



Minutes
of the
Service Delivery Committee
Ordinary Meeting

Date 2 April 2013
Venue Council Chamber
515 Mackay Street
Thames

Present
MK McLean JP (Chairperson) PA Brljevich
LA Fox
JT Wells
P French (for items 3.1-3.2)

In Attendance

Name	Item(s)
John Whittle (Group Manager Service Delivery)	All Items
Wendy Johnson (Personal Assistant)	All Items
Ben Day (Economic Development & Communications Manager)	All Items
Bruce Hinson (Water Services Manager)	5.1-5.2
Matt Busch (Roading Manager)	3.1-3.2
Derek Thompson (Parks & Reserves Contract Manager)	2.1 & 7.2

Meeting Commenced 09:02

Adjournment	Start	Finish	Reason
Chairperson	10:32	10:54	Morning Tea

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1 Meeting Conduct

1.1 Apologies

All members were present.

1.2 Public Forum

No members of the public were present.

1.3 Items not on the Agenda

No items not on the agenda were received.

1.4 Conflict of Interest

No conflicts of interest were received.

1.5 13 February 2013 - Service Delivery Committee Minutes for Confirmation

The Minutes of the previous meeting of the Service Delivery Committee were presented for confirmation.

Resolved

1. Confirms the following Minutes:
Service Delivery Committee - 13 February 2013

Moved/Seconded By: Fox/Brijevich

2 Parks and Reserves

2.1 Replacement of the Te Puru Boat Ramp Toilet in the 2012/2013 Financial Year

The Parks and Reserves Contract Manager sought approval from the Service Delivery Committee to replace the Te Puru Boat Ramp Toilet noting that if the replacement of this toilet is approved, staff are seeking Service Delivery Committee approval to accept the quote from Permacrete to replace the toilet with a Permaloo at an approximate cost of \$33,600 plus additional costs to raise the site and landscape.

Key Discussion Points

- After considering this report on 26 March 2013, the Thames Community Board resolved to:
 1. *Receives the report.*
 2. *Confirms that it supports the toilet being replaced.*

3. *Confirms that it supports the replacement toilet being located in the same position as the existing toilet.*
4. *Confirms the Permacrete - Permaloo as its preferred unit.*

Moved/Seconded By: *French/Baverstock*

- A water supply is not required as a foam dispenser would be installed which does not require a water supply.

Resolved

That the Service Delivery Committee:

1. Approves the replacement of the Te Puru Boat Ramp toilet.
2. Approves the installation of a Permaloo, the lowest priced product.

Moved/Seconded By: *Fox/Brljevich*

3 Roothing

3.1 NZTA Funding Assistance Rates (FAR) Review

The Roothing Manager sought approval of the content of Council's draft submission on NZTA's funding assistance rate discussion document and to seek a delegation from the Service Delivery Committee for approval of Council's submission.

The Roothing Manager then tabled a copy of the draft submission.

The Deputy Mayor participated in this discussion as he will be attending the Regional Transport Committee on Friday 5 April 2013, along with Councillor McLean as Council's representatives.

Key Discussion Points

- NZTA have a series of meetings scheduled to cover this review. A Regional Advisory Group meeting is scheduled for Wednesday 3 April 2013 and a Regional Transport Committee meeting on Friday 5 April 2013 in which the Deputy Mayor and the Service Delivery Committee Chairperson will attend.
 - TCDC are currently disadvantaged with revenue, high non-resident population base, higher land values, etc.
 - Pitching for a flat rate could be an option.
 - The Group Manager Infrastructure indicated that a combination could be a flat rate and a pool (which would assist in providing incentives those who are disadvantaged).
 - This formula was brought in approximately 30 years ago and has not had a major review since then.
 - The Deputy Mayor commented:
 - There are three main issues: keep it simple, cost effective to administer and transparent - so there is a review at the end of it.
 - Councils will want to support the option which gives them the best percentage.
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- There will be winners and losers.
- What areas do we not support?
- That he wished to seek guidance from staff on what we do and do not support and wished to obtain a consensus on our preferred option/s.

The Roading Manager commented on the reduction in funding options:

- Incentives approach – to raise the level of capacity of asset management.
- Relative benefit approach.

Councillor Brljevich suggested that we should be lobbying to disadvantage high land values and promote a flat rate. We should be lobbying an appeal for special cases.

Instead of rateable land value, vehicle kilometres travelled could be a measure, As could an average income.

Resolved

That the Service Delivery Committee:

1. Receives the report.
2. Notes the discussion as feedback.
3. Delegate authority to the Service Delivery Committee Chairperson and Deputy Mayor to approve on behalf of the Committee, Council's final submission to the New Zealand Transport Agency.

Moved/Seconded By: Brljevich/Wells

3.2 Berm Mowing Policy Review

The Roading Manager advised that the berm mowing policy has been reviewed by staff and that no changes to the policy are proposed.

Resolved

That the Service Delivery Committee:

1. Receives the report.
2. Notes that the berm mowing policy has been reviewed by staff with no changes proposed.
3. Recommends to Council that the current adopted berm mowing policy not be reviewed.

Moved/Seconded By: Fox/Brljevich

4 Solid Waste

No items received.

5 Water Services

5.1 Utilities - Service Delivery

The Group Manager Infrastructure and Water Services Manager formally updated the Service Delivery Committee on work undertaken on possible options for Utilities (water, wastewater and stormwater) Service Delivery. Approval was also sought to obtain from the Service Delivery Committee a resolution that this matter be brought back to the Service Delivery Committee in July 2013 with an update on the on-going national and regional work.

Key Discussion Points

- The purchasing discounts currently held by Veolia, need to be taken into account
- Working stock is currently held by Veolia for immediate repairs.
- Regarding the risk factor, this is allowed within the contract.

