



# MINUTES

## Ordinary Council Meeting Tuesday, 10 December 2019

Ref: 1302870

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 10 December 2019 at 3pm**

**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:** **Public Forum**  
Ian Bowan

**Community Board Members**

Raewyn Hessel – Pleasant Point Community Board  
Natasha Rankin – Geraldine Community Board  
Lloyd McMillan – Temuka Community Board

**Council Officers**

Chief Executive (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Infrastructure (Ashley Harper), Chief Financial Officer (David Codyre), Development Manager (Frazer Munro), Environmental Compliance Manager (Debbie Fortuin), Policy Analyst (Fabia Fox), Governance Advisor (Jo Doyle)

**1 Opening Prayer and Waiata**

Tony Kippax of the Geraldine Anglican Parish offered a prayer for the work of the Council and the Civil Defence team for the excellent work in the current State of Emergency.

The prayer was followed with the Timaru District Council Waiata.

**2 Apologies**

There were no apologies received.

**3 Public Forum**

Ian Bowan attended the meeting to talk to the Timaru District Holdings Limited report.

He expressed concerns with some of the recommendations within the report and questioned whether the cost of any changes would outweigh any benefits. It was noted that no costs were included in the report.

Concern was expressed that should Council change the current composition of the Board and go forward with more independent members then total control is lost and there is a risk of Council receiving the blame for poor decisions.

In summary, the Council was urged to not make hasty decisions, take time to give this report more thought, and strongly consider that directors should be local.

## **Mayor's Welcome**

Mayor Nigel Bowen expressed how impressed and proud he is with the entire organisation, has been a privilege to be involved with the current State of Emergency and witness the team from leaders, volunteers, staff and welfare centres. STEC as a welfare centre saw 80 people in the first night and 50 the second night.

The situation is ongoing and there is concern about the outcome of further rain.

The communities of the Timaru District rallied together, especially Geraldine who were under a huge amount of pressure, and their response is acknowledged.

The Councillors reiterated their thanks to all involved and shared the positive feedback from the public around all areas of response and communications.

## **4 Identification of Urgent Business**

There were no urgent business items identified.

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

Library Condition and Priorities of Major Projects

## **6 Declaration of Conflicts of Interest**

Gambling Policy – The Mayor and Cllr Piddington declared a Conflict of Interest and will leave the Council Chamber for this discussion.

## **7 Confirmation of Minutes**

### **7.1 Minutes of the Council Meeting held on 31 October 2019**

#### **Committee Resolution 2019/64**

Moved: Cr Sally Parker

Seconded: Cr Steve Wills

That the Minutes of the Council Meeting held on 31 October 2019 be confirmed as a true and correct record of that meeting.

**Carried**

### **7.2 Minutes of the Council Meeting held on 26 November 2019**

#### **Committee Resolution 2019/65**

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That the Minutes of the Council Meeting held on 26 November 2019 be confirmed as a true and correct record of that meeting.

Carried

## **8 Schedules of Functions Attended**

### **8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors**

#### **Committee Resolution 2019/66**

Moved: Mayor Nigel Bowen

Seconded: Cr Peter Burt

That the report be received and noted.

Carried

### **8.2 Schedule of Functions Attended by the Chief Executive**

#### **Committee Resolution 2019/67**

Moved: Cr Sally Parker

Seconded: Cr Barbara Gilchrist

That the report be received and noted.

Carried

## **9 Reports**

### **9.1 Aorangi Stadium Trust 2018/19 Audited Annual Report**

The Chief Financial Officer provided an overview of the Aorangi Stadium Trust.

The Aorangi Stadium Trust is a Council Controlled Organisation and elects the trustees for the board who look after the capital maintenance of buildings at the Southern Trust Events Centre site on Morgans Road.

Timaru District Council provides a \$52,000 grant per annum for maintenance.

#### **Committee Resolution 2019/68**

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That the 2018/19 Annual Report for the Aorangi Stadium Trust be received and noted.

Carried

### **9.2 Appointment of Community Board Members to Local Organisations**

The following appointments of Community Board members to local organisations were considered.

#### **Committee Resolution 2019/69**

Moved: Mayor Nigel Bowen  
 Seconded: Cr Richard Lyon

That the following appointments, as per the Community Board’s recommendations, be approved and confirmed.

