



MINUTES

Ordinary Council Meeting Tuesday, 30 July 2024

Ref: 1689282

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 30 July 2024 at 10am**

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

In Attendance: **Officers:** Nigel Trainor (Chief Executive), Andrew Dixon (Group Manager Infrastructure), Beth Stewart (Group Manager Community Services), Andrea McAlister (Acting Group Manager Engagement and Culture), Nicole Timney (Group Manager Property), Andrea Rankin (Chief Financial Officer), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services), Brendan Madley (Senior Policy Advisor), Bill Steans (Parks and Recreation Manager), Nigel Howarth (Procurement Lead), Maddison Gourlay (Marketing and Communications Advisor), Meghan McNally (Executive Operations Coordinator), Alana Hobbs (Executive Support Coordinator).

CCO's: Frazer Munro (Timaru District Holdings Ltd General Manager).

Public: Jan Finlayson (Geraldine Community Board), Margaret Chapman (Geraldine Historical Society), Rosie Morten, Russell Brodie, John Bray, Bob Pringle, Helen Malkin, K Griffiths, Roger Payne, Peter Lyttle, Ryan de Joux, Graeme Wilson.

1 Opening Prayer

Wendy Geerling (Gleniti Baptist Church) conducted the opening prayer

2 Apologies

1.1 Apologies Received

Resolution 2024/45

Moved: Cllr Owen Jackson

Seconded: Mayor Nigel Bowen

That the apologies of Councillor Peter Burt and Councillor Allan Booth are received and accepted.

Carried

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

6 Declaration of Conflicts of Interest

No conflicts of interest were declared.

7 Confirmation of Minutes**7.1 Minutes of the Council Meeting held on 1 July 2024****Resolution 2024/46**

Moved: Cllr Michelle Pye

Seconded: Deputy Mayor Scott Shannon

That the Minutes of the Council Meeting held on 1 July 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.2 Minutes of the Extraordinary Council Meeting held on 16 July 2024**Resolution 2024/47**

Moved: Cllr Owen Jackson

Seconded: Cllr Sally Parker

That the Minutes of the Extraordinary Council Meeting held on 16 July 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Reports**8.1 Representation Review: Receipt of Submissions and Hearing**

The Senior Policy Advisor spoke to the report for Council to receive the written submissions and feedback on the Representation Review Initial Proposal, and to also provide, in accordance with s 83(d) of the Local Government Act 2002, an opportunity for persons to make oral submissions.

Verbal Submissions;

Jan Finlayson (Geraldine Community Board) – an apology was received for Bob Pringle who was unable to attend.

Speaking to Council to oppose the Representation Review Initial Proposal. Citizens were approached for testimony and no one supported the changes other than one case of neutrality for personal reasons. Geraldine Community Board wish to seek temporary exemption from the changes and operate temporarily outside the 10% + or – representation threshold and keep nine district councillors including one Geraldine ward councillor and the present ward configuration and provision for a Geraldine Community Board with six members. Lastly they would like subsequent representation reviews to take community of interest matters into account.

Margaret Chapman (Geraldine Historical Society) – The affected areas are a large part of the district and the area has strong historical links. It was noted that some people received letters and some did not. The consultation was not as robust as it could have been. In adverse weather events, people in the affected areas look to Geraldine.

Rosie Morten – Rosie's family have been involved in the Geraldine community for 171 years and wish to stay in it. Even if this went ahead it would only be a short term fix and would need to be revisited in six years. This needs to be done properly with good consultation and discussion about other alternatives.

Russell Brodie – Russell's family have been on Rangitata Island since the early 1890s and are proud to be members of Rangitata Island and affiliated to Geraldine. Russell is opposed to the changes and believes moving from status quo would be unnecessary.

John Bray – John's family history dates back to 1862 in the district. Orari residents felt they are better represented by Geraldine. Over 150 signatures were received opposing the changes. Council could make it easier for people to submit rather than having to print and scan forms as not everyone is computer literate.