Resolved

That the Service Delivery Committee:

1. Receives the report.
2. Notes that no further work is to be undertaken at this stage.
3. Requests that the report be reconsidered in July when the current National and Regional work streams have further progressed.

Moved/Seconded By: Fox/Brjovich

5.2 Utilities Matters Arising from the Service Delivery Committee Action Schedule

Following the Service Delivery Committee meeting on 13 February 2013, various utilities matters were raised requiring comment from the Water Services Manager. The Water Services Manager provided this report to inform the Committee of actions to date on these matters.

Key Discussion Points

- Whangapoua Stormwater Issue
 - A natural watercourse was always on this undeveloped property. With the Anarake subdivision, the drain was cleared out as it was overgrown. The property owner is dissatisfied that the easement is not located where the drain is. Councillor Brjovich will discuss this matter further with the property owner.
- Ohuka Park Water Scheme
 - Councillors McLean and Fox requested a breakdown in infrastructure which will be provided by the Water Services Manager.
- Whitianga Water Reservoir
 - The logging work has now been completed. Work is progressing on this matter.
- Cooks Beach Wastewater Scheme
 - The Water Services Manager will discuss this further with the Mercury Bay Community Board on 5 April 2013.

- Wharekaho Wastewater System
 - The cost options will be provided within the report which is to be presented to the Service Delivery Committee at their next meeting on 8 May 2013.

Stormwater Matters at Sarah Avenue, Whitianga

- The report prepared by the Water Services Engineer will be considered for release to Mr and Mrs Ganley.

Resolved

That the Service Delivery Committee:

1. Receives the report.
2. Request that the stormwater matter at Sarah Avenue, Whitianga be added to the Service Delivery Committee action schedule.

Moved/Seconded By: Fox/Wells

6 Reports

6.1 March 2013 - Service Delivery Committee Action Schedule

The Service Delivery Committee were provided with an update on the Service Delivery Committee Action Schedule.

Resolved

That the Service Delivery Committee:

1. Receives the report.
2. Requests that the stormwater matter on Sarah Avenue, Whitianga be added to the Service Delivery Committee action schedule.

Moved/Seconded By: Brijevich/Wells

6.2 January/February 2013 - Infrastructure Group Managers' Monthly Report

The Group Manager Infrastructure updated the Service Delivery Committee on progress of key group activities within the last two months.

Resolved

That the Service Delivery Committee:

1. Receives the report.

Moved/Seconded By: Fox/Brijevich

6.3 Members' Reports

The Chairperson invited members to provide a brief verbal report on activities undertaken and meetings attended in the period since the last meeting.

Councillor Brljevich

- Little Bay has recently had a dust seal treatment applied. The dustiest part of the road has not had any treatment. The Coromandel-Colville Community Board will now seal the rest of the carpark seal from funding within their budgets.
- Councillor Brljevich will discuss the Manaia footpath project further with the Roading Manager.

Councillor Wells

- Asked if staff or Committee Members had received an economic impact statement in dollar terms for the Beach Hop 2013. The Economic Development and Communications Manager will provide this to Councillor Wells.

Councillor Fox

- Buffalo Beach Erosion: progress is being made but the communication aspect needs to be improved. Suggested a fortnightly bulletin to be sent to the working/steering group.
- Mercury Bay Sports Complex: in terms of the issues, let's just look forward and continue on with the project making the best use of the facility. The question of providing a viewing platform on the ablution block roof is being considered at an estimated further \$500,000.

Resolved

That the Service Delivery Committee:

1. Receives the Members' Reports.

Moved/Seconded By: McLean/Wells

7 Public Excluded

Resolution to Exclude the Public

Section 48, Local Government Official Information and Meetings Act 1987.

Resolved

That the public:

1. Be excluded from the following parts of the proceedings of this meeting namely:

Item Business

- 7.1 13 February 2013 - Confirmation of Public Excluded Minutes
- 7.2 Proposed Two Month Extension of Contract C04/02 Parks, Gardens, Cemeteries & Community Facilities Operations & Maintenance

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:

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 the Resolution
Confirmation of Public Excluded Minutes	<p>(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>(7)(2)(i) – Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>(48)(1)(a) – That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>
Proposed Two Month Extension of Contract C04/02 Parks, Gardens, Cemeteries & Community Facilities Operations & Maintenance	<p>(7)(2)(i) – Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>7(2)(b)(i) – Protect information where the making available of the information would disclose a trade secret.</p> <p>(7)(2)(h) – Enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>(7)(2)(i) – Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p>	<p>(48)(1) – Subject to subsection (3) of this section, a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds:</p> <p>(48)(1)(a) – That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</p>

Moved/Seconded By: Wells/Brijevich

7.1 13 February 2013 - Public Excluded Service Delivery Committee Minutes for Confirmation

The Service Delivery Committee considered an item that is to remain in the Public Excluded Minute Book.

7.2 Proposed Two Month Extension of Contract C04/02 Parks, Gardens, Cemeteries & Community Facilities Operations & Maintenance

The Service Delivery Committee considered an item that is to remain in the Public Excluded Minute Book.

Resolved

That the public be re-admitted to the meeting and resolutions taken with the public excluded be confirmed in the public session except for the following items which are to remain in the Public Excluded Minute Book.

Item	Business
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7.1	13 February 2013 - Confirmation of Public Excluded Minutes
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7.2	Proposed Two Month Extension of Contract C04/02 Parks, Gardens, Cemeteries & Community Facilities Operations & Maintenance
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Moved/Seconded By: Brljevich/Wells

Meeting Closed at 11:18 am

The foregoing Minutes were certified as being a true and correct record of the meeting of the Service Delivery Committee held on 2 April 2013.

Chairperson _____ Date _____