



# MINUTES

## Ordinary Council Meeting Tuesday, 7 April 2020

Ref: 1331544

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held via Zoom Remote Meeting Link  
on Tuesday, 7 April 2020 at 4pm**

**Present:** Mayor Nigel Bowen (Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Richard Lyon, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Sally Parker, Cr Stu Piddington, Cr Steve Wills

**In Attendance:** **Environment Canterbury Representatives** (for item 8.2)  
Senior Strategy Manager Caroline Hart, Clr Elizabeth McKenzie, Clr Peter Scott

**Temuka Community Board** – Lloyd McMillan

**Council Officers**

Chief Executive Officer (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Environmental Services (Tracy Tierney), Group Manager Community Services (Sharon Taylor), Group Manager People and Digital (Symon Leggett), Acting Group Manager Infrastructure (Erik Barnes), Chief Financial Officer (David Codyre), Strategy and Corporate Planning Manager (Mark Low), Senior Programme Delivery Manager (Ashley Harper), Programme Deliver Manager (Lili Delwaide), Corporate Planner (Ann Fitzgerald), Communications Manager (Stephen Doran), Governance Advisor (Jo Doyle), Governance Support Officer (Joanne Brownie)

**1 Opening Prayer**

Gordon Rosewall of Life Church Timaru offered a prayer for the work of the Council.

**2 Apologies**

Moved: Cr Barbara Gilchrist

Seconded: Cr Sally Parker

That the apologies from John McDonald – Pleasant Point Community Board and Jennine Maguire – Geraldine Community Board be accepted.

**Carried**

**3 Public Forum**

There was no public forum.

**4 Identification of Urgent Business**

There were no urgent business items.

**5 Identification of Matters of a Minor Nature**

The meeting agreed to discuss the rubbish collection service during the Covid-19 lockdown period, and progress with the Heritage Hub and Theatre Royal projects as minor nature matters.

**6 Declaration of Conflicts of Interest**

There were no conflicts of interest declared.

**7 Confirmation of Minutes****7.1 Minutes of the Council Meeting held on 23 March 2020****Committee Resolution 2020/29**

Moved: Cr Sally Parker

Seconded: Cr Paddy O'Reilly

That the Minutes of the Council Meeting held on 23 March 2020 be confirmed as a true and correct record of that meeting.

**Carried**

**7.2 Minutes of the Tenders and Procurement Committee Meeting held on 17 December 2019****Committee Resolution 2020/30**

Moved: Mayor Nigel Bowen

Seconded: Cr Peter Burt

That the Minutes of the Tenders and Procurement Committee Meeting held on 17 December 2019 be confirmed as a true and correct record of that meeting.

**Carried**

**7.3 Minutes of the Tenders and Procurement Committee Meeting held on 28 January 2020****Committee Resolution 2020/31**

Moved: Cr Barbara Gilchrist

Seconded: Cr Sally Parker

That the Minutes of the Tenders and Procurement Committee Meeting held on 28 January 2020 be confirmed as a true and correct record of that meeting.

**Carried**

**7.4 Minutes of the Tenders and Procurement Committee Meeting held on 18 February 2020****Committee Resolution 2020/32**

Moved: Cr Peter Burt

Seconded: Cr Sally Parker

That the Minutes of the Tenders and Procurement Committee Meeting held on 18 February 2020 be confirmed as a true and correct record of that meeting.

Carried

**7.5 Minutes of the Tenders and Procurement Committee Meeting held on 3 March 2020**

**Committee Resolution 2020/33**

Moved: Cr Allan Booth  
 Seconded: Cr Sally Parker

That the Minutes of the Tenders and Procurement Committee Meeting held on 3 March 2020 be confirmed as a true and correct record of that meeting.

Carried

**8 Reports**

**8.1 Contracts Let From Tenders and Procurement Committee**

The contracts let by the Tenders and Procurement Committee were presented.

**Committee Resolution 2020/34**

Moved: Cr Sally Parker  
 Seconded: Cr Richard Lyon

That the following information on a contract let by the Tenders and Procurement Committee, be received.

<b>Contract Description</b>	<b>Number of Tenders</b>	<b>Price Range</b>	<b>Successful Tenderer and Price</b>
<b>Contract 2438 – Arowhenua Road Upgrade</b>	<b>4</b>	<b>\$1,390,530.19 To \$1,736,034.97</b>	<b>Fulton Hogan Limited \$1,390,530.19</b>
<b>Contract 2431 – Te Ana Wai Raw Water Reservoir</b>	<b>3</b>	<b>\$1,195,092.72 to \$1,696,716.42</b>	<b>Rooney Group Limited \$1,265,872.89</b>
Tenders were evaluated using the weighted attributes method. All prices exclude GST.			

Carried

**8.2 Canterbury Water Management Strategy – Presentation from Environment Canterbury (ECan)**

ECan’s Senior Strategy Manager with responsibility for the freshwater portfolio – Caroline Hart, supported by ECan Clrs Peter Scott and Elizabeth McKenzie, gave a presentation on the Canterbury

Water Management Strategy. The Canterbury Water Management Strategy (CWMS) was established over 10 years ago at the instigation of the Mayoral Forum in response to droughts in the region and the need for freshwater management across Canterbury, in the absence of no operative freshwater planning framework.

