

HUTT CITY COUNCILHUTT VALLEY SERVICES COMMITTEE

Minutes of a meeting held in the Upper Hutt City Council,
838-842 Fergusson Drive, Upper Hutt on
Friday 27 November 2015 commencing at 9.30am

PRESENT: Cr A Finlayson, HCC (Chair)
Cr D Wheeler, UHCC (Deputy Chair)
Cr P Lambert, UHCC
Cr G McArthur, UHCC
Cr H Swales, UHCC

APOLOGIES: Mayor WR Wallace HCC, Mayor WN Guppy UHCC and Crs
Lewis HCC and Milne HCC

IN ATTENDANCE: Cr G McDonald, HCC
Mr T Stallinger, Chief Executive, HCC
Mr C Upton, Chief Executive, UHCC (part meeting)
Mr B Sherlock, General Manager, City Infrastructure, HCC
Mr A Bannatyne, Consultant (MWH Ltd), HCC
Mr R Govinda, Environmental Health Manager, HCC
Mr L Dalton, Regional Manager Animal Services, HCC
Mr B Latimer, Parks and Reserves Manager, UHCC (part meeting)
Mr D Newth, Senior Financial Accountant, HCC (part meeting)
Ms K Glanville, Senior Committee Advisor, HCC
Mrs K Falconer, Executive Assistant Democratic Services, UHCC
Mrs H Clegg, Minute Taker

PUBLIC BUSINESS1. APOLOGIES

RESOLVED: **Minute No. HVSC 15501**

"That the apologies received from Mayor Wallace, Mayor Guppy and Crs Lewis and Milne for absence be accepted and leave of absence be granted."

2. APPOINTMENT OF CHAIR AND DEPUTY CHAIR

Councillor Wheeler advised that it was time to alternate the Chair/Deputy Chair roles in keeping with the arrangement between the two councils.

RESOLVED: **Minute No. HVSC 15502**

"That Cr A Finlayson be declared Chair of the Hutt Valley Services Committee for 2016."

Councillor Finlayson assumed the Chair.

RESOLVED:**Minute No. HVSC 15503***"That Cr D Wheeler be declared Deputy Chair of the Hutt Valley Services Committee for 2016."***3. PUBLIC COMMENT**

There was no public comment.

4. CONFLICT OF INTEREST DECLARATIONS

There were no conflict of interest declarations.

5. MINUTES**RESOLVED:****Minute No. HVSC 15504***"That the minutes of the Hutt Valley Services Committee meeting held on 7 August 2015 be confirmed as a true and accurate record."***6. PROPOSED MEETING DATES FOR 2016 (15/1503)**

Report No. HVSC2015/5/1 by the Senior Committee Advisor

RESOLVED:**Minute No. HVSC 15505***"That the Committee:*

- (i) *adopts the following schedule of meetings for 2016:*
 - (a) *Friday, 4 March 2016 (Upper Hutt City Council);*
 - (b) *Friday, 6 May 2016 (Hutt City Council); and*
 - (c) *Friday, 5 August 2016 (Upper Hutt City Council);*
- (ii) *adopts the following schedule of draft agenda meetings for 2016:*
 - (a) *Monday, 15 February 2016 at 11.00 am;*
 - (b) *Monday, 18 April 2016 at 11.00 am; and*
 - (c) *Monday, 18 July 2016 at 11.00 am;*
- (iii) *agrees that the venue for the draft agenda meetings for 2016 will be held at Hutt City Council in a meeting room to be confirmed;*
- (iv) *delegates authority to the Chief Executives of the two Councils, in consultation with the Chair, to alter the date, time or venue of a meeting, or cancel a meeting should circumstances require this; and*
- (v) *notes that the last meeting cycle (December 2016) will be scheduled after the 2016 Local Government elections."*

7. **PROJECT PENCARROW PROGRESS REPORT 4 JULY 2015 - 22 OCTOBER 2015**
(15/1505)

Report No. HVSC2015/5/49 by the Consultant, MWH Limited

The General Manager, City Infrastructure HCC informed members that Wellington Water Limited (WWL) would be taking over the management of the Hutt Valley Trunk Waste Water network in 2016. He thanked Mr Bannatyne for his many years of service and wished him well for the future.

The Consultant, MWH Limited elaborated on the report. In regards to the Network Development tenders, he explained that the tenders received were over budget due to high traffic management allowances and unknown resource consent process costs. He advised that the project had been deferred to the 2016-2017 financial year with a view to investigate how costs could be better managed and reduced. He said this would result in the project being subject to both Councils Annual Plan processes in 2016.

The Consultant reported that the structural assessment of the Main Pumping Station and the Milliscreen buildings at Seaview was a complex and ongoing issue. He advised that the most challenging part was dealing with the conflicting requirements of the Civil Defence Act and that MWH Limited was currently investigating cost effective ways of upgrading while still complying with the legislation.

In response to questions from members, the Consultant advised that the tenders were over budget by approximately \$600,000. He explained the impact the Transmission Gully construction process was having on resources throughout the region and therefore prices. He stated that there may be ways to reduce the traffic management costs. He outlined the tender process, noting that it had followed New Zealand Transport Agency recommendations. He said the next tender documents would contain more specific traffic management requirements.

