



# **MINUTES**

## **Commercial and Strategy Committee Meeting**

**Tuesday, 13 October 2020**

**Ref: 1380832**

**Minutes of Timaru District Council  
Commercial and Strategy Committee Meeting  
Held in the Council Chamber, Timaru District Council, King George Place, Timaru  
on Tuesday, 13 October 2020 at 10.37am**

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

**In Attendance:** Group Manager Commercial and Strategy (Donna Cross), Policy Analyst (Fabia Fox), Senior Programme Delivery Manager (Ashley Harper), Programme Delivery Manager (Lili Delwaide), Manager of Property Services and Client Representative (Nicole Timney), Governance Advisor (Jo Doyle)

**1 Apologies**

**Resolution 2020/37**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the apologies received from Charles Scarsbrook, Neville Gould and Wayne O'Donnell be accepted.

**Carried**

**2 Identification of Items of Urgent Business**

There were no items of urgent business.

**3 Identification of Matters of a Minor Nature**

There were not matters of a minor nature.

**4 Declaration of Conflicts of Interest**

There were no conflicts of interest.

**5 Chairperson's Report**

Since the last Committee meeting, the Chairperson has attended workshops and Council meetings, attended a lunch meeting with the Prime Minister, Governance to Governance meeting with ECan and TDC, met with the Waimate Mayor, attended Audit and Risk and had numerous meetings in regard to Showgrounds and Licensing and with the Group Manager Commercial and Strategy.

**Resolution 2020/38**

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That the Chairpersons report be received

**Carried**

## **6 Confirmation of Minutes**

### **6.1 Minutes of the Commercial and Strategy Committee Meeting held on 1 September 2020**

#### **Resolution 2020/39**

Moved: Cr Steve Wills

Seconded: Cr Gavin Oliver

That the Minutes of the Commercial and Strategy Committee Meeting held on 1 September 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

## **7 Reports**

### **7.1 Aoraki Development and Promotions Limited (Venture Timaru) Quarterly Report to 30 June 2020**

The Committee was presented a copy of the Aoraki Development and Promotions Limited (Venture Timaru) Quarterly Report for the period ending 30 June 2020.

Mark Rogers and Nigel Davenport attended and presented the report and advised of the following updates:

- A name change to Venture Timaru as of 1 July 2020
- MSD MyNextMove Youth Initiative Contract won an Economic Development NZ Best Practice Award for Collaboration in October 2019
- Escape to Timaru is part of the Covid Response from the Tourism Advisory Board
- Assisting strengthening families and the migrant centre
- Assisting local businesses to gain and retain staff
- Working towards 2021, reviewing the economic development and growth management strategy for long term strategic progress
- Scoping a new destination management plan
- Fully allocating \$150,000 from the Stimulus Fund, over half have been paid out
- SCOFF was a huge success in South Canterbury, enhancements planned for next year where food processors will open their doors

It was noted that there was a small adjustment from the final audited annual report, and the operating profit was now \$53,449.

New business support has been largely been with existing support and where a new stream of business has been created through Covid19.

South Canterbury's biggest challenge is its workforce, the labour markets have got tighter through Covid19 and a variety of roles are needed, senior and middle management and more critical workers are required. The tight housing and rental market does affect attracting workers here.

**Resolution 2020/40**

Moved: Cr Paddy O'Reilly

Seconded: Cr Sally Parker

That the Committee note and receive the report.

**Carried**

**7.2 Review of Sponsorship of Council Activities and Facilities Policy**

The Committee was presented with the draft Sponsorship of Council Events and Facilities Policy for adoption by the Policy Analyst.

The consideration for this policy is whether CCO's fall under this policy or not, e.g. Southern Trust Event Centre seek sponsorship within the facility and whether this aligns with Venture Timaru.

Assets that will be vested back to Council, e.g. C-Play and the planned Bike Park will also seek sponsorship and naming rights, and once vested back, will these align with this policy.

It was discussed whether naming rights should have end dates attached (generally yes, and this would be a matter to be agreed as part of the development or sponsorship agreement). Any specific sponsorship naming rights for facilities are currently in the policy to be approved by Council, where part of a facility is being named, it is appropriate that a Group Manager approve this.

**Resolution 2020/41**

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That the Commercial and Strategy Committee adopt the Sponsorship of Council Events and Facilities Policy with an amendment to clause 9 where the naming rights for parts of a facility or a feature of a facility (as opposed to the whole facility) may be approved by the Group Manager.

