
MINUTES
of the
OPERATIONS COMMITTEE MEETING
Komiti Mahi

held
9.30am, Thursday, 21 August 2025

at
Tasman Council Chamber, 189 Queen Street, Richmond

The [video recording](#) of this meeting is available on the Council's YouTube channel

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

In Attendance: Chief Operating Officer (S Manners), Group Manager - Community Infrastructure (R Kirby), Governance Manager (R Byrne), Senior Governance Advisor (K McLean) and Governance Officer (K Latham)

1 OPENING KARAKIA, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Councillor Shallcrass/Councillor Walker
OC25-08-1

That the apologies from Mayor T King, Councillor M Greening and Councillor M Kininmonth for absence be accepted.

CARRIED

3 PUBLIC FORUM

Nil

4 DECLARATIONS OF INTEREST

Nil

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

**Moved Councillor Maling/Councillor Daikee
OC25-08-2**

That the minutes of the Operations Committee meeting held on Thursday, 10 July 2025, be confirmed as a true and correct record of the meeting.

CARRIED

7 REPORTS

7.1 Information Services Update

Programme Manager – Digital Innovation Programme, Chris Blythe, presented the report and answered questions.

**Moved Councillor Maru/Councillor Ellis
OC25-08-3**

That the Operations Committee

- 1. receives the Information Services Update report ROC25-08-1.**

CARRIED

7.2 Response to 2025 Resident Survey

Communications and Change Manager, Chris Choat, presented the report, spoke to a PowerPoint presentation and answered questions.

Action: Chris Choat to investigate the feasibility of extending Newsline's distribution within the Golden Bay area.

**Moved Councillor Walker/Deputy Mayor Bryant
OC25-08-4**

That the Operations Committee

- 1. receives the Response to 2025 Resident Survey Report ROC25-08-2; and**
- 2. endorses the proposed Engagement Framework and review of the Significance and Engagement Policy.**

CARRIED

Attachment 1 Responding to the Community Power Point - Chris Choat

The meeting was adjourned at 10:34am and reconvened at 10:46am.

7.3 Community Infrastructure Activity Report

Transportation Manager, Jamie McPherson, presented the Transport section of the report and answered questions.

Group Manager – Community Infrastructure, Richard Kirby and Recovery Support Manager, Rylee Pettersson, presented the Group Manager section of the report and responded to questions.

Waters and Wastes Manager, Mike Schruer, presented the Wasters and Waste section of the report and answered questions.

Enterprise and Property Services Manager, Nick Chin, presented the Property section of the report and answered questions.

Team Leader – Reserves Operations, Richard Hilton, presented the Reserves and Facilities section of the report and answered questions.

Councillor Dowler left the meeting at 11:23am.

**Moved Deputy Mayor Bryant/Councillor Maru
OC25-08-5**

That the Operations Committee

- 1. receives the Community Infrastructure Activity Report ROC25-08-3.**

CARRIED

8 CONFIDENTIAL SESSION

Nil

The meeting concluded at 11:33am.

Confirmed as a correct record of proceedings by resolution on Enter date .