Helen Malkin – Kakahu is closer to Geraldine than Temuka or Pleasant Point and they receive excellent support from the local councillor and feel connected to Geraldine. Many Kakahu residents feel they would be annexed from their community hub in Geraldine. A lot of residents threw the letter away as they didn't believe Council listened to their views.

K Griffiths – (livestreaming was turned off at the request of K Griffiths) speaking to council on behalf of her family who have lived in the district for a long time. The boundary changes are comparable to an incurable disease, others may be empathetic but the one affected has to carry the burden. The use of census data was dubious at best as the 2018 and 2023 census data was resoundingly unreliable. There hasn't been enough time to address the matter since receiving the letter on 17 June and there also hasn't been robust discussion.

Roger Payne – Strongly opposed to the proposed changes and the exemption approach as this could lead to further divisions and appeals. An alternative approach could be 4 wards of approximately 6,000 each – move Washdyke and north Timaru to a new Pleasant Point ward.

Peter McAuley – did not attend.

Peter Lyttle - Resided in the district for 40 years only a few minutes from Geraldine. They are deeply involved in the Geraldine community. It is important to vote for Geraldine representatives in Council. Changing to Pleasant Point / Temuka ward would disenfranchise us from having a say in the community.

Discussion included that 48 submissions were received and a significant majority are opposed to the changes. An additional question was asked of the people in the areas where the changes are proposed, who they felt could best represent them. The vast majority stated effective representation for them could only come from the current Geraldine ward. Further discussion included the process from here, a report will go to council on the 13 August to adopt the final proposal. If this is resolved there is at least a one month appeal/objection period. If any appeals/objections are received and/or the final proposal has any wards outside the +/- 10% threshold the Local Government Commission will make a final determination.

Resolution 2024/48

Moved: Cllr Michelle Pye

Seconded: Deputy Mayor Scott Shannon

That Council:

- 1) Notes all written submissions (including those containing petitions) received during the consultation period; and
- 2) Acknowledges submitters who have spoken to their submission; and
- 3) Notes that all feedback will be considered as part of the deliberations on the Representation Review Final Proposal.

Carried

8.2 Options for Managing Overnight Parking at Caroline Bay

The Group Manager Infrastructure and the Parks and Recreation Manager spoke to the report to present options to Council around generating income from overnight campers in the Caroline Bay Carpark beside the skating rink.

Previously a report was requested as a large number of campervans have been appearing at Caroline Bay. Discussion included Caroline Bay being prime real estate and a fee should be charged for overnight camping. Further discussion included whether freedom campers are wanted at Caroline Bay, if not a freedom camping bylaw needs to be created. Additionally it was discussed whether the parking app can be used, it was suggested a pay and park machine is easier to enforce.

It was requested that a paper come back to Council in 6 weeks time. Part of this paper will discuss amending the parking bylaw to enact the ability to charge.

Resolution 2024/49

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

That Council:

1. Agree in principle to the implementation of metered parking areas and charging at the existing Caroline Bay car parks adjacent to the skating rink off Marine Parade and potentially an extended overflow area on the grass near to these car parks.

2. That officers present to Council for consideration and consultation an addition to the Timaru District Council Bylaw, Chapter 13 Parking to allow for metered parking in identified areas at Caroline Bay.
3. That officers are to begin work on developing a Freedom Camping Bylaw.

Carried

8.3 Presentation of Community Survey for FY 2023/24

The Group Manager Corporate and Communications spoke to the report to present the results of the Community Survey for the financial year 2023/24, which was completed in 2023, and to receive endorsement for an amendment in approach in collation of the next survey, which is due in the 2025/26 financial year.

This is a survey of 474 people and was conducted in September/October last year. The results are based on people's views of council services. Previously this was a telephone survey, this year it moved to online to make it most cost efficient.

Discussion included what actions are taken to improve the survey and what the value is in this data. Further discussion included whether there are comparisons against other councils available. This is available if Council commissions Key Research however there is a cost involved. Also discussed was the need for education around how to interpret the results.