The strategy saw the establishment of ten Zone Committees, involving innovative collaboration between various relevant stakeholders in the community, to work towards achieving the CWMS vision and targets. Zone Committees were charged with developing Zone Implementation Programmes and Zone Implementation Programme Addenda which have informed the Plan Change 7 process.

As part of the latest refresh of the CWMS water targets were added for 2025 and 2030 giving key 5-yearly targets and goals out to 2040. Detailed progress reports are produced every 2 years on how the implementation of the CWMS is tracking.

Canterbury is at the forefront of the next round of policy proposals from central government regarding freshwater management. The Mayoral Forum and the communities are keen to look to the implementation phase and this will include robust, outcome-based monitoring.

The role of the zone committees and their connection with their communities is continuing to be supported by the Mayoral Forum, with the functions of the zone committees moving from planning to implementation, through the zone committees' work programmes.

Covid-19 will however disrupt the CWMS programme on a number of fronts.

Comment was made by councillors that it is vital to establish a worthwhile role and purpose for the zone committees in order to retain the enthusiasm and momentum of those involved.

The Mayor thanked the ECan representatives for the presentation and confirmed that the District is still very invested in the CWMS and looks forward to the next phase. ECan have offered to come back and keep Council and the Timaru Community informed of progress with the CWMS.

### **Committee Resolution 2020/35**

Moved: Cr Barbara Gilchrist

Seconded: Cr Peter Burt

That the presentation on the Canterbury Water Management Strategy be received.

**Carried**

### **Attachments**

1 ECan CWMS presentation to TDC 7 April 2020

### **8.3 Annual Plan 2019/20 - Eight Month Report to end of February 2020**

The progress of Council's 2019/20 Annual Plan (Year Two of the 2018-2028 Long Term Plan) including financial results, key performance indicators and the capital projects work programme for the eight month period ended 29 February 2020 was presented.

It was noted that the report does not factor in Covid-19. Reforecasting is currently being worked through by Council officers and will be reported to Council in due course.

**Committee Resolution 2020/36**

Moved: Cr Sally Parker

Seconded: Cr Steve Wills

1. That the summary financial results to 29 February 2020 be received and noted.
2. That the key performance indicators and capital projects work programme progress report to 29 February 2020 be received and noted.

**Carried**

**8.4 Timaru District Council Local Governance Statement**

The draft Local Governance Statement was presented for adoption. Two amendments were agreed on –

- Addition of reference to manu whenua and the region being a food bowl, in the TDC profile
- Correction to the explanation of the delivery of District Promotions, under The Council Organisation.

**Committee Resolution 2020/37**

Moved: Cr Barbara Gilchrist

Seconded: Cr Gavin Oliver

That Council adopts the Timaru District Council Local Governance Statement 2020, subject to reference being added to mana whenua and the food bowl history of the region, and a correction to the explanation of the delivery of tourism.

**Carried**

**9 Consideration of Urgent Business Items**

There were no urgent business items.

**10 Consideration of Minor Nature Matters****Rubbish Collection Service during Lockdown Period**

It was reported that there appears to be some confusion in the community regarding rubbish collection, following advice to the public to retain as much green waste as possible on people's properties during the Covid containment period. The Acting Group Manager Infrastructure clarified that all bins will be collected as normal but residents should contain as much green waste as possible on their own properties during this time, in order to limit the impact on the landfill operation.

It was agreed that communication around this, together with information on how to make compost, should be publicised.

**Theatre Royal/Heritage Hub Projects**

A request was made for an update on the Heritage Hub project and the upgrading of the Theatre Royal. The meeting was advised that a remote session workshop is planned for the near future to

provide a more detailed update on progress. The main focus in the coming period is on establishing the design team.

**Farewell to Group Manager Community Services**

The meeting acknowledged the impending departure of Group Manager Community Services Sharon Taylor. Elected members thanked Sharon for her years of service, her professional, enthusiastic contribution to the organisation and to the community, and her guidance and friendly approach.

**11 Public Forum Items Requiring Consideration**

There was no public forum.

**12 Resolution to Exclude the Public**

**Committee Resolution 2020/38**

Moved: Cr Sally Parker

Seconded: Cr Barbara Gilchrist

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>12.1 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 17 December 2019</b></p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Commercial sensitivity</p> <p>To enable commercial or industrial negotiations</p>
<p><b>12.2 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 March 2020</b></p>	<p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To enable commercial or industrial negotiations</p>

**Carried**

**13 Public Excluded Reports**

**12.1 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 17 December 2019**

**12.2 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 March 2020**

**14 Readmittance of the Public**

**Committee Resolution 2020/39**

Moved: Cr Paddy O'Reilly

Seconded: Cr Gavin Oliver

That Council moves out of Closed Council into Open Council.

**Carried**

**The meeting closed at 5.51pm.**

**Minutes Confirmed 19 May 2020**

**Mayor Nigel Bowen  
Chairperson**