**Carried**

**Resolution 2020/42**

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That the Commercial and Strategy Committee recommend to Council that the Delegations Manual be amended to reflect the delegations included in the Sponsorship of Council Events and Facilities Policy.

**Carried**

### **7.3 Overview of 2020/2021 Capital Work Programme - Dashboard**

The Committee was presented with an overview of the 2020/2021 capital work programme and an update on its current status.

This report will be refined for the next meeting, there are a few projects that are not currently hitting targets, however the remainder are looking to be on track, and some are contingency based e.g. a new cemetery site.

These details are shared on the Timaru District Council website.

#### **Resolution 2020/43**

Moved: Mayor Nigel Bowen

Seconded: Cr Richard Lyon

That this report be received and noted.

**Carried**

### **7.4 Progress Report: Theatre Royal and Heritage Facility Development and Social Housing Ventilation Compliance projects**

The Manager of Property Services and Client Representative and Senior Programme Delivery Manager presented an update on the progress of the two key property projects:

#### **Theatre Royal and Heritage Facility Development**

The third week of internal stakeholder meetings have taken place, the architects have visited the Theatre Royal and army hall, and commentary has been received from friends of the theatre, those who work with fly systems, sound and lighting and meetings have been held with the Museum staff and education team.

The architects are wanting to come and meet with Councillors in a few weeks' time to report back on the stakeholder commentary, the general theme from the public and to give their thoughts on the whole project.

It is expected that a review of the costs and budgets will be available after the project Quantity Surveyors are appointed. The evaluations for the QS team are being considered this week and will then be ready to appoint.

Fundraising for this project remains a consideration, for example to support extra fly systems or extra storage, technology or fit outs for the exhibition hall.

The Committee discussed the properties around the Theatre Royal, and whether these properties are part of the overall concept. The wider circle of the CBD is being considered, and what a facility of this nature and size can bring to down town Timaru, the spill on effect to surrounding commercial businesses. The City Hub strategy and good connection with the Chamber of Commerce and CBD group is an important link.

#### **Social Housing Ventilation Compliance**

This project is progressing, two contractors have now started work with a third contract about to start.

#### **Resolution 2020/44**

Moved: Cr Barbara Gilchrist

Seconded: Cr Steve Wills

That this report be received and noted.

**Carried**

## **7.5 Lease renewals**

The Committee was presented with the renewal of sports club leases for Temuku, at the Temuka Domain, Gunion and Buzon Square (reserve land) by the Group Manager Commercial and Strategy.

These leases were for an initial term of 30 years, and the lessees have a right to renew for a further 30 years. While the Group Manager Commercial and Strategy has the delegated authority to approve the renewals, given the long term nature of the leases, it's important for the Committee to have visibility of the lease arrangements.

For the clubs affected, they are generally seasonal or shared use, with the exception of Golf, Rugby (in part) and Bowling who have exclusive use rights.

The Temuka Swimming Pool was discussed. The lease provides the club with the right to use the pool between November and March each year for 3 nights per week for 3 hours.

A question was raised as to what would happen if private instructors wanted to be able to run learn to swim programmes. Agreements would need to be reached at the time with arrangements able to be put in place outside of (where not prevented by) existing exclusive use terms.

### **Resolution 2020/45**

Moved: Cr Richard Lyon

Seconded: Cr Steve Wills

That the Committee note and receive this report.

**Carried**

## **8 Consideration of Urgent Business Items**

There were no items of urgent business.

## **9 Consideration of Minor Nature Matters**

There were not matters of a minor nature.

## **10 Exclusion of the Public**

### **Resolution 2020/46**

Moved: Cr Barbara Gilchrist

Seconded: Cr Sally Parker

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>11.1 - Public Excluded Minutes of the Commercial and Strategy Committee Meeting held on 1 September 2020</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  s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities	Commercial sensitivity  To enable commercial activities

**Carried**

#### **Resolution 2020/47**

Moved: Cr Barbara Gilchrist

Seconded: Cr Gavin Oliver

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

**Carried**

#### **11 Public Excluded Reports**

##### **11.1 Public Excluded Minutes of the Commercial and Strategy Committee Meeting held on 1 September 2020**

#### **12 Readmittance of the Public**

**The Meeting closed at 11.28am.**

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**Chairperson**