

Minutes - Projects and Services Committee 13 May 2021

	Details of Meeting:	PROJECTS AND SERVICES COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, CIVIC CENTRE, COMMERCE STREET, WHAKATĀNE ON THURSDAY, 13 MAY 2021 COMMENCING AT 9:00 AM
	Present:	Her Worship the Mayor J A Turner, Deputy Mayor A V Iles, Councillors G F van Beek (Chairperson), J W Pullar, GL Dennis, L N Immink, W B James, J C Jukes, V Luca, A R Silcock and N S Tánczos
	In Attendance:	S O'Sullivan (Chief Executive), D Bewley (General Manager Development and Environmental Services), K Scott (Acting General Manager Strategy & Transformation), G Fletcher (General Manager Community Experience), E Hatch (General Manager People and Engagement), R Trass (CFO & General Manager Business Partnering), B Gray (General Manager Infrastructure), N Woodley (Manager Policy, Planning and Consents Compliance), J Joyce (Matatā Wastewater Project Manager), C Burns (Project Manager), G Cooper (manager 3 waters), M Taylor (Manager Transportation), N Clarke (Manager Solid Waste), I Molony (Manager Open Spaces Operation), K Boreham (Senior Communications Advisor), M Sykes (Manager Collections and Research) and S M French (Governance Support Advisor)
	Visitors:	
	Apologies:	

The Chairperson welcomed all to the meeting, with a special welcome to the new General Manager Infrastructure; being his first Projects and Services Committee meeting.

1 CONFLICTS OF INTEREST

No conflicts of interest were reported.

2 CONFIRMATION OF MINUTES

Refer to pages 7-11 of the agenda.

RESOLVED:

THAT, subject to the addition below, the minutes of the Projects and Services Committee meeting held on Thursday, 25 March 2021 be confirmed as a true and correct record.

Deputy Mayor Iles/Councillor Pullar

CARRIED

Presentation: Waka Kotahi were asked if they were aware of the increased traffic expected from Ōpōtiki horticultural sector that would travel via Tāneatua township and mention was made that the natural bypass route would be via the railway corridor.

3 REPORTS

3.1 Matatā Wastewater Project Update – May 2021

Refer to pages 12-16 of the agenda.

The Matatā Wastewater Project Manager advised that as well as agreeing a co-design approach, a technical desktop review was underway and both sets of information would feed into the development of a project plan.

A discussion ensued regarding the potential re-use of historical information from previous work in this space. It was noted that as part of the technical review this would be considered however it was important to note the need to be open to explore options as they arose and that technologies had advanced over time.

In response to a query regarding infrastructure location, the Matatā Wastewater Project Manager acknowledged the sensitivity and the importance of clear expectations, understanding the non-negotiables, ongoing conversations and clarity of context. That direction would then feed into the technical analysis.

The Manager Policy, Planning and Consents Compliance and the Matatā Wastewater Project Manager were thanked for attending the Matata Resident's Association meeting on 11 May 2021. It was noted it was a positive meeting and the openness of Council staff during discussions was appreciated.

RESOLVED:

THAT the Matatā Wastewater Project Update – May 2021 report be received.

Councillor Immink/Councillor Luca

CARRIED

3.2 Approval of Terms of Reference for Ngā Awa Puheke (Civic Centre upgrade)

Refer to pages 17-30 of the agenda.

A concern was raised that a number of the 'work stream leads' were also members of the 'Project Control Group' and hence these same staff would have both oversight over, and report up to, the Project Manager role. It was explained that in an organisation the size of WDC there was not the depth of field to have separation between a set of experts operating as stream leads and another operating in a control capacity. Therefore some staff were utilised in both places.

Clarification was sought regarding the scope of the seismic upgrade as the Terms of Reference document stipulated that detailed modelling discovered the building did in fact meet Emergency Operations Centre (EOC) standards. It was reported that further geotechnical investigations, a change in methodology, and reassessment of the building determined it was compliant in a legal sense but further works could and should be completed to improve its resilience for use as an EOC.

