
MINUTES
of the
OPERATIONS COMMITTEE MEETING
Komiti Mahi
held
9.30am, Thursday, 2 October 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), Mayor T King (via Zoom), Deputy Mayor S Bryant, Councillors C Butler, G Daikee, B Dowler, J Ellis, C Hill, M Kininmonth, K Maling, B Maru, D Shallcrass, and T Walker (Deputy Chair), and Ms C Starkey (via Zoom)

In Attendance: Acting Chief Executive Officer (S Manners), Service and Strategy General Manager (J Ridd), Acting Group Manager - Community Infrastructure (R McGuigan) Governance Manager (R Byrne) and Governance Officer (R Grover)

1 OPENING KARAKIA, WELCOME

2 APOLOGIES AND LEAVE OF ABSENCE

Moved Councillor Walker/Councillor Butler
OC25-10-1

That the apology from Councillor M Greening for absence be accepted.
CARRIED

3 PUBLIC FORUM

Nil

4 DECLARATIONS OF INTEREST

Nil

5 LATE ITEMS

Nil

6 CONFIRMATION OF MINUTES

Moved Councillor Maru/Councillor Dowler
OC25-10-2

That the minutes of the Operations Committee meeting held on Thursday, 21 August 2025, be confirmed as a true and correct record of the meeting.

CARRIED

7 REPORTS

7.1 Downer Alliance Update

Downer Alliance Manager, Drew Hayes presented a PowerPoint presentation and answered questions.

Attachment 1 Downer Alliance Update - PowerPoint Presentation

7.2 Information Services Update

Programme Manager, Digital Innovation Programme, Chris Blyth presented the report.

Chief Digital Officer, Peter Darlington and Acting Chief Executive Officer, Steve Manners answered questions on the report.

Action: Mirka Parker (with GIS support) to deliver a future presentation to the committee on Freshwater Farm Plan information to explain system access levels and how this information is managed and shared.

Moved Councillor Maru/Councillor Butler
OC25-10-3

That the Operations Committee

- 1. receives the Information Services Update Report ROC25-10-2.**

CARRIED

Mayor King joined the meeting at 10.30am

7.3 Community Infrastructure Activity Report

Acting General Manager, Russell McGuigan presented the Management Update section of the report.

Team Leader – Wastewater, Becky Marsay, presented the Waters and Waste Update section of the report and answered questions and advised distributing the Agenda, a new waste management contract had commenced with Smart Environmental (a 10 year contract).

Road Maintenance Programme Leader, Brian McManus presented the Transport section of the report and answered questions and noted the Pokororo Swing Bridge repairs were currently being reviewed by staff and contractors with the goal to reach project completion by summer this year.

Enterprise and Property Services Manager, Nick Chin, presented the Property section of the report and noted an amendment to item 6.10 of the report - Richmond Library work being completed by December 2025, not October. He answered questions on the report.

Reserves & Facilities Manager, Grant Reburn provided the Reserves and Facilities Update. He advised since distributing the Agenda some funding had been provided to council from the Department of Internal Affairs in relation to the recent flooding incidents at Lord Rutherford Park Pavillion.

Programme Delivery Manager, Russell McGuigan and Team Leader, Project Managers, Adam Henderson presented the Programme Delivery Update section of the report and answered questions.

Mr McGuigan noted changes to the style of reporting for programme delivery, with staff now grouping projects together into work programmes instead of projects being standalone in reports. He advised there were currently fifteen work programmes and each work programme had an assigned staff lead – programme manager.

Action: Becky Marsay to provide an update email to all elected members following the recent water outage in Motueka and its impact on the emergency town water supply. Update to include emergency firefighting options - how firefighting can be managed if the town water supply fails, access to additional water reservoirs and water bores (e.g. Motueka Recreation Centre) in an emergency and the operational timeframes to use water bores during an emergency event (input from Mirka Parker).

Action: Becky Marsay to provide further clarification in relation to paragraph 4.1 of the report.

Action: Becky Marsay to report back with more information in relation to resource recovery charges for whiteware at resource recovery centres.

Action: Nick Chin to report back via email with an information update on earthquake prone buildings and any pause to earthquake strengthening work being conducted on council owned buildings.

Action: Nick Chin to provide a report to future committee meeting on Motueka Rec Centre roofing matters, including short term and long term options for building repairs.

Action: Grant Reburn to liaise with Reserves Officer, Steve Richards, and report back via email with clarification to the costs associated with the recent painting issue at the Decks Reserve toilets, whether it sits with the contractor or council.

Moved Councillor Shallcrass/Councillor Kininmonth
OC25-10-4

That the Operations Committee

- 1. receives the Community Infrastructure Activity Report ROC25-10-3.**

CARRIED

8 CONFIDENTIAL SESSION

Nil

The meeting concluded at 11.10am.

CONFIRMED AS A TRUE AND CORRECT RECORD BY THE CHAIRPERSON AND CHIEF EXECUTIVE UNDER STANDING ORDER 26.4:



Chairperson

Christine Mackenzie

15/10/2025



Chief Executive

Leonie Rae

15/10/2025