In response to further questions from members, the Consultant explained the complexity of the structural assessment of buildings. He said that to retro-fit foundations on buildings that were decades old could be expensive, especially in areas prone to liquefaction. He added that the process needed to be correct from the outset, hence the time delays.

RESOLVED:

Minute No. HVSC 15506

"That the Committee notes the progress on Project Pencarrow as outlined in the report."

The Consultant, MWH Limited expressed thanks for the support from members and officers during his many years in the role.

The Chair, on behalf of the Committee, thanked Mr Bannatyne for his experience, foresight and knowledge while in the role.

8. **HUTT VALLEY TRUNK WASTEWATER SERVICES FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2015** (15/1506)

Report No. HVSC2015/5/2 by the Senior Financial Accountant

The Senior Financial Accountant elaborated on the report.

RESOLVED:

Minute No. HVSC 15507

"That the Committee:

- (i) *notes the financial statements for the Hutt Valley Trunk Wastewater Services for the period ended 30 June 2015; and*
- (ii) *notes a breakeven position has been achieved against a full year breakeven budget."*

9. **HUTT VALLEY TRUNK WASTEWATER SERVICES FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 SEPTEMBER 2015** (15/1507)

Report No. HVSC2015/5/3 by the Senior Financial Accountant

The Senior Financial Accountant elaborated on the report. He stated that the financials had tracked as expected for the quarter.

In response to a question from a member, the Senior Financial Accountant undertook to report back on the Capital Expenditure of \$270,000 at the next Committee meeting to be held in March 2016.

RESOLVED:

Minute No. HVSC 15508

"That the Committee:

- (i) *notes the financial statements for the Hutt Valley Trunk Wastewater Services for the period ended 30 September 2015; and*
- (ii) *notes a breakeven position has been achieved against a full year breakeven budget."*

10. **SILVERSTREAM LANDFILL UPDATE** (15/1508)

Report No. HVSC2015/5/201 by the Landfill Consultant, Tonkin and Taylor

The General Manager City Infrastructure, HCC elaborated on the report. He informed members that the vertical gas collection wells had now been drilled and would be connected to the system in the New Year.

In response to questions from members, the General Manager, City Infrastructure explained that the Redvale Landfill in Auckland received approximately 700,000 tonnes of waste a year compared to 200,000 tonnes received by the Silverstream Landfill. He advised that preliminary investigations had started into a possible location for a future landfill. He said the Silverstream site had approximately 45 years of life left.

RESOLVED:

Minute No. HVSC 15509

"That the Committee notes the progress at Silverstream Landfill."

11. **AKATARAWA CEMETERY UPDATE** (15/1511)

Report No. HVSC2015/5/202 by the Upper Hutt City Council

The Parks and Reserves Manager, UHCC elaborated on the report. He explained that a building consent, that included the new cemetery entry gates, for the subdivision adjoining the land was due to be lodged in early 2016.

RESOLVED:

Minute No. HVSC 15510

"That the Committee notes the Akatarawa Cemetery Update."

12. **DOG CONTROL UPDATE** (15/1509)

Report No. HVSC2015/5/50 by the Divisional Manager, Regulatory Services

The Regional Manager, Animal Services HCC elaborated on the report. He explained the trends were down compared to last year, mirroring a regional trend.

In response to questions from members, the Regional Manager, Animal Services said that the Hydatids Eradication Programme finished in 1996. He advised there was still a small amount of hydatids occurring in rural areas on large stations and that no urban dogs were affected. He informed members that Hutt City Council's Dog Control Policy and Bylaw would be considered by Hutt City Council at its meeting to be held in December 2015.

RESOLVED:

Minute No. HVSC 15511

"That the Committee notes the Dog Control Update."

13. DOG CONTROL UPDATE (15/1512)

Report No. HVSC2015/5/203 by the Upper Hutt City Council

RESOLVED:

Minute No. HVSC 15512

"That the Committee notes the Dog Control Update."

14. HEALTH OFFICE ACTIVITIES UPDATE (15/1510)

Report No. HVSC2015/5/51 by the Divisional Manager, Regulatory Services

The Environmental Health Manager elaborated on the report. He stated it had been a steady month, with a lower than usual number of food inspections, but a higher number of alcohol inspections. He advised that both Councils had been preparing for the introduction of the Food Act 2016 and a report regarding the preparedness would be presented to members at the meeting in March 2016.

In response to a question from a member, the Environmental Health Manager advised that he and the Director of Planning and Regulatory Services (UHCC) would meet in early 2016 to discuss a bylaw relating to regulating tattoo and sunbed parlours.

RESOLVED:

Minute No. HVSC 15513

"That the Committee notes the Health Office Activities Update."

15. REGIONAL JOINT SERVICES OPPORTUNITIES

There were no regional joint services opportunities to discuss.

16. QUESTIONS

Cr Wheeler queried the inclusion of 'Emergency Management' in the Committee's Terms of Reference. The Chief Executive advised that Emergency Management was now undertaken at a regional level. The Terms of Reference would be amended to reflect this at the next triennium.

The Chair wished members and officers a very Merry Christmas and thanked Cr Wheeler for chairing the Committee during 2015.

There being no further business the Chair declared the meeting closed at 10.10 am.

Cr A Finlayson
CHAIR

**CONFIRMED as a true and correct record
Dated this 15th day of December 2015**