RESOLVED:

- 1. THAT** the Approval of the Terms of Reference for Ngā Awa Puheke (Civic Centre Upgrade) Project report be received;
- 2. THAT** the Projects and Services Committee note the Roles and Responsibilities proposed in the Terms of Reference, specifically those for the Projects and Services Committee and the Project Steering Group;
- 3. THAT** the Projects and Services Committee note the three options for the Civic Centre upgrade being consulted on through the Long Term Plan 2021-31, and that the Council will decide on an option through the Long Term Plan deliberations process; and

4. **THAT** the Projects and Services Committee approve the Proposed Terms of Reference for Ngā Awa Puheke (Civic Centre Upgrade) project, as set out in Option A of this report.

Councillor Jukes/Councillor James

CARRIED

3.3 **General Manager Infrastructure Report**

Refer to pages 31-53 of the agenda.

Acting General Manager Strategy & Transformation spoke to the report. He informed the meeting positive feedback had been received resulting from the work was trimming vegetation and removing Raupo from the Matatā Lagoon.

RESOLVED:

THAT the General Manager Infrastructure Report be received.

Councillor Pullar/Councillor Tánczos

CARRIED

3.4 **General Manager Community Experience Report**

Refer to pages 54-69 of the agenda.

The Manager of Collections and Research Museum, gave a first-hand account of the Rua Kēnana Symposium held at Tuapou Marae, Matahī on the 3 April 2021. Taonga from our collections, with provenance to Rua, were exhibited at the Marae.

It was requested a full update be reported back to the Committee in regards to the previous divestment of the Awakeri War Memorial Hall and its associated impacts (for example; repatriation of the Honours Board, Scout den status). Concern was also raised in regard to the costing overruns for sealing of the Awakeri community hall car park and whether the Ministry of Education be approached to share costs as the school would have high usage of the parking area.

Attendance: Mayor Turner, Deputy Mayor Iles and the Chief Executive left the meeting at 10:29 am.

RESOLVED:

THAT the General Manager Community Experience Report be received.

Councillor Pullar/Councillor Immink

CARRIED

4 **COMMUNITY BOARD MINUTES**

4.1 **Whakatāne-Ōhope Community Board 6 April 2021 meeting**

Refer to pages 70-75 of the agenda.

RESOLVED:

THAT the minutes of the Whakatāne-Ōhope Community Board meeting held on Tuesday, 6 April 2021 be received.

Councillor Immink/Councillor Luca

CARRIED

4.2 Rangitāiki Community Board 7 April 2021 meeting

Refer to pages 76-81 of the agenda.

RESOLVED:

THAT the minutes of the Rangitāiki Community Board meetings held on Wednesday, 7 April 2021 be received.

Councillor James/Councillor Dennis

CARRIED

4.3 Tāneatua Community Board 12 April 2021 meeting

Refer to pages 82-85 of the agenda.

RESOLVED:

THAT the minutes of the Tāneatua Community Board meeting held on Monday, 12 April 2021 be received.

Councillor Silcock/Councillor Dennis

CARRIED

4.4 Murupara Community Board 12 April 2021 meeting

Refer to pages 86-93 of the agenda.

RESOLVED:

THAT, subject to the correction noted, the minutes of the Murupara Community Board meeting held on Monday, 12 April 2021 be received.

Councillor Silcock/Councillor James

CARRIED

Correction: Section 3.3 reference to Podcast species, should be 'Podacarp' species.

4.5 Combined Community Board 28 April 2021 meeting

Refer to pages 94-97 of the agenda.

RESOLVED:

THAT the minutes of the Combined Community Board meeting held on Wednesday, 28 April 2021 be received.

Councillor Silcock/Councillor Luca

CARRIED

5 MINUTES FROM OTHER ORGANISATIONS AND COMMITTEES

5.1 Funding Allocation and Young Achievers Special Committee – 13 March 2021

Refer to pages 98-100 of the agenda.

RESOLVED:

THAT the minutes of the Funding Allocation and Young Achievers Special Committee held on Tuesday, 13 March 2021 be received.

Councillor Tánczos/Councillor Luca
CARRIED

5.2 Pride Whakatāne District Committee 22 March 2021

Refer to pages 101-103 of the agenda.

RESOLVED:

THAT the minutes of the Pride Whakatāne District Committee held on Monday, 22 March 2021 be received.

Councillor Silcock/Councillor James
CARRIED

THE MEETING CONCLUDED AT 10:43 AM.

Confirmed this	day of
CHAIRPERSON	