

MINUTES



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MEMBERSHIP: Graeme Thomson (Chair), Deputy Mayor Nona Aston, Bill Burdett, Roger Haisman, Allan Hall, Gary Hope, Atareta Poananga, Brian Wilson and His Worship the Mayor (ex officio)

MINUTES of the OPERATIONS Committee

Held in the Committee Room, 15 Fitzherbert Street on Thursday 10 September 2009 at 1.00pm

PRESENT:

Councillors Gary Hope (Deputy Chair), Deputy Mayor Nona Aston, Bill Burdett, Roger Haisman, Allan Hall and Brian Wilson

IN ATTENDANCE:

Engineering & Works Manager Peter Higgs, Corporate Affairs Manager Douglas Birt, Land Transport Manager Dave Hadfield, Roading Area Engineer Eastern Robin Beale, Engineer Zane (Sandy) Gibson, Stormwater Engineer Joss Ruifrok, Rivers/Land Drainage Asset Manager Jürgen Komp, Roading Transportation Engineer Mark Joblin, Utilities Asset Manager Kevin Strongman, Utilities Administration Officer Rachel Jeffares, Community Facilities Asset Manager Terry McMillan, Commercial Property Manager Matthew Feist, Reserves Supervisor North Jenny Allen (from 2.55pm) and Committee Secretary Lesley Hillan

Cr Seymour

APOLOGY: Cr Graeme Thomson

1. Apology

MOVED by Cr Burdett, seconded Cr Wilson

That the Committee

1. accepts the apology from Cr Graeme Thomson.

CARRIED

2. Public forum, petitions, deputations and representation from tangata whenua

Nil

3. Confirmation of Minutes

Operations Committee – 13 August 2009

MOVED by Cr Burdett, seconded Cr Wilson

That the Committee

1. confirms the minutes of the meeting held on 13 August 2009.

CARRIED

Action Sheet

Noted.

4. Matters arising

- i) Item 2 Page 1 Traffic Calming Measures – Norman Road: Cr Wilson asked whether a letter had been written to Mr Edward Sweeney acknowledging his petition. The matter was to be noted as an action on the Action Sheet.

5. Notification of late items, questions and general business

Cr Seymour was in attendance at the meeting and notified the committee that she had an issue she would like to bring up in General Business.

6. Mayor's and Councillors' reports

Nil

7.0 Staff Reports

For decision

7.1 09/419 – Oak Street Traffic Calming Measures

In early 2009, a petition was submitted requesting speed humps along Oak Street. The report recommended that the initial phase for traffic calming measures should be the implementation of speed humps.

Cr Burdett said that the request meets the policy and therefore the committee was obliged to accept it.

MOVED by Cr Wilson, seconded Cr Poananga

That the Committee

1. receives the report
2. agrees to the installation of traffic calming measures (speed humps) in Oak Street
3. advises the petition organisers of its decision.

CARRIED

7.2 09/418 – Huxley Road Traffic Calming Measures

In early 2009 a petition was submitted requesting traffic calming measures along Huxley Road between De Lautour Road and Tyndall Road. The report recommended that the initial phase for traffic calming measures should be the implementation of speed humps.

MOVED by Cr Burdett, seconded Cr Wilson

That the Committee

1. receives the report
2. agrees to the installation of traffic calming measures (speed humps) in Huxley Road
3. advises the petition organisers of its decision.

CARRIED

7.3 09/431 – War Memorial Theatre Upgrade

The LTCCP 2009-10 included provision for the upgrade of the War Memorial Theatre. The initial upgrading was to address current inadequacies such as insufficient toilets, lack of foyer

space, lack of pre-performance and intermission facilities, limited stage facilities and inadequate seating.

The scope of the project needed to be investigated further.

There was a need to start this off with the establishment of a formal project management team to oversee the investigation and proposed options for the theatre upgrade.

Engineering and Works Manager Peter Higgs explained that the report was a summation of Cr Seymour's report.

Cr Seymour's report had also been on the Environment and Policy Committee agenda on Wednesday 9 September 2009.

MOVED by Cr Wilson, seconded Cr Poananga

That the Committee

1. receives the report
2. agrees to a project team being established consisting of:
 - Mayor Foon
 - Cr Seymour (Chair Environment and Policy/Urban Design Champion)
 - Project Manager (Peter McConnell)
 - Community Facilities Manager (Terry McMillan)
 - Principal Planner Urban Design (Duncan Rothwell)

CARRIED

7.4 09/430 – Proposed Minor Improvement Projects 2009/10

\$1,100,000 has been allocated in the Ten Year Plan for 2009/10 for minor improvement projects. A programme of seventeen projects were recommended for the committee's consideration.

MOVED by Cr Poananga, seconded Cr Hope

That the Committee

1. receives the report
2. approves the proposed minor improvement projects 2009/10 budget of \$1,100,000 allocated in the Ten Year Plan.

CARRIED

7.5 09/394 – Library and Olympic Pool Reporting

Changes to reporting were recommended in the report.

