



MINUTES

Ordinary Council Meeting Tuesday, 12 December 2023

Ref: 1637191

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 12 December 2023 at 3pm**

Present: Mayor Nigel Bowen (Chairperson), Clrs Allan Booth, Gavin Oliver, Sally Parker, Stu Piddington, Stacey Scott, Scott Shannon, Michelle Pye, Owen Jackson

In Attendance: **Community Board Members:** Shane Minear (Geraldine Community Board), Charles Scarsbrook (Temuka Community Board), Ross Munro (Pleasant Point Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Acting Group Manager Commercial & Strategy), Andrew Dixon (Group Manager Infrastructure), Suzi Ratahi (Land Transport Manager), Debbie Fortuin (Acting Group Manager Environmental Services), Stephen Doran (Communications & Engagement Manager), Andrea Rankin (Chief Financial Officer), Vincie Billante (LTP Project Lead), Diana Somerville (Senior Finance Business Partner), Nicole Timney (Manager of Property Services and Client Representative), (Rachel Scarlett (Governance Advisor), John Liddiard (Senior Accountant), Bill Steans (Parks and Recreations Manager) Brendan Madley (Policy Advisor), Claire Copeland (Group Coordinator Environmental Services), Jessica Kavanaugh (Corporate Planner), Stanley Hansen (Airport Operations & Safety Manager)

CCOs: Frazer Munro (Timaru District Holdings Ltd General Manager), Mark Rogers (Timaru District Holdings Ltd Chairperson), Tony Howey (Venture Timaru Chairperson)

Public Forum: Karen Naylor, Angela Habraken (Netball South Canterbury), Abbie Ross (Basketball South Canterbury), Peter Stayt (Hockey South Canterbury), Shaun Campbell (Sport Canterbury)

1 Opening Prayer

Mark Pavelka (Gleniti Baptist Church) conducted the opening prayer.

Clr Sally Parker led the waiata.

2 Apologies

2.1 Apologies Received

Resolution 2023/93

Moved: Mayor Nigel Bowen

Seconded: Clr Sally Parker

That the apology of Clr Peter Burt be received and accepted.

Carried

3 Public Forum

3.1 Aorangi Stadium

Abbie Ross (Basketball South Canterbury) presented their long term plan to the Council, some of which included their current figures of growth, current figures of participation in the region, its growth compared to other regions and play in South Canterbury being above the national average. The group has also been putting in place shorter playing times and being creative with facilities to accommodate growing player numbers as they are at full capacity. South Canterbury Basketball is in favour of the time frames and options being presented by the Council.

Peter Stayt (Hockey South Canterbury & South Canterbury Hockey Turf Trust) spoke to the Council about the impaired physical conditions of their turfs, the high numbers of players that use their facilities, and their concern about the future of Aorangi Stadium if demolition occurs. The group is in support of the options the council is considering.

Karen Naylor and Angela Habraken (Netball South Canterbury) presented to the council, with discussion including the board's support of the development of Aorangi Stadium, netball participation growth in South Canterbury, South Island National events and the space required to deliver such events. Netball South Canterbury expressed the importance of the need for a timely decision from the Council so action can be taken by sports groups at the stadium.

Shaun Campbell (Sport Canterbury) spoke to the Council regarding the different sports groups and positively recognised them and the future of Aorangi Stadium. Discussion included, post covid recovery and new sporting opportunities being created, high sports participation numbers and asking that the future of Aorangi Stadium provide users with higher access to the facilities. The South Canterbury Regional Manager requested that the Council provide the groups with a timely decision and is endorsing that the council and Sport Canterbury collaborate to trial new operations of the facility.

4 Identification of Urgent Business

No items of urgent business were received

5 Identification of Matters of a Minor Nature

5.1 Minor Nature Items Presented

The Mayor advised the Council that the minor nature items would be addressed at the end of the meeting.

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Reports

7.1 Aorangi Park Sports Stadium Options

The Group Manager Infrastructure and Parks and Recreation Manager spoke to the report to consider options for the increase in court numbers of the Aorangi Park Sports Stadium and confirm the preferred option.

