Management - Update Report.**

**CARRIED**

## **12 CONFIDENTIAL SESSION - Continued**

### **12.1 Procedural motion to exclude the public**

**Moved Cr Maling/Councillor Bouillir**  
**ESC13-09-18**

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

**This resolution is made in reliance on section 48(1)(a) of the Local Government**

**Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:**

### 12.2 Land Purchase - Warring Car Park

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

**CARRIED**

### RESUMPTION OF OPEN SESSION

**Moved Cr Sangster/Cr Inglis  
ESC13-09-19**

**That the open meeting be resumed.**

**CARRIED**

12.36- 1.10 pm: Lunch.

### 13 REPORTS - Continued

#### 13.1 Transportation Budget Carryovers from 2012/13 to 2013/14, Report RESC13-09-05 Con't

Following the 'In Committee' section of the meeting, the Lower Queen Street Land Purchase Carryover from 2012/13 to 2013/14 of \$151,000 was deleted from the 2013/14 budget.

Committee members discussed the following matters:-

- The total budget of the Tasman Great Taste Trail – Stage One
- Other government department subsidy carryovers.

The Engineering Manager noted that additional allocations in the budget to top up NZTA funding that had not been completely used had been returned to general funds.

**Moved Cr Maling/Councillor Bouillir  
ESC13-09-16**

**That the Engineering Services Committee:**

- 1) receives the Transportation Budget Carryovers from 2012/13 to 2013/14, Report RESC13-09-05; and
- 2) approves the proposed 2012/2013 Transportation budget carryovers into the 2013/2014 financial year for the projects listed in Table 1 of Report RESC13-09-05 at a total cost of: \$5,154,460 for Transportation, Roading and Footpaths; \$324,667 for



**River Control Works and \$271,724 for Coastal Structures.**

**CARRIED**

**13.2 Transportation Update, Report RESC13-09-09**

Transport Network Engineer, Jamie McPherson, was in attendance to speak to the report contained within the agenda.

The purpose of the report was to provide an update on maintenance and operation activities over the last six weeks and details on any exceptions.

Committee members discussed the following matters:-

- If pre-engagement with local landowners had occurred before the Matiri Valley Road work was undertaken. The Transport Network Engineer replied that it had not occurred due to the work being renewal of existing infrastructure.

Mayor Kempthorne stated that discussions should take place with locals before this type of work is undertaken. He added that if locals felt work did not need to be undertaken, it should not be done - saving Council funds.

- Upper Stanley Brook Road strengthening. The Transport Network Engineer was asked if the forestry contractor was contributing to this work and he replied they were not.
- The poorly organised opening of Stage 1 of the Tasman Great Taste Trail.
- A recent pothole repair outside 47 Tudor Street, Motueka had failed almost immediately. The Transport Network Engineer advised that he would investigate.

**Moved Cr Sangster/Cr Wilkins**

**ESC13-09-17**

**That the Engineering Services Committee receives the Transportation Update, Report RESC13-09-09.**

**CARRIED**

**13.3 Jackett Island Interim Works Report, RESC13-09-10**

The Activity Planning Advisor, Sarah Downs, was in attendance to speak to her report contained within the agenda.

The report provided an update on the status of the Jackett Island Interim Works project.

The Activity Planning Advisor noted that six sand bags had slumped in the middle of the geotextile sand bag wall at the southern end of Jackett Island and that work had been commissioned for 23 September 2013 to remove sandbags from the northern end to put them on top of the slumped sand bags.

**Moved Cr Wilkins/Cr Inglis**

**ESC13-09-20**

**That the Engineering Services Committee receives the Jackett Island Interim Works Report RESC13-09-10.**

**CARRIED**

#### **13.4 Whitwell Carpark, Report RESC13-09-11**

The Engineering Manager, Peter Thomson, was in attendance to speak to the report contained within the agenda.

The purpose of the report was to provide information around the status of ownership and the Council's obligations with regard to the Whitwell car park in Motueka.

Motueka Community Board Chair, Mr David Ogilvie, emphasised the seriousness of this matter and that the Transportation Manager had wrongly linked two quite separate issues. He added that the Whitwell car park currently has a designation of Public Car Park and that the designation enables Council to control, manage, plan, design, construct and maintain the land for car parking purposes.

Mr Ogilvie, noted that the Transportation Manager had wrongly linked this to a separate 2001 report regarding the long term needs of car parking for Motueka.

Committee members discussed the following matters:-

- The Whitwell car park designation expiring in 2011 and not 2015 as stated in the report.
- The fact that the Whitwell car park is still on Council's planning maps and shown as a public car park.
- The Whitwell car park land being owned by Wakatu Inc.

Mr Ogilvie concluded by stating that Mr Whitwell is threatening to take this issue to the Ombudsman.

**Moved Cr Wilkins/Cr Ensor  
ESC13-09-21**

**That the Engineering Services Committee:-**

1. **receives the Whitwell Carpark Report RESC13-09-11; and**
2. **requests staff to gather further information regarding the validity of the Whitwell Carpark designation and Council's commitments to it.**

**CARRIED**

#### **13.5 Engineering Standards Review, Report RESC13-09-12**

The Development Engineer, Dugald Ley, was in attendance to speak to his report contained within the agenda.

The purpose of the report was to inform the Committee of the actions undertaken by staff at the request of Councillors at the August 2013 Engineering Services Committee meeting.

The Chair questioned the existence of secondary flow paths in certain areas.

**Moved Cr Mirfin/Cr Maling  
ESC13-09-18**

**That the Engineering Services Committee receives the Engineering Standards Review, Report RESC13-09-12.**

**CARRIED**

### **13.6 Programme Delivery Update, Report RESC13-09-13**

The Programme Delivery Manager, Russell McGuigan, was in attendance to speak to his report contained within the agenda.

The purpose of the report was to provide an update on current projects.

The Programme Delivery Manager apologized no report on the Richmond Town Centre Infrastructure was currently available to Committee members.

The Programme Delivery Manager noted that there are 163 engineering projects in total and that his report prioritised these to the top eleven currently being actively worked on. He then outlined Council's legal position with regards to Contract 843 – Yellow Pine Bridge Replacement.

**Moved Cr Bryant/Cr Edgar**

**ESC13-09-19**

**That the Engineering Services Committee receives the Programme Delivery Update, Report RESC13-09-13.**

**CARRIED**

### **13.7 Engineering Reorganisation, Report RESC13-09-14**

The Engineering Manager, Peter Thomson, was in attendance to speak to his report contained within the agenda.

The report provided an update on achievements against the list of key performance indicators (KPIs) included in the business case for change. The KPIs cover the first year of implementation of the approved changes.

The Engineering Manager outlined the NCS Customer Services Requests percentage statistics and added that this was a processing problem closing the requests off rather than a non-completion issue.

**Moved Cr Ensor/Cr Inglis**

**ESC13-09-20**

**That the Engineering Services Committee receives the Engineering Reorganisation - Report RESC13-09-14.**

**CARRIED**

The meeting concluded at 2.15 pm.

Date Confirmed:

Chair: