

**WESTLAND**  
DISTRICT COUNCIL



# AGENDA

## Operations Committee

Council Chambers

Thursday

21 February 2013

1.00 pm

Councillor K.R. Scott (Chairperson),  
Councillors K.J. Eggeling, J.G. Birchfield,  
M.D. Montagu and A.N. Bradley.

## OPERATIONS COMMITTEE

**NOTICE IS HEREBY GIVEN THAT A MEETING OF THE OPERATIONS COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA, ON THURSDAY 21 FEBRUARY 2013 COMMENCING AT 1.00 PM**

1. **MEMBERS PRESENT AND APOLOGIES**

Nil.

2. **CONFIRMATION OF MINUTES – 17 SEPTEMBER 2012**

*(Pages 3-6)*

3. **INWARD CORRESPONDENCE**

3.1 **Rob Daniel, Chair, Hokitika Reserves and Environs Community Group:**

Regarding Hokitika Town Entrance Signs

*(Pages 7-9)*

3.2 **Glenys Byrne, Community Development Officer, Hokitika Reserves and Environs Community Group:**

Regarding Daffodils at the Fitzherbert Street Roundabout.

*(Page 10)*

4. **GENERAL BUSINESS**

4.1 **Sunset Point Erosion Update:**

*The Group Manager – Assets and Operations will provide an update to the Committee on the Sunset Point Erosion.*

**NEXT MEETING: 15 APRIL 2013**

**MINUTES OF A MEETING OF THE OPERATIONS COMMITTEE, HELD IN THE COUNCIL CHAMBERS, WESTLAND DISTRICT COUNCIL, 36 WELD STREET, HOKITIKA ON MONDAY 17 SEPTEMBER 2012 COMMENCING AT 1.00 PM**

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1. **PRESENT**

Councillor K.R. Scott (Chairperson)

Councillors K.J. Eggeling, J.G. Birchfield, A.N. Bradley and M.D. Montagu (from 1.40pm)

**APOLOGIES**

Nil.

**ALSO IN ATTENDANCE**

T. Winter, Chief Executive; V. Goel, Group Manager – Assets & Operations; P.G. Anderson, Engineer; K.E. Manera, Receptionist and R.C. Simpson, Manager Planning and Regulatory (until 1.30pm)

2. **CONFIRMATION OF MINUTES – 14 MAY 2012**

Moved Councillor Birchfield, seconded Councillor Eggeling and **Resolved** that the Minutes of the Operations Committee Meeting held on the 14 May 2012 be confirmed as a true and correct record of the meeting.

3. **INWARD CORRESPONDENCE**

3.1 **Jim Harland, Regional Director Southern, NZ Transport Agency:** Regarding South Island Freight Plan: Proposal.

The Group Manager – Assets and Operations spoke to the above item and noted there is a particular interest in upgrading the single lane bridges right through the Westland District. Councillor Eggeling indicated his interest in the upgrading of all single lane bridges on State Highway 6.

The Committee noted that the Haast Hollyford project is very important and needs to be mentioned in the document.

The Group Manager – Assets and Operations suggested we need to engage with the Communities and have feedback to Jim Harland before the end of the year.

Moved Councillor Bradley, seconded Councillor Eggeling and **Resolved** that the letter be received and Operations staff to work on the key points that will have direct effects on Westland and go out to the stakeholders and arrange a workshop before the next Operations Committee meeting.

### 3.2 **Gavin Molloy, Victoria Street, Okarito:**

Gavin Molloy was in attendance at 1.20 pm.

Mr Molloy spoke to the Committee in regard to Victoria Street, Okarito.

Mr Molloy advised:

- In 2003 Council formed Victoria Street in Okarito following the grant of Resource Consent.
- In 2009 the then Operations Manager Rob Daniel put a proposal to Council to upgrade the road and include funding in 2008/09 Annual Plan for this work.
- The work is not yet complete.

Mr Molloy asked if Council intended to spend the unspent remainder of the allocated 2008/09 Annual Plan funding budgeted at that time to remedy alleged flooding issues in Victoria Street.

The Group Manager – Assets and Operations was asked to respond and he referred to his email and letter dated 24<sup>th</sup> February 2012 to Mr Molloy. He advised all queries raised by Mr Molloy had already been responded to in this letter. No response has been received as yet.

Mr Molloy referred to the Elliot Sinclair report and claimed that the contents of report were incorrect and not factual.