Discussion amongst the Officers and Councillors included ideas of a shared administration hub at the stadium, functional sharing of sports facilities that cater to both sporting and social gatherings, utilisation of the stadium and court hire costs. The ability to apply possible learnings from the new stadium development in Christchurch and facility considerations for the older users.

The Councillors requested to trial opening the current stadium on weekends over the January period.

Resolution 2023/94

Moved: Clr Stu Piddington

Seconded: Clr Sally Parker

That Council endorses the proposal to build a new stadium facility (Option 1) within the area currently used for the netball courts at Aorangi Park, and undertakes further community consultation on this proposal.

Carried

7.2 Actions Register Update

The Chairperson spoke to this report to provide the Council with an update on the status of the action requests raised by councillors at previous Council meetings.

Resolution 2023/95

Moved: Mayor Nigel Bowen

Seconded: Clr Allan Booth

That the Council receives and notes the updates to the Actions Register.

Carried

7.3 Affixing of the Common Seal

The Council considered the report noting the affixing of the Common Seal to an Approval of Warrants of which the name has been redacted for the privacy of the employees.

Resolution 2023/96

Moved: Clr Owen Jackson

Seconded: Clr Allan Booth

That the following warrants have been approved by the Chief Executive and are being reported to the Council for noting:

1. 29 November 2023 – Approval of Warrants

Carried

7.4 Release of Public Excluded Reports

The Chairperson spoke to the report to provide the Council with an updated status of Public Excluded Reports released to the Public.

It was confirmed the resolution of the Theatre Royal and Heritage has been released to the public.

Resolution 2023/97

Moved: Clr Owen Jackson

Seconded: Clr Scott Shannon

That the Council notes the following public excluded reports have been released to the public:

1. Disposal of Land 3 Russell Square Timaru
2. Meadows Road Land Transfer

Carried

7.5 Presentation of Timaru District Holdings Limited Annual Report 2022/23

The Timaru District Holdings Ltd General Manager and Timaru District Holdings Ltd Chairperson spoke to the report to present the Timaru District Holdings Limited Annual Report for the financial year 01 July 2022 – 30 June 2023.

Discussion included a progress update of the Letter of Expectations, with the draft being finalised by 01 March 2024.

Resolution 2023/98

Moved: Clr Allan Booth

Seconded: Clr Gavin Oliver

That Council receives and notes the audited Timaru District Holdings Limited Annual Report for the financial year 01 July 2022 – 30 June 2023.

Carried

7.6 Timaru District Holdings Limited Quarterly Report for the period 01 July to 30 September 2023

The Timaru District Holdings Ltd General Manager and Timaru District Holdings Ltd Chairperson spoke to the report to present the Timaru District Holdings Limited quarterly report for the period 1 July – 30 September 2023.

It is noted the 10-year anniversary of the port of Tauranga and Timaru District Holding and Prime Ports joint venture.

Councillors expressed concern with implications that may carry through to Council if the Bay of Plenty Regional Council decides to sell some of its stake in the profitable Port of Tauranga, Timaru District Holdings Limited stated that they will keep Councillors updated with the Bay of

Plenty Regional Council decision. The discussion also included interest income financials that TDHL is currently holding.

Resolution 2023/99

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

That the Timaru District Holdings Limited quarterly report for the period 1 July – 30 September 2023 be received and noted.

Carried

7.7 Presentation of Venture Timaru Limited Annual Report 2022/23

The Venture Timaru Chairperson spoke to the report and presented the audited Venture Timaru Limited Annual Report for the financial year 01 July 2022 – 30 June 2023. This includes a financial summary, non-financial monitoring indicator results and service level highlights for the year.

It is noted an error in the covering report at point 3 the funding sources should not include Bayhill Development.

Discussion included that moving forward, Venture Timaru and Councillors will collaborate to discuss Venture Timaru's reporting of their Key Performance Indicators.

Resolution 2023/100

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

That the Council receives and notes the audited Venture Timaru Limited Annual Report for the financial year 01 July 2022 – 30 June 2023.