Resolution 2024/50

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

1. That the council receives and notes the results of the Community Survey for the 2023/24 year.
2. That the council endorses a move to online quarterly surveying in the 2025/26 year.

Carried

8.4 Draft Procurement Policy

The Procurement Lead spoke to the report to present the Draft Procurement Policy to Council for adoption.

The Procurement Policy was drafted in 2023 and went to the Senior Leadership Team for approval. The policy is purposely not detailed in respect of the disciplines utilised in the council, that will be part of a procurement manual which is being built.

Discussion included the definition of local. The definition used in the policy will drive decisions moving forward. The use of post codes was discussed, whether a business has a post code in Timaru or people are employed in Timaru. The answer to a preference for local suppliers will be found in assessing the procurement proposals contribution to the local community.

Further discussion included the government procurement rules and whether council prioritises awarding of a procurement contract on quality of service, overall cost and time taken to deliver it. Currently ground rules for procurement are being established across council to ensure value is being looked at rather than price. There is an internal review process and educational process regarding what is delivered and how it is managed.

The Procurement Lead will initiate a Workshop for Elected Members outlining the procurement process.

It was noted the policy should go to members of the community to ensure they have an opportunity to provide feedback. It was agreed not to adopt the procurement policy as further work is required.

Resolution 2024/51

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

Recommendation

That Council receives and notes the Draft Procurement Policy as attached.

Carried

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

11 Public Forum Items Requiring Consideration

There were no public forum items.

12 Resolution to Exclude the Public

Resolution 2024/52

Moved: Mayor Nigel Bowen

Seconded: Cllr Gavin Oliver

That the public be excluded from—

- *(a) the whole of the proceedings of this meeting;

12.1 Public Excluded Minutes of the Council Meeting held on 1 July 2024**12.2 Public Excluded Minutes of the Extraordinary Council Meeting held on 16 July 2024****12.3 Aorangi Road Land**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
12.1 - Public Excluded Minutes of the Council Meeting held on 1 July 2024 Matters dealt with in these minutes: 13.1 - Public Excluded Minutes of the Council Meeting held on 26 March 2024 13.2 - Public Excluded Minutes of the Council Meeting held on 7 May 2024 13.3 - Meadows Road Land 13.4 - Extension of the Office of the Commissioner for the District Licensing Committees 13.5 - Extension of the term of office and the nomination of Timaru District Licensing Committee members	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 1 July 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 1 July 2024.
12.2 - Public Excluded Minutes of the Extraordinary Council Meeting held on 16 July 2024 Matters dealt with in these minutes: 6.1 - Theatre Royal and Heritage Facility Decision	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 16 July 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 16 July 2024.
12.3 - Aorangi Road Land	s7(2)(h) - The withholding of the information is necessary to	To enable Council to carry out commercial activities

	enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	
<p>*I also move that Frazer Munro be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the property located at Aorangi Road. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because the ownership status.</p> <p style="text-align: right;">Carried</p>		

Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”

13 Public Excluded Reports**12.1 Public Excluded Minutes of the Council Meeting held on 1 July 2024****13.1 Public Excluded Minutes of the Council Meeting held on 26 March 2024****13.2 Public Excluded Minutes of the Council Meeting held on 7 May 2024****13.3 Meadows Road Land****13.4 Extension of the Office of the Commissioner for the District Licensing Committees****13.5 Extension of the term of office and the nomination of Timaru District Licensing Committee members****12.2 Public Excluded Minutes of the Extraordinary Council Meeting held on 16 July 2024****6.1 Theatre Royal and Heritage Facility Decision****12.3 Aorangi Road Land****14 Readmittance of the Public****Resolution 2024/53**

Moved: Cllr Owen Jackson

Seconded: Cllr Stacey Scott

That the meeting moves out of Closed Meeting into Open Meeting.

Carried

The meeting closed at 1.05pm

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Mayor Nigel Bowen
Chairperson