The Group Manager – Assets and Operations noted that Mr Molloy needs to respond to the last letter which includes a copy of this report. If Mr Molloy disagreed with the contents of the report he needs to provide evidence in support. This may include a report from his professional engineer.

The Chairman thanked Mr Molloy for his attendance and stated his points have been noted and that a written response will be sent to Mr Molloy.

Moved Councillor Bradley, seconded Councillor Eggeling and **Resolved** that the Group Manager – Assets and Operations draft up a response and circulate to the Committee Members for their input and comments.

#### 4. GENERAL BUSINESS

##### 4.1 Solid Waste Management and Minimisation Plan (SWMMP):

The Group Manager – Assets and Operations spoke in regard to the Solid Waste Management and Minimisation Plan (SWMMP).

The Group Manager – Assets and Operations noted that the Engineer and Planning Engineer had been working on the Solid Waste Management and Minimisation Plan (SWMMP) with changes from the Workshop.

Moved Councillor Birchfield, seconded Councillor Bradley and **Resolved** that a **Recommendation be made to Council** to adopt the draft Solid Waste Management and Minimisation Plan (SWMMP) and approve for public consultation.

##### 4.2. Proposed Updated Procurement Policy:

The Group Manager – Assets and Operations and the Engineer provided an update and gave a presentation to the Committee on the current Procurement Policy.

The Group Manager – Assets and Operations noted that the current Procurement Policy is based on last 2009-2019 Ten Year Plan and this needs to be updated. The updated version of the Procurement Policy will be in line with Westland District Council's 2012-22 Ten Year Plan.

The Group Manager – Assets and Operations discussed options around the Procurement Policy for Westland District. He advised that the draft Updated Procurement Policy will be available by the next Operations Committee meeting.

The Group Manager – Assets and Operations and Engineer to consult with Local Contractors and organise a Workshop for open discussion before the next Operations Committee meeting which is scheduled for November.

**4.3 Capital Works Program:**

The Group Manager – Assets and Operations provided an update to the Committee on the Capital Works Program.

A Committee discussion was held on the Capital Works Program.

*Note: The following item was not on the Operations Committee Agenda*

**Abyee Williams, Community Development Officer, Fox Glacier:**

Abyee Williams, Community Development Officer, Fox Glacier emailed through a list from the Fox Glacier Community of items of an operational nature that may require renewal or repair.

The Group Manager – Assets and Operations spoke to this list. He advised all works listed on the list were of operational nature and does not warrant being on the Operations Committee Agenda. The works listed were either complete or in progress. He advised that he has already spoken to Grant Gibb earlier and will be attending the next Fox Glacier Community meeting on 11 October 2012 and meet with Grant before the meeting.

Councillor Birchfield thanked the Group Manager – Assets and Operations for the updates.

**MEETING CLOSED AT 3.50PM**

**NEXT MEETING: MONDAY 12 NOVEMBER 2012 AT 9.15AM**

Confirmed:

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**Councillor Kyle Scott**  
**Chairperson**

\_\_\_\_\_  
**Date**

RDG 19.1

RECEIVED  
29 OCT 2012  
BY: \_\_\_\_\_

HOKITIKA RESERVES AND ENVIRONS COMMUNITY GROUP

24 October 2012

The Chairman  
Operations Committee  
Westland District Council

DEG	...	...	...	...	...	...	...	...	...
		✓							
		✓							

✓  
Clerk  
Scott

SCANNED

Dear Sir,

**HOKITIKA TOWN ENTRANCE SIGNS**

At recent meetings of our group there has been discussion on the lack of visibility of the town entrance signs due to low contrast of the rusty steel against the plants behind.

We seek the assistance of the Operations Committee to investigate and implement increased sign visibility. The purpose of the signs is to identify the town entrance to visitors so the sooner in the current tourist season the work is done the better.

Thank you for your consideration.

Sincerely,

Rob Daniel  
Chair







# Memo

**DATE:** 18 October 2012  
**TO:** Operations Committee  
**FROM:** Hokitika Reserves and Environs Community Group Meeting Tuesday  
16 October 2012

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## **DAFFODILS AT THE FITZHERBERT ST ROUNDABOUT**

Members of the Hokitika Reserves and Environs Community Group wish to plant NZ Iris plants among the daffodils at the roundabout to add some colour to the corner. Warren Montagu, who used to be part of this group will be asked to donate the plants and members of the committee have offered to plant them.

**Glenys Byrne**  
**Community Development Officer**