Carried

7.8 Venture Timaru Quarterly Report for the period 01 July to 30 September 2023

The Venture Timaru Chairperson spoke to the report and presented the Venture Timaru quarterly report for their Economic Development and Visitor Promotion operations for the period 01 July – 30 September 2023.

Discussion included clarification of Venture Timaru's cruise season funding requests and current applications. It is requested to show how much each of the major event funding applicants received.

The Letter of Expectations and Statement of Intent are to be discussed with CCO chairs.

Resolution 2023/101

Moved: Cllr Allan Booth

Seconded: Cllr Michelle Pye

That Venture Timaru's quarterly report for the period 01 July – 30 September 2023 be received and noted.

Carried

7.9 Cemeteries Bylaw Amendment: Decision

The Parks and Recreations Manager and the Policy Advisor spoke to their report to update the Council on the submissions received from the Cemeteries Bylaw Consultation and determine whether to amend the relevant clause of the Bylaw.

Discussion included the committee's endorsement to amend the relevant clause to subsequently increase flexibility around burial and how amending the clause will reflect the community and carry no negative community impact. The positive community feedback was noted.

Resolution 2023/102

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

1. That Council receive and note the submissions.
2. That Council amend Clause 905.2 of the Cemeteries Bylaw to read:
Natural burials are defined as chemical free interments (without embalming and using shrouds or coverings or rapidly biodegradable caskets) in a separate area and does not have a traditional headstone or memorial on the grave. Burials may be recorded separately in a book, via approved on-site signage, or digitally. This approach enables natural processes to take place, returning the body's nutrients to the ecosystem rapidly and without pollution.

Carried

7.10 Aorangi Stadium Trust 2022/23 half year report.

The Senior Accountant spoke to the report to present the unaudited Aorangi Stadium Trust half-yearly report for 2022/23.

Resolution 2023/103

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That Council receives and notes the unaudited Aorangi Stadium Trust half-yearly report for 2022/23.

Carried

7.11 Presentation of Aorangi Stadium Trust Annual Report 2022/23

The Senior Accountant spoke to the report to present the Aorangi Stadium Trust's (Trust) audited Annual Report for the financial year 1 July 2022 – 30 June 2023.

Resolution 2023/104

Moved: Cllr Allan Booth

Seconded: Cllr Gavin Oliver

Council receives and notes the audited Aorangi Stadium Trust Annual Report for 2022/23.

Carried

7.12 Aorangi Stadium Trust Statement of Intent 2023/24

The Senior Accountant spoke to the report to provide Council with Aorangi Stadium Trust's Statement of Intent (Sol) for 2023/24 and obtain feedback to the Trust.

Resolution 2023/105

Moved: Cllr Stu Piddington

Seconded: Cllr Michelle Pye

1. That the Aorangi Stadium Trust (AST) Statement of Intent be received.
2. That Council provides feedback to Aorangi Stadium Trust on its Statement of Intent.

Carried

7.13 Airport Upgrade Update

The Group Manager Infrastructure and Airport Operations & Safety Manager spoke to the Council to provide an update on the Timaru Richard Pearce Airport Terminal extension design and seek support to proceed to call for design service proposals.

Discussion included the number of the Timaru Airport aircrafts declining, opportunities around having available aircrafts to accommodate passengers and increasing their weekend service. The future fuelling options and aircraft upgrades and the possibility of future aviation security requirements.

Resolution 2023/106

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

That the Council confirms support for the proposal to extend the existing passenger terminal at Timaru Richard Pearce Airport to meet future requirements in principle subject to approval of capital programme and to defer current year spend to future years.

Carried

7.14 Section 17A Review - Parks

The Group Manager Infrastructure and Parks & Recreation Manager spoke to the Council to receive the Parks and Greenspace Service Delivery Review carried out under section 17A of the Local Government Act.

Discussion amongst councillors and officers the parks contracts being due to expire in June 2024, delivery of service and maintenance within the parks declining, current processes involved with hiring contractors and issues experienced. The possibility of a change in the level of service.

Councillors discussed options to resolve the issue within parks, for instance, hiring casual university students to help maintain the parks, the benefits of moving it in-house and creating a full in-house

model or creating a hybrid model to provide optimal delivery of service. The Councillors require a quick turnaround on this further investigation.