Stephanie McCullough	Temuka and Districts Historical Society
John McDonald	Pleasant Point Railway and Historical Society
Jan Finlayson	Geraldine Community Arts Council
Wayne O’Donnell	Geraldine Community Vehicle Trust
McGregor Simpson	Red Cross and Silver Band Board of Control
Clr Gavin Oliver, Jan Finlayson	Geraldine Projects Trust

**Carried**

**9.3 Contract Let Under Delegated Authority**

The award of the following contract was considered.

**Committee Resolution 2019/70**

Moved: Cr Barbara Gilchrist  
 Seconded: Cr Peter Burt

That the following information on a contract let by the Chief Executive under delegated authority, be received.

<b>Contract Description</b>	<b>Number of Tenders</b>	<b>Price Range</b>	<b>Successful Tenderer and Price</b>
<b>Contract 2427 – South Street Kerb and Channel Renewal</b>	<b>4</b>	<b>\$191,018.74 to \$267,08.62</b>	<b>Paul Smith Earthmoving Ltd \$191,018.74</b>
Tenders were evaluated using the Lowest Price Conforming Tender Method.			

All prices exclude GST

**Carried**

**9.4 2019/20 Annual Plan Progress Report for the four months ended 31 October 2019**

Group Manager Commercial and Strategy and the Chief Financial Officer provided an overview of the Annual Plan progress report.

There is no reason that the budget figures should not be achieved. A deficit does show for the beginning of the year because of the timing of rates instalments.

In regards to Infrastructure, there are large capital works where large amounts are committed and some of the projects are not yet started or underway. In some cases, contractors have been committed to projects, but this doesn't show in the figures as yet.

Social Housing was discussed relating to vacant units. They are not occupied because they are not functional as bedsits. These are on the programme for investigation to possibly combine two bedsits into a 1 bedroom flat and ensuring all social housing are healthy homes.

#### **Committee Resolution 2019/71**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

1. That the summary financial results to 31 October 2019 be received and noted.
2. That the non-financial performance indicators and project work programme results to 31 October 2019 be received and noted.

**Carried**

#### **9.5 Gambling Venue Policy**

At 3:34 pm, Mayor Nigel Bowen left the meeting.

At 3:34 pm, Cr Stu Piddington left the meeting.

The draft Gambling Venue Policy was presented to Council.

#### **Committee Resolution 2019/72**

Moved: Cr Steve Wills

Seconded: Cr Richard Lyon

1. That Council adopts the draft Gambling Venue Policy as presented.
2. That the Timaru District Council Delegations Manual is updated to reflect the Gambling Venue Policy delegation to the Environmental Services Committee.

**Carried**

At 3:35 pm, Mayor Nigel Bowen returned to the meeting.

At 3:35 pm, Cr Stu Piddington returned to the meeting.

#### **9.6 Elected Members Remuneration 2019/20 - Allocation of Pool**

The Chief Executive provided an overview of the Remuneration Pool report.

This pool is set by the Remuneration Authority, and all Councils adhere to this policy. The pool is allocated across all the Councillors with additional responsibilities as shown below.

#### **Committee Resolution 2019/73**

Moved: Mayor Nigel Bowen

Seconded: Cr Peter Burt

1. That the Council:
  - (a) Receive and note the report
  - (b) Agree to submit to the Remuneration Authority for approval the following allocation of the governance remuneration pool

Role	Description of Role	Annual Base Remuneration (\$)	Allocation for Additional Responsibility (\$)	Total Annual Remuneration (\$)
Deputy Mayor (1 position) – Cr Wills	Assist the Mayor in carrying out the statutory and leadership role of the Mayor	\$39,613	\$23,768	\$63,380
Chairperson ( <i>Commercial and Strategy, Community Services, Environmental Services, Infrastructure</i> ) (4 positions) - – Crs Burt, Gilchrist, Lyon, Parker	Provide leadership to the committee, ensure decision-making is evidence based and made in a timely manner, and conduct meetings in accordance with standing orders and legislation	\$39,613	\$11,884	\$51,496
Deputy Chairperson ( <i>Commercial and Strategy, Community Services, Environmental Services, Infrastructure</i> ) (4 positions) - Crs Booth, Piddington, Oliver, O’Reilly	Support the Chairperson in providing leadership to the committee, ensure decision-making is evidence based and made in a timely manner, and conduct meetings in accordance with standing orders and legislation where required	\$39,613	\$5,942	\$45,555
<i>Allocated Remuneration Pool</i>				\$451,584

**Carried**

**9.7 MartinJenkins Report to Timaru District Holdings Limited**

To present to Council the MartinJenkins’ Report on the review of Timaru District Holdings Limited (TDHL).

