



MINUTES

Ordinary Council Meeting Tuesday, 30 June 2020

Ref: 1349526

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 30 June 2020 at 1.00pm**

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: **Community Board Members**
Neville Gould – Pleasant Point Community Board
Jan Finlayson – Geraldine Community Board
Charles Scarsbook – Temuka Community Board

Council Officers Chief Executive (Bede Carran), Group Manager Commercial and Strategy (Donna Cross), Group Manager Environmental Services (Tracy Tierney), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Chief Financial Officer (David Codyre), Senior Programme Delivery Manager (Ashley Harper), Strategy and Corporate Planning Manager (Mark Low), Governance Advisor (Jo Doyle), Governance Support Officer (Joanne Brownie)

1 Opening Prayer

Reverend Ben Randall, of St Mary's Church offered a prayer for the work of Council.

The prayer was followed by the Timaru District Council Waiata

2 Apologies

There were no apologies.

3 Public Forum

Carolyn Cooper of Presbyterian Support South Canterbury discussed the work that has been undertaken within the aged care sector during Covid-19.

400 staff are employed, there are 162 clients residing in facilities and over 500 members in the community that are supported by these staff.

During lockdown there was immense pressure on staff, 75% were consider essential front line staff, and all had to be provided with letters confirming they were essential workers.

Aged Care facilities were locked down with no visitors permitted, this meant the staff had very small bubbles and didn't venture further than Work or Home.

The Frozen Meal service became a delivery service in a two day timeframe, and went from 500 meals a month to 3000 in the month of April. Demand remains with 100 meals a day still being provided.

Learnings from Covid-19 are being included in an updated Pandemic Plan, such as 2-3 people that will solely manage all communication from all areas as reading all the incoming emails and keeping up to date was a challenge.

4 Identification of Urgent Business

Resolution 2020/69

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the Delegation to Chief Executive - Insurance Renewal 2020/21 report will be discussed in the Public Excluded section of the Council Meeting.

Carried

4 Identification of Matters of a Minor Nature

There were no minor nature matters.

5 Declaration of Conflicts of Interest

There were no conflicts of interest.

6 Confirmation of Minutes

7.1 Minutes of the Extraordinary Council Meeting held on 2 June 2020

Resolution 2020/70

Moved: Cr Barbara Gilchrist

Seconded: Cr Steve Wills

That the Minutes of the Extraordinary Council Meeting held on 2 June 2020 be confirmed as a true and correct record of that meeting.

Carried

7.2 Minutes of the Council Meeting held on 9 June 2020

Resolution 2020/71

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

That the Minutes of the Council Meeting held on 9 June 2020 be confirmed as a true and correct record of that meeting.

Carried

7.3 Minutes of the Council Meeting held on 23 June 2020**Resolution 2020/72**

Moved: Cr Paddy O'Reilly

Seconded: Cr Gavin Oliver

That the Minutes of the Council Meeting held on 23 June 2020 be confirmed as a true and correct record of that meeting.

Carried

7 Schedules of Functions Attended**8.1 Schedule of Functions Attended by the Chief Executive****Resolution 2020/73**

Moved: Cr Steve Wills

Seconded: Cr Gavin Oliver

That the report be received and noted.

Carried

8.2 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors**Resolution 2020/74**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the report be received and noted.

Carried

8 Reports**9.1 Contracts Let Under Delegated Authority**

Council was advised of the following contracts let by the Chief Executive under Delegated Authority.

Resolution 2020/75

Moved: Cr Sally Parker

Seconded: Cr Barbara Gilchrist

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

Contract Description	Number of Tenders	Price Range	Successful Tenderer and Price
Contract 2446 – Talbot Street & Grantlea Drive Watermain Renewal	5	\$76,978.90 to \$140,335.46	Paul Smith Earthmoving Limited \$76,978.90
Tenders for contract 2446 were evaluated using the Lowest Price Conforming Tender Method			
Contract 2447 – Talbot Street Sewermain Renewal (Kennedy Street to Huffey Street)	6	\$457,285.40 to \$832,293.00	Paul Smith Earthmoving Limited \$457,285.40
Tenders for contract 2447 were evaluated using the Weighted Attribute Method			

All prices exclude GST

Carried

9.2 Adoption of the 2020/21 Annual Plan

Council received the Timaru District Council 2020/21 Annual Plan and Fees and Charges for 2020/21.

Adopting the Annual Plan today meets the legislative timeframes. The document is the end of a long and complicated process made harder with the impact of Covid-19 on the Council work programme and the resulting changes to the budget.

The disclosure of the accounting policies and subsequent revaluation of certain classes of assets has had no effect on rates.

Resolution 2020/76

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

1. That Council:

- (a) Authorises the Chief Executive and Group Manager Commercial and Strategy to make any non-material changes to the Annual Plan 2020/21 prior to publication for example to improve readability and to update the Accounting Policies to reflect the change to revalue certain assets.
- (b) Set the Timaru District Council Fee and Charges 2020/21.
- (c) Adopt the Timaru District Council Annual Plan 2020/21, in accordance with Section 95 of the Local Government Act (LGA).