Resolution 2023/107

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That Council

1. Receive the report from Rationale on the Parks and Greenspaces Services Review.
2. Note that Rationale's recommended option is that Council pursue a mixed inhouse and outsourced service delivery model.
3. Requests further investigation into the cost of delivering a mixed in-house and outsourced model relative to the status quo and a full inhouse model.

Carried

7.15 Annual Plan 2023/24 Three Month Performance Report to 30 September 2023

The Group Manager Infrastructure, Acting Group Manager Commercial & Strategy and Chief Financial Officer spoke to the report to outline progress on implementing the Annual Plan 2023/24 (Year One of the 2024-34 Long Term Plan (LTP)). This includes the key performance indicators, work programme and the financial results for the three months ended 30 September 2023.

Discussion included the budgeted estimate for waste across the weighbridge and the relation with the Peel Forest Landfill, there was a further in-depth investigation requested on waste. The fees and charges were discussed further.

Further discussion between councillors and officers included the damage to public toilets. There was an acknowledgement of the completion of CPlay. It was confirmed that further resources are being dedicated to close the loop with public requests. The direction and allocation of cost increases for water renewals and road maintenance.

Resolution 2023/108

Moved: Cllr Sally Parker

Seconded: Cllr Michelle Pye

That Council receives and notes the three month report to 30 September 2023 with particular attention to the:

1. Key performance indicators progress report to 30 September 2023;
2. Council's financial performance as at 30 September 2023; and the
3. Capital work programme progress report to 30 September 2023.

Carried

8 Consideration of Urgent Business Items

No items of urgent business were received.

9 Consideration of Minor Nature Matters**9.1 Ombudsman Investigation Update**

Clr Sally Parker requested a report to be brought to Council on the Ombudsman Report and an update of the actions being undertaken.

9.2 Investigate Payment Option for Freedom Campers

Mayor Nigel Bowen requested an investigation for a payment solution for our freedom camping areas – with a focus on Caroline Bay.

9.3 Traffic Management

Mayor Nigel Bowen requested a report on the cost of traffic management as a dollar value.

9.4 Investigation of Sub-Contracting

Mayor Nigel Bowen requested a report on sub-contracting across the council where sub-contracting is occurring with the consideration of, if these services can be delivered in-house.

Examples include – Street sweeping and rubbish collection.

9.5 Investigation of Small Trades

Mayor Nigel Bowen requested a report on Trades - to investigate the value of small trades outside of large contracts with the consideration of these being offered in-house. With an analysis of both procurement and spending on invoices under \$10k.

9.6 Request OIA to NZTA on State Highway 1 Funding

Mayor Nigel Bowen requested an OIA to NZTA/Waka Kotahi on SH1 funding in the district for the previous year.

9.7 Waste Losses Investigation

Mayor Nigel Bowen requested an investigation into the losses last year and again YTD with waste, what are the actions required to run the activity at break even.

9.8 Process of Agenda Preparation

Mayor Nigel Bowen requested a clearer process around working with chairs on agendas, to ensure the timing is built in for the chairs to check the agendas and have further input.

9.9 Quarterly Activity Reports

Mayor Nigel Bowen requested a quarterly activity report to also include a quarterly forward work programme.

9.10 Underutilised Assets

Mayor Nigel Bowen requested an investigation on assets that are not being utilised that could be sold. For example small pieces of land.

9.11 Template for Financial Impact

Clr Stu Piddington requested a template for financial impact when there is a recommendation to do something, rate or loan funded, ongoing costs, and expiry of Capital projects.

9.12 Kennels Road

Clr Sally Parker requested an update on the Resource Management Act process for Kennels Road. The Acting Group Manager Commercial and Strategy provided an update on the mandatory requirements.

10 Public Forum Items Requiring Consideration

There were no public forum items.

11 Public Excluded Reports

No Public Excluded Reports.

The meeting closed at 5.14pm.

Minutes Confirmed 13 February 2024.



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Mayor Nigel Bowen
Chairperson