MOVED by Cr Hall, seconded Cr Poananga

That the Committee

1. receives the report

2. **recommends to Council** that the Pool and the Library should in future report to the Community Development Committee for community components and the Operations Committee for significant asset issues only.

CARRIED

For noting

7.6 09/432 – Inflow and Infiltration Activity Report to August 2009

The report updated progress on the Inflow and Infiltration Project since the last report presented to the May Operations Committee meeting.

Utilities Asset Manager Kevin Strongman introduced Engineer Sandy Gibson to the committee. He said that the inflow and infiltration project team were working on the inspection of Sewer Catchment 20.

MOVED by Cr Hope, seconded Cr Burdett

That the Committee

1. receives the report.

CARRIED

7.7 09/433 – Stormwater Utility Activity Report to August 2009

The report updated the progress on stormwater activities from 2 July 2009 to 26 August 2009 and covered capital works that are underway, or programmed, and also recently completed works.

Engineering and Works Manager Peter Higgs commented on the Wainui School planting day. He said approximately fifty people had turned up. Photos were passed around for the committee's information.

MOVED by Cr Hope, seconded Cr Wilson

That the Committee

1. receives the report.

CARRIED

7.8 09/443 – Rivers & Land Drainage Activity Report to August 2009

The report summarised the Rivers/Land Drainage Division activities including updates and highlights for the month of August 2009.

MOVED by Cr Hope, seconded Cr Burdett

That the Committee

1. receives the report.

CARRIED

7.9 09/450 – Roading Projects Activity Report to August 2009

Work is progressing on the 2009/10 regional development projects with the two biggest contracts let.

The NZ Transport Agency had recently announced that funding for the walkway/cycleway had not been approved.

MOVED by Cr Burdett, seconded Cr Poananga

That the Committee

1. receives the report.

CARRIED

7.10 09/434 – Water Education

The Gisborne District Council's Utilities Division commenced a water education programme earlier this year in order to address water conservation in Gisborne and to educate and inform residents of the water restrictions.

Utilities Asset Manager Kevin Strongman introduced Utilities Administration Officer Rachel Jeffares to the committee.

Cr Poananga left the meeting at 2.30pm.

MOVED by Cr Wilson, seconded Cr Haisman

That the Committee

1. receives the report.

CARRIED

7.11 09/435 – Waikanae Beach Holiday Park: Financial Results for the Period Ended 30 June 2009

The net cost of activity shows an operating deficit of \$101,977 for the period ended 30 June 2009. The deficit will be transferred to the motor camp reserve, leaving a reserve balance of \$231,840.

MOVED by Cr Wilson, seconded Cr Aston

That the Committee

1. receives the report.

CARRIED

8. Late items

Nil

9. Questions

Nil

10. General business

See commentary at the end of the meeting.

11. Public excluded business

RESOLUTION TO EXCLUDE THE PUBLIC SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

MOVED by Cr Burdett, seconded Cr Wilson

THAT

(1) The public be excluded from the following part of the proceedings of this meeting, namely

Item 11.1 – 09/439 Warrant of Fitness, Registration and Drivers Licence Centre: Financial Results for the Year Ended 30 June 2009

- (2) 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:-

<u>ITEM No</u>	<u>MINUTES/ REPORT OF:</u>	<u>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</u>	<u>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER</u>	<u>GROUND UNDER SECTION 48(1) FOR THE PASSING OF THIS RESOLUTION</u>
11.1	Assistant Accountant Corporate Planning	Warrant of Fitness, Registration and Drivers Licence Centre: Financial Results for the Year Ended 30 June 2009	Section 7(2)(i)	48(1)(a)

- (3) 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 the relevant part of the proceedings of the meeting in public are as follows:-

Item 11.1:

Section 7(2)(i): To enable the local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.

CARRIED

Community Facilities Asset Manager Terry McMillan, Commercial Property Manager Matthew Feisst, Reserves Supervisor North Jenny Allen and Chief Financial Officer Mike Drummond remained in attendance.

11.1 09/439 - Warrant of Fitness, Registration and Drivers Licence Centre: Financial Results for the Year Ended 30 June 2009

Cr Hall left the meeting at 3.20pm.

MOVED by Cr Wilson, seconded Cr Burdett

That the Committee

1. receives the report.

CARRIED

Re-admittance of the public

MOVED by Cr Hope, seconded Cr Aston

That the Committee

1. re-admits the public.

CARRIED

Cr Wilson left the meeting at 3.30pm.

10. General business (continued)

Cr Seymour spoke on the visit to Central Hawke's Bay and explained that a particular incident had occurred which made them look at the halls and buildings they owned throughout the district. She said this was something this Council hadn't done and she felt that the condition of all assets needed to be looked at.

Cr Seymour also spoke on the work plan for Lysnar Reserve. She said that nothing had happened since November last year.

Community Facilities Asset Manager Terry McMillan undertook to produce a work plan for the year.

There being no further business the meeting concluded at 3.35pm.

Gary Hope
Deputy Chairperson