

## **MACKENZIE DISTRICT COUNCIL**

### **MINUTES OF A MEETING OF THE PROJECTS AND STRATEGIES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 23 NOVEMBER 2010 AT 2.20 PM**

#### **PRESENT:**

Graeme Page (Chairman)  
Claire Barlow (Mayor)  
Crs John Bishop  
Peter Maxwell  
Annette Money  
Graham Smith

#### **IN ATTENDANCE:**

Glen Innes (Chief Executive Officer)  
Bernie Haar (Asset Manager)  
John O'Connor (Utilities Engineer) for part of the meeting  
Frank Ledingham (Manage – Roading) for part of the meeting  
Carl MacKay (Solid Waste Manager) for part of the meeting  
Rosemary Moran (Committee Clerk)

#### **I APOLOGY:**

Resolved that an apology be received from Cr Williams.

**Claire Barlow /Annette Money**

#### **II MINUTES:**

The Minutes of the meeting of the Operations Committee held on 10 September 2010 were confirmed as the correct record on the recommendation of the former Mayor and the Chief Executive Officer.

#### **IV REPORTS:**

##### **1. TERMS OF REFERENCE – PROJECTS AND STRATEGIES COMMITTEE:**

This report from the Chief Executive Officer was accompanied by Draft Terms of Reference for the Projects and Strategies Committee.

Resolved that the report be received.

**Annette Money/Claire Barlow**

Resolved that the following terms of reference for the Projects and Strategies Committee be adopted for a trial period:

### **Terms of Reference for the Projects and Strategies Committee**

The Projects and Strategies Committee has the overall aim of ensuring progress in the provision of high quality services and infrastructure for its community. Adequate progress in completing projects has been a significant source of concern to the previous Council.

The Committee needs to take a strategic view, focus on the big issues and not be bogged down in detail that may be better left to management. Depending on Council decision, its scope may cross boundaries of divisions of Council and be serviced by different members of the management team according to the projects and strategies it is dealing with.

The first task for the Council is to decide upon the priorities that it wishes to set itself for the next three years. What strategic directions need to be decided upon and what projects need to be seen through to completion in that time? From there, the Council needs to determine which of these need to be dealt with by this Committee, which by others and which by the full Council itself.

The roles of the Committee will be

- To advance those key priorities and projects for the next three years that Council has determined should be best dealt with by this Committee
- To agree appropriate strategies to advance those priorities.
- To agree appropriate timetables to take the agreed projects through to completion.
- To monitor the achievement of the work programme against pre-set milestones.
- To receive Asset Management reports.

To ensure that the Committee keeps its focus on its major tasks, care needs to be taken not to clog the agenda with more routine items. For example, routine acceptance of tenders could easily be dealt with by the Finance Committee. Other less strategic items may be best directed through community boards or handled by full Council.

**Graham Smith/John Bishop**

## 2. BRIEFING PAPERS:

The Asset Manager distributed an updated copy of the briefing paper on Asset Management. The briefing paper regarding Community Facilities was included in the Agenda and the briefing papers for the Planning and Regulatory and Finance and Administration Activities had been distributed previously.

The Asset Manager answered questions on his briefing paper.

The Chief Executive Officer guided the meeting through the briefings on the Community Facilities, Planning and Regulations and Finance and Administration activities.

## 3. ASSET MANAGER'S MONTHLY REPORT:

This report from the Asset Manager referred to the Ashwick/Opuha Stock Water Race, Twizel Oxidation Ponds, Twizel Water Consent, Twizel Water Supply, Manuka Terrace Water Supply, Revaluation of District's Infrastructural Assets, Review of Resource Consents, NZTA, Bridge Replacement, Lake Ruataniwha Picnic Area, Roothing, Bridge Repairs, Minor Improvements, Unsealed Road Metalling, Unsealed Road Grading and Reseals 2010/2011.

Resolved:

1. That the report be received.
2. That the Safety Footpath in Fairlie through the Reserve be added to the list of Minor Improvements Projects.

**Graham Smith/Annette Money**

4. TWIZEL WATER SUPPLY:

This report from the Asset Manager advised of the Medical Officer of Health's increasing concerns that the Twizel Water Supply remained untreated.

Resolved that the report be received.

**Claire Barlow/John Bishop**

Serious concerns were expressed about the safety of the untreated Twizel water supply particularly in terms of it serving the District's largest town which is heavily dependent on tourism and in light of the advent of the Alps to Ocean Cycleway and international rowing events which are held in Twizel.

Resolved that in light of concerns expressed by Medical Officer of Health, the Projects and Strategies Committee urges the Twizel Community Board to progress the disinfection of the Twizel water supply.

**Annette Money/Peter Maxwell**

3 ASSET MANAGER'S MONTHLY REPORT (Continued):

**Solid Waste:**

The Committee considered the report from the Solid Waste Manager which referred to key strategies for the Solid Waste Activity for the future.

The Asset Manager advised that the stocks of black bags used for disposing of residual rubbish were running out. The Solid Waste Manager had suggested that use be made of the redundant green bags previously used to dispose of putrescibles.

Resolved:

1. That the green bags no longer used to collect putrescible waste, be used for the collection of residual waste.

2. That an appropriate education programme be undertaken regarding the use of the green bags for collection of residual waste

**Graham Smith/Annette Money**

**V PUBLIC EXCLUDED:**

Resolved that the public be excluded from the following part of the proceedings of this meeting namely:

1. Road Reseals 2010/2011

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under Section 48(1) for the passing of this resolution</b>
Road Reseals	Commercial Sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) 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: *Road Reseals*– section 7(2)(b)(ii)

**Graham Smith/Peter Maxwell**

The Committee continued in Open Meeting.

**CONFIRMATION OF RESOLUTIONS TAKEN WITH THE PUBLIC EXCLUDED:**

**ROAD RESEALS:**

Resolved that the following decisions made with the Public Excluded be confirmed:

1. That the tender of Blacktop Construction Limited for the sum of \$499,421.43 be provisionally accepted by Council subject to an acceptable negotiated contract being completed.
2. That staff negotiate with Blacktop to achieve a contract schedule and price that is acceptable to Community Boards and Council.
3. That any renegotiated contract be reported to the Council meeting of 14 December for final acceptance.

**Graham Smith /John Bishop**

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4.20 PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_