



MINUTES

Commercial and Strategy Committee Meeting Tuesday, 12 March 2024

Ref: 1656929

**Minutes of Timaru District Council
Commercial and Strategy Committee Meeting
Held in the Council Chamber, Timaru District Council, King George Place, Timaru
on Tuesday, 12 March 2024 at 11.41am following the Community Services Committee**

Present: Clr Peter Burt (Chairperson), Clr Allan Booth (Deputy Chairperson), Mayor Nigel Bowen, Clr Gavin Oliver, Clr Sally Parker, Clr Michelle Pye, Clr Owen Jackson, Clr Stacey Scott, Clr Scott Shannon

In Attendance: **Community Board:** Anna Lyon (Pleasant Point Community Board), Rosie Jan Finlayson (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Andrea Rankin (Chief Financial Officer), Hannah Goddard Coles (Group Manager Engagement and Culture), Beth Stewart (Group Manager Community Services), Nicole Timney (Manager of Property Services and Client Representative), Stephen Doran (Communications Manager), Steph Forde (LTP Project Officer), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

1 Apologies

1.1 Apologies Received

Resolution 2024/10

Moved: Clr Peter Burt

Seconded: Clr Allan Booth

That the apology of Clr Stu Piddington be received and accepted.

Carried

2 Public Forum

There were no public forum items.

3 Identification of Items of Urgent Business

No items of urgent business were received.

4 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

5 Declaration of Conflicts of Interest

No conflicts of interest were declared.

6 Chairperson's Report

6.1 Presentation of Chairperson's Report

Resolution 2024/11

Moved: Clr Peter Burt

Seconded: Clr Sally Parker

The Chairperson has attended a number of meetings including; Numerous Council meetings, Council workshops on the Long Term Plan, Chaired the menacing dog Hearing, Audit and Risk Committee meeting.

Carried

7 Confirmation of Minutes

7.1 Minutes of the Commercial and Strategy Committee Meeting held on 13 February 2024

Resolution 2024/12

Moved: Clr Stacey Scott

Seconded: Clr Gavin Oliver

That the Minutes of the Commercial and Strategy Committee Meeting held on 13 February 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 Actions Register Update

The Chairperson spoke to the report and provided the Commercial and Strategy Committee with an update on the status of the action requests raised by councillors at previous Commercial and Strategy Committee meetings.

The committee agreed to close the following action point;

- Waste Minimisation Fees and Charges

Discussion included the approach to the Project Delivery Team and the importance of reporting. A report on this action will be presented at the next Commercial and Strategy Committee meeting. Clarification is sought that the Peel Forest Landfill revenue is not included in next year's revenue budget.

Resolution 2024/13

Moved: Clr Scott Shannon

Seconded: Mayor Nigel Bowen

That the Commercial and Strategy Committee receives and notes the updates to the Actions Register.

Carried

8.2 Financial Report January 2024

The Chief Financial Officer spoke to the report to outline progress on implementing year three of the 2021-31 Long Term Plan (LTP) and report on the financial results for the period ended 31 January 2024.

It is noted that Timaru District Council borrowed \$15M to cover Capital Expenditure.

There is discussion around the reporting of financials to the Commercial and Strategy Committee and the difference with the financial reporting to Council.

The operating deficit is discussed and the anticipated depreciation on additional assets. The forecasting revenue 2023/24 table and the change from the previous table. The budget reallocation table is highlighted.

Further discussion included the ability to have forecasting for the activity groups. Concern is expressed on full-year forecasting. The personnel costs and the impact of the vacancy factor. It is confirmed a review of the delegations manual to tighten expenses. The CBay variance and the rationale behind this.

It is discussed accountability for all budget holders to be linked to key performance indicators.

Resolution 2024/14

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

That the summary financial results to 31 January 2024 be received and noted.

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 Exclusion of the Public

Resolution 2024/15

Moved: Clr Owen Jackson
 Seconded: Mayor Nigel Bowen

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 at 12.10pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Public Excluded Minutes of the Commercial and Strategy Committee Meeting held on 13 February 2024	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person’s privacy, including the privacy of deceased persons

Carried

13 Public Excluded Reports

13.1 Public Excluded Minutes of the Commercial and Strategy Committee Meeting held on 13 February 2024

14 Readmittance of the Public

Resolution 2024/16

Moved: Clr Peter Burt
 Seconded: Clr Owen Jackson

That the meeting moves out of Closed Meeting into Open Meeting at 1.31pm.

Carried

The Meeting closed at 1.31pm.

Minutes confirmed 16 April 2024.

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**Clr Peter Burt
 Chairperson**