

MINUTES

TITLE: Engineering Services Committee
DATE: Thursday 27 May 2010
TIME: 9.30 am
VENUE: Council Chamber, 189 Queen Street, Richmond.

PRESENT: Crs T E Norriss (Chair), R G Currie, B F Dowler, B W Ensor, M J Higgins, J L Inglis, E J Wilkins, N Riley, J L Edgar, T B King, G A Glover

IN ATTENDANCE: Engineering Manager (P W Thomson), Transportation Manager (G Clark), Utilities Manager (J Cuthbertson), Development Engineer (D Ley), Asset Information Co-ordinator (J Komarovsky), Transportation Maintenance Engineer (S Steedman), R Firth (MWH), Executive Assistant (V M Gribble)

APOLOGIES

Moved Crs Currie/Dowler
ESC10-05-01

THAT apologies from Mayor R G Kempthorne, Crs S G Bryant and S J Borlase for absence be received.

CARRIED

1 PUBLIC FORUM

1.1 Freda Gerslov, Motueka Arts Council

Mrs Gerslov spoke about the road works in Motueka, particularly at Tudor Street, High Street, intersection. The Arts Council is disturbed by the treatment of seats and refuse bins while the work is being undertaken. The Arts Council would like a meeting to discuss any further streetscaping proposed.

2 CONFIRMATION OF MINUTES

2.1 Engineering Services Committee – 15 April 2010

Moved Crs Inglis/Dowler
ESC10-05-02

THAT the minutes of the Engineering Services Committee meeting held on Thursday 15 April 2010, containing resolutions numbered ESC10-04-01 to ESC10-04-10 be confirmed as a true and complete record.

CARRIED

3 CHAIRMAN'S REPORT – RESC10-05-01

Cr Norriss spoke to his report which was contained in the agenda. He withdrew his statement in the first paragraph under general on page 2. Cr Norriss acknowledged the work that everybody had done in helping with the cleanup after the flooding in Tapawera on 15/16 May 2010.

Cr Norriss advised that Jenny Chetwin has been appointed to replace Dr Deborah Hume at the New Zealand Transport Agency.

Mr Clark said NZ Transport Agency is looking at guidelines and rules to cover mobility scooters on footpaths.

**Moved Crs Ensor/Riley
ESC10-05-03**

**THAT the Chairman's Report – RESC10-05-01 be received.
CARRIED**

4 RAINFALL AND FLOOD EVENT, 15 – 16 MAY 2010 – RESC10-05-09

Mr Thomson introduced the report that was tabled at the meeting.

Crs Edgar and King arrived at the meeting at 9.50 am.

Mr Firth spoke to the report and gave a powerpoint presentation showing the extent of the damage that occurred with the rainfall and flood event of 15 – 16 May 2010 in the Tapawera area.

Cr Glover arrived at the meeting at 10.00 am.

**Moved Crs Norriss/Ensor
ESC10-05-04**

**THAT Emergency funding be applied for from the New Zealand Transport Agency based on estimates assessed to date for the rainfall and flood event of 15 – 16 May 2010. (Report RESC10-05-09).
CARRIED**

5 TRANSPORTATION REPORT – MAY 2010 – RESC10-05-02

Mr Clark was in attendance to present his report.

**Moved Crs Edgar/Riley
ESC10-05-05**

**THAT the Transportation Report – May 2010 – RESC10-05-02 be received.
CARRIED**

6 UTILITIES MANAGEMENT REPORT – RESC10-05-03

Mr Cuthbertson was in attendance to speak to the report contained in the agenda.

**Moved Crs Riley/Currie
ESC10-05-06**

**THAT the Utilities Management Report – RESC10-05-03 be received.
CARRIED**

**7 DEVELOPMENT/CUSTOMER SERVICE – THREE-MONTHLY REPORT
– JANUARY TO MARCH 2010 – RESC10-05-04**

Mr Ley was in attendance to speak to the report in the agenda which highlighted developments and service requests administered by the Engineering Department.

More explanation was asked for as to response times for service requests and also for the information to be broken down into areas for contracts.

**Moved Crs Glover/Wilkins
ESC10-05-07**

**THAT the Development/Customer Services – Three Monthly Report January to
March 2010 (RESC10-05-04) be received.
CARRIED**

**8 TENDERLINK – ADVERTISING CONTRACT TENDERS
ELECTRONICALLY – RESC10-05-05**

The report contained in the agenda advised the Engineering Services Committee that the Engineering Department is now using Tenderlink, the Local Government Online portal to advertise contract tenders. It will continue to advertise via newspaper until 1 August 2010.

**Moved Crs King/Edgar
ESC10-05-08**

**THAT the Tenderlink – Advertising Contract Tenders Electronically Report
(RESC10-05-05) be received.
CARRIED**

**9 CONFIRM – ASSET MANAGEMENT SYSTEM – UPDATE –
RESC10-05-06**

Asset Information Co-ordinator, J Komarovsky, was in attendance to speak to the report in the agenda which updated the Engineering Services Committee on CONFIRM, the Asset Management Information system used by Council.

Discussion was held on whether people putting in a service request had a phone call back giving a response to the service request.

Mr Thomson undertook to get a report back on how customer services requests are handled.

**Moved Crs King/Ensor
ESC10-05-09**

**THAT the Confirm – Asset Management System – Update Report (RESC10-05-06) be received.
CARRIED**

10 LICENCES TO OCCUPY ROAD RESERVE – RESC10-05-07

Mr Ley was in attendance to present the report contained in the agenda which updated the Committee on Licences to Occupy Road Reserve and recommended an increase in charges for these licences.

Mr Thomson said the intention was to standardise the yearly fee to cover costs for the existing few agreements. The recommendation is not to find every minor water pipe that crosses a road. There are private assets that need Council approval for their protection and Council's. They need agreements and it is in their own interest to have a licence to occupy. If Council wants to widen a road, who pays the costs of relocation of the private assets? He considered it sensible to have agreements in place. Mr Thomson said Council needs to be aware of even minor things in the road reserve that are privately owned.

**Moved Crs Norriss/King
ESC10-05-10**

**THAT a report based around the parameters on which licences to occupy would be based be presented to the next Engineering Services Committee meeting.
CARRIED**

11 RESOLUTION TO EXCLUDE THE PUBLIC

**Moved Crs Wilkins/Glover
ESC10-05-11**

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

Contract 652 – Murchison Resource Recovery Centre – Extension of contract

The general subject of the matter 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 passing 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
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Contract 652 – Murchison Resource Recovery Centre – Extension of contract	Good reason to withhold exists under section 7	Section 48(1)(a)
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This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interests protected by Section 6 or 7 of the Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason to withhold information under Section 6 or 7	Section
Enable any local authority holding the information to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	Section 7(2)(i)

CARRIED

(Refer to Confidential Minute book, resolution numbered ESC10-05-12).

**Moved Crs Higgins/Wilkins
ESC10-05-13**

**THAT public meeting be resumed.
CARRIED**

The meeting concluded at 12.34 pm.

Date Confirmed:

Chair: