



# MINUTES

## Ordinary Council Meeting Tuesday, 15 February 2022

Ref: 1480195

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 15 February 2022 at 3.00pm**

**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:** Gaye Broker (Temuka Community Board), Azoora Ali (Chief Financial Officer), Hamish Barrell (District Planning Manager), Lili Delwaide (Programme Delivery Manager – via Zoom), Fabia Fox (Policy Analyst), Mark Low (Strategy & Corporate Planning Manager), Andrew Dixon (Group Manager Infrastructure), Steve McKnight (Group Manager Commercial & Strategy), Paul Cooper (Group Manager Environmental Services), Beth Stewart-Wright (Director User Experience & Community Engagement), Hannah Goddard-Coles (Director Engagement & Culture), Erik Barnes (Acting Group Manager Recreation & Cultural Services), Bede Carran (Chief Executive)

**1 Opening Prayer**

Gordon Rosewill of the Life Church conducted the opening prayer

**2 Apologies**

There were no apologies for acceptance.

**3 Public Forum**

No matters for Public Forum

**4 Identification of Urgent Business**

There were no items of urgent business to be received.

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

There were no matters of minor nature.

**6 Declaration of Conflicts of Interest**

Cr Peter Burt declared a conflict of interest in relation to item 13.2, due to his employment with Environment Canterbury.

**7 Confirmation of Minutes**

**7.1 Minutes of the Council Meeting held on 7 December 2021**

**Resolution 2022/1**

Moved: Cr Barbara Gilchrist

Seconded: Cr Paddy O'Reilly

That the Minutes of the Council Meeting held on 7 December 2021 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

## **8 Schedules of Functions Attended**

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

#### **Resolution 2022/2**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That the report be received and noted.

**Carried**

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

#### **Resolution 2022/3**

Moved: Mayor Nigel Bowen

Seconded: Cr Richard Lyon

That the report be received and noted.

**Carried**

## **9 Reports**

### **9.1 Affixing of the Common Seal**

1 To report the affixing of the Common Seal to Warrants of Appointment.

#### **Resolution 2022/4**

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That the affixing of the Common Seal to the following document be noted:

15 December 2021 Approval of Warrants

**Carried**

## 9.2 Timaru District Holdings Limited Director Skills Matrix

Group Manager Commercial & Strategy spoke to this report to confirm the recommendations from the Directors and Trustees Selection Subcommittee on the skills matrix to be used for the Timaru District Holdings Limited Director position.

### Resolution 2022/5

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That Council approves the Skills Matrix to be used to identify appropriate candidates for the Timaru District Holdings Limited Director position.

**Carried**

## 9.3 Council Investments and Borrowing

Chief Financial Officer & Group Manager Commercial & Strategy spoke to this report to update the Committee on the status of Council treasury activities at 31 December 2021.

### Resolution 2022/6

Moved: Cr Peter Burt

Seconded: Mayor Nigel Bowen

That the Committee receive and note the report.

**Carried**

## 9.4 Removal of Minimum Parking Requirements from the Timaru Operative District Plan

Group Manager Environmental Services & Planning Manager spoke to this report the purpose of which is to address the requirement to remove minimum car parking provisions from district plans, as required by Policy 11 of the National Policy Statement on Urban Development (NPS-UD).

Discussion centred on the need to remove one requirement to replace with further requirements including providing for alternative modes of transport; the transition for existing building consents / resource consents; onus on developers or Council to provide car parking; integration with Cityhub project.

### Resolution 2022/7

Moved: Cr Barbara Gilchrist

Seconded: Cr Steve Wills

1. To note that as a result of direction given by the National Policy Statement on Urban Development, the Timaru District Plan (Operative) will have the car parking minimum requirements removed by the end of February 2022.
2. A recommendation is sought to action the investigation of amendments to the Proposed Timaru District Plan to:

- i. require, in some situations, accessible parking; and
- ii. ensure the appropriate design of private pedestrian access where no vehicle access is proposed; and
- iii. require, in some situations, on-site bicycle access and bicycle parking where no vehicle access is proposed; and
- iv. require, in some situations, on-site electric vehicle charging facilities where no vehicle parking is proposed; and
- v. require, in some situations, pick-up and drop-off loading facilities and access for emergency services where no vehicle access is proposed.

**Carried**

### **9.5 Annual Plan 2021/22 Six Month Performance Report to 31 December 2021**

Group Manager Commercial & Strategy, Chief Financial Officer, Strategy & Corporate Planning Manager, Programme Delivery Manager (via Zoom) spoke to this report to outline progress on implementing the Annual Plan 2021/22 (Year One of the 2021-31 Long Term Plan). This includes the work programme, key performance indicators and the financial results for the six month period ended 31 December 2021.

#### **Resolution 2022/8**

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

1. That Council receive and note the report with particular attention to:
  - (a) The Annual Plan 2021/22 key performance indicators progress report to 31 December 2021.
  - (b) Council's financial performance for the month ending 31 December 2021.
  - (c) The Annual Plan 2021/22 capital work programme progress report to 31 December 2021.

**Carried**

### **9.6 Easter Sunday Shop Trading Policy - Adoption of Statement of Proposal**

The Policy Analyst & Group Manager Commercial & Strategy spoke to this report The purpose of this report is for Council to review the current Easter Sunday Shop Trading Policy, and consider options to either continue with, amend, or revoke the policy.

#### **Resolution 2022/9**

Moved: Cr Peter Burt

Seconded: Cr Richard Lyon

That Council continue with Council's existing policy of allowing shop trading on Easter Sunday in the Timaru District and agree to consult on the proposal using the Special Consultative Procedure as required under the Shop Trading Hours Act.

Carried

**10 Consideration of Urgent Business Items**

There were no items of urgent business to be received.

**11 Consideration of Minor Nature Matters**

There were no matters of minor nature.

**12 Public Forum Items Requiring Consideration**

There were no Public Forum items of urgent business to be considered.

**13 Resolution to Exclude the Public**

**Resolution 2022/10**

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>13.1 - Public Excluded Minutes of the Council Meeting held on 7 December 2021</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</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>To protect a person’s privacy</p> <p>Commercial sensitivity</p> <p>To enable commercial or industrial negotiations</p>
<p><b>13.2 - Canterbury Water Management Strategy Zone</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to</p>	<p>To protect a person’s privacy</p>

<b>Committee Refresh Cycle 2021 - 2024</b>	protect the privacy of natural persons, including that of deceased natural persons	
<b>13.3 - Southern Trust Events Centre Fundraising</b>	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)	To enable commercial or industrial negotiations

**Carried**

**14 Public Excluded Reports**

**13.1 Public Excluded Minutes of the Council Meeting held on 7 December 2021**

**13.2 Canterbury Water Management Strategy Zone Committee Refresh Cycle 2021 - 2024**

**13.3 Southern Trust Events Centre Fundraising**

**15 Readmittance of the Public**

**Resolution 2022/11**

Moved: Cr Sally Parker

Seconded: Cr Allan Booth

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

**Carried**

**The meeting closed at 4:23 pm.**

**Minutes confirmed 15<sup>th</sup> March 2022**

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**Mayor Nigel Bowen**  
**Chairperson**