
MINUTES
of the
OPERATIONS COMMITTEE MEETING
Komiti Mahi

held
9:30am, Thursday, 22 February 2024

at
Tasman Council Chamber, 189 Queen Street, Richmond

Present: Councillor C Mackenzie (Chair), Mayor T King (Zoom), Deputy Mayor S Bryant, Councillors C Butler (zoom), G Daikee, B Dowler, J Ellis (Zoom), C Hill, M Kininmonth, K Maling, B Maru, D Shallcrass, and T Walker (Deputy Chair)

In Attendance: Group Manager - Community Infrastructure (R Kirby), Group Manager - Information, Science & Technology (S Manners), Group Manager – Service & Strategy (J Ridd), Programme Delivery Manager (R McGuigan), Reserves & Facilities Manager (G Reburn), Libraries Manager (G Coote), Customer Services Manager (J Lee-Van Dijk), Programme Leader – Property Transactions (R Cant), Road Maintenance Programme Leader (B McManus), Waters and Waste Manager (M Schruer), Team Leader Project Managers (R O’Grady and A Henderson) and Democracy Services Advisor (K McLean)

1 OPENING, WELCOME

The Chair opened the meeting with a karakia and acknowledged Chanel Starkey who had been appointed to the Operations Committee iwi representative role, noting that her first meeting would be 4 April 2024, with an official welcome.

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Councillor Maru/Councillor Shallcrass
OC24-02-1

That the apologies from Mayor T King, Deputy Mayor Bryant and Councillor Greening for absence and from Councillor C Hill for lateness be accepted.

CARRIED

The Mayor (via Zoom) and Deputy Mayor subsequently attended.

3 PUBLIC FORUM

Nil

4 DECLARATIONS OF INTEREST

Councillor D Shallcrass declared an interest in the skatepark series.

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

**Moved Councillor Maling/Councillor Dowler
OC24-02-2**

That the minutes of the Operations Committee meeting held on Thursday, 7 December 2023, be confirmed as a true and correct record of the meeting.

CARRIED

Councillor C Hill joined the meeting at 9.36am.

Group Manager Community Infrastructure, Richard Kirby acknowledged new staff members.

7 REPORTS

7.1 Libraries, Customer Service and Community Partnerships Update Report

The report was taken as read. Libraries Manager, Glennis Coote answered questions on the libraries section of the report.

Action: Ms Coote to collate and provide data around hireage statistics of community groups to Councillor Walker.

Group Manager – Service and Strategy, John Ridd answered questions on the community partnerships section of the report.

Action: Mr Ridd to follow up with Yulia Panfylova regarding assistance/support for Murchison students and possible travel to Murchison.

Customer Services Manager, Janet Lee-Van Dijk received acknowledgement regarding the team's achievements and helpful high quality information being provided.

**Moved Councillor Maling/Councillor Maru
OC24-02-3**

That the Operations Committee

- 1. receives the Libraries, Customer Service and Community Partnerships Update Report**

CARRIED

7.2 Community Infrastructure Activity Report

The report was taken as read. The Managers spoke to their relevant sections and answered

questions.

Management update – Group Manager Community Infrastructure, Richard Kirby

Property update – Programme Leader – Property Transactions, Robert Cant

Action: Nick Chin to follow up with Councillor Maru regarding land purchases putting commercial leases at risk (paragraph 4.9).

Transportation update - Road Maintenance Programme Leader, Brian McManus

Action: Mr McManus to report back to Councillor Kininmonth regarding 125 Mapua Drive work funding.

Waters & waste update – Waters and Waste Manager, Mike Schruer

Deputy Mayor Bryant joined the meeting at 10.40am.

Mayor King joined the meeting (via Zoom) at 10.58am.

The meeting was adjourned at 11:00am and reconvened at 11:20am, Deputy Mayor Bryant was not present.

Reserves and facilities – Reserves and Facilities Manager, Grant Reburn

Action: Mr Reburn to report back to the next meeting regarding community housing waiting lists and when the last person left a rental unit

Deputy Mayor Bryant joined the meeting at 11.40am.

Programme delivery – Team Leader Project Managers, Rob O’Grady and Adam Henderson

**Moved Councillor Shallcrass/Councillor Kininmonth
OC24-02-4**

That the Operations Committee

1. receives the **Community Infrastructure Activity Report** .

CARRIED

7.3 Digital Innovation Programme Update

Group Manager – Information, Science and Technology , Steve Manners took the report as read and answered questions.

**Moved Councillor Maling/Councillor Hill
OC24-02-5**

That the Operations Committee

1. receives the **Digital Innovation Programme Update report**.

CARRIED

The meeting concluded at 12.04pm.

Confirmed as a correct record of proceedings by resolution on 4 April 2024.

OC24-04-6

That the minutes of the Operations Committee meeting held on Thursday, 22 February 2024, be confirmed as a true and correct record of the meeting.

CARRIED

Confirmed