Joanna Collinge from MartinJenkins joined the meeting via Video Link.

An overview of the report was provided and focused on how Timaru District Holdings Limited can move from acceptable practice to good practice. This would enable the company to move to a system that builds resilience.

The advice provided is that these recommendations should be done in the right order and a timetable be put in place that is realistic and can have movement for possible changes (e.g a second round for appointments if no suitable applicants are appointed in the first round).

At the next Council meeting, there will be an update of what work has started and the remaining timeframe to produce a clear plan ahead.

#### **Committee Resolution 2019/74**

Moved: Mayor Nigel Bowen

Seconded: Cr Peter Burt

That Council:

1. receives the MartinJenkins' Report
2. accepts in principle, the recommendations contained in the Report
3. provides direction to Council officers on the next steps regarding the priority and implementation of the recommendations.

**Carried**

#### **9.8 Council Calendar 2020**

Discussion was held on the possibility of changing the starting time of meetings on Standing Committee days to 3pm and options for moving some meetings out of the Council Chambers. This is to encourage transparency and would allow members of the community to come along to meetings and see how Council works.

Further discussion is to be held in 2020 on starting times, venues and the possibility of live streaming meetings. The first Standing Committee's meeting on 28 January 2020 will start at 9am.

#### **Committee Resolution 2019/75**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That the Council meetings dates calendar for 2020 be adopted. That the Standing Meetings Committee on 28<sup>th</sup> January start at 9am and further start times for 2020 are to be confirmed.

**Carried**

#### **9.9 Tenders and Procurement Committee Minutes 11 November 2019**

#### **Committee Resolution 2019/76**

Moved: Cr Sally Parker

Seconded: Cr Peter Burt

That the Tenders and Procurement Committee meeting minutes of 11 November 2019 be confirmed.

**Carried**



**10 Consideration of Urgent Business Items**

There were no items of Urgent Business to be considered.

**11 Consideration of Minor Nature Matters**

The current condition of the Timaru Library was raised, and discussion requested about the priorities that were set in the 2018-28 LTP.

Concerns were expressed about whether the Capital Projects within the LTP are now prioritised correctly, and should further consideration be given that the Theatre Royal and Heritage Hub Project.

Robust discussion was held around whether the intended Theatre Royal and Heritage Hub project should be the main priority. Responses included that previous Councils have purchased land with the intention of this project, the community have been consulted and 78% agreed to this project and are therefore expecting the project to proceed.

There was concern whether the Library is fit for purpose and whether a longer term view should incorporate a more significant upgrade of the Library. The Library roof has worn out earlier than expected, the planned fix on this roof which is underway will allow time for consideration of the Libraries future.

Concern was raised about reversing agreed Community projects, but that perhaps investigations into combining the Library with another project could be considered.

**12 Resolution to Exclude the Public**

**Committee Resolution 2019/77**

Moved: Cr Paddy O'Reilly

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
<b>13.1 - Temuka Community Pool Upgrade</b>	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	Commercial sensitivity
<b>13.2 - Tenders and Procurement Committee Minutes 26 November 2019</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely	Commercial sensitivity

	unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	
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**Carried**

**Committee Resolution 2019/78**

Moved: Cr Sally Parker

Seconded: Cr Peter Burt

That Council moves out of Closed Council into Open Council.

**Carried**

**13 Public Excluded Reports**

**13.1 Temuka Community Pool Upgrade**

**13.2 Tenders and Procurement Committee Minutes 26 November 2019**

**14 Readmittance of the Public**

The meeting closed at 5.10pm.

Minutes Confirmed 18 February 2020

**Mayor Nigel Bowen  
Chairperson**