Carried

9.3 Resolution to Set Rates 2020/21

Council discussed the rates to be set and assessed for the 2020/21 financial year.

The Chief Financial Officer tabled an updated version of the report as the penalty dates have been altered in the resolution.

Resolution 2020/77

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That the Annual Plan 2020/21 has been adopted and in accordance with the Funding Impact Statement (FIS) and relevant provisions of the LTP 2018/28, Council sets and assesses the rates in the following resolution.

Timaru District Council Rates Resolution 2020/21

That Council resolves:

1 To set the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2020 and ending on 30 June 2021. Such rates shall become due and payable by instalments on the dates prescribed in clause 11 of this resolution.

2 All rates and charges are inclusive of Goods and Services Tax (GST).

3 General Rate

That pursuant to Section 13(2)(b) and Section 14 of the Local Government (Rating) Act 2002 a general rate set as a rate in the dollar on the land value of all rating units within the Timaru District, assessed on a differential basis as described as follows:

Timaru District - Accommodation	\$0.01038
Timaru District - Commercial Central	\$0.01038
Timaru District - Commercial Other	\$0.01038
Timaru District - Community Services	\$0.00260
Timaru District - Industrial	\$0.01038
Timaru District - Primary	\$0.00130
Timaru District - Recreational	\$0.00260
Timaru District - Residential General	\$0.00260
Timaru District - Residential Multi Unit	\$0.00519

Differential categories are defined in the Funding Impact Statement 2020/21.

4 Uniform Annual General Charge

That pursuant to Section 15(1)(a) of the Local Government (Rating) Act 2002 a uniform annual general charge of \$656.00 per rating unit is set and assessed on every rating unit within the Timaru District.

5 Community Works and Services

That pursuant to Section 16(3)(b) and (4)(a) of the Local Government (Rating) Act 2002 a targeted community works and services rate set and assessed as a rate in the dollar on the

land value of all rating units within each of the community areas where the service is provided, and are as follows:

Geraldine	\$0.00207
Rural	\$0.00006
Temuka	\$0.00244
Timaru	\$0.00117

Community areas are defined in the Funding Impact Statement 2020/21.

6 Community Board

That pursuant to Section 16(3)(b) and (4)(a) of the Local Government (Rating) Act 2002 targeted uniform annual Community Board rates set and assessed per rating unit within each of the Temuka, Geraldine and Pleasant Point Wards, and are as follows:

Geraldine	\$3.00
Pleasant Point	\$5.00
Temuka	\$3.50

7 Sewer

That pursuant to Section 16(3)(b) and (4)(a) of the Local Government (Rating) Act 2002 a targeted uniform rate for sewerage disposal set per water closet or urinal connected either directly or through a private drain to a public sewerage drain subject to the proviso that every rating unit used primarily as a residence of not more than one household shall be treated as having not more than one water closet or urinal, and is as follows:

Sewer	\$343.00
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8 Waste Management

That pursuant to Section 16(3)(b) and 16(4)(a) of the Local Government (Rating) Act 2002 a differential targeted rate set and assessed on all rateable and non-rateable rating units based on the extent to which the “three bin” waste collection service is actually provided, and are as follows:

- (a) \$335.00 per standard size “three bins” provided to each rating unit;
- (b) \$436.00 per large “three bins” provided to each rating unit;
- (c) \$83.00 per additional small (140 litres) recycling bin provided to each rating unit; and
- (d) \$95.00 per additional large (240 litres) recycling bin provided to each rating unit; and
- (e) \$129.00 per additional small (140 litres) compost bin provided to each rating unit; and
- (f) \$151.00 per additional large (240 litres) compost bin provided to each rating unit; and
- (g) \$159.00 per additional small (140 litres) rubbish bin provided to each rating unit; and
- (h) \$229.00 per additional large (240 litres) rubbish bin provided to each rating unit.

9 Water

That pursuant to Section 16(3)(b), (4)(b) and section 19 of the Local Government (Rating) Act 2002 targeted rates for the supply of water in the following areas are as follows:

- (a) Urban Water

A differential annual rate of \$399.00 set and assessed per separately used or inhabited part of a rating unit for all connected rating units and \$199.50 set and assessed per rating unit on all rating units situated within 100 metres from any part of the water works to which water can be but is not supplied within the urban areas Geraldine, Pleasant Point, Peel Forest, Temuka, Timaru and Winchester urban supplies

Differential categories are defined in the Funding Impact Statement 2020/21.

(b) Rural Water

(i) **The Rangitata-Orari Water Supply District**

A targeted rate of \$16.30 set and assessed per hectare within the rating unit.

(ii) **The Te Moana Downs Water Supply District**

a) A targeted rate of \$288.00 set and assessed for each unit of water supplied;

b) A targeted rate of \$601.00 set and assessed for each tank except where there is more than one tank to any rating unit as a technical requirement of the scheme, in which case only one charge will apply.

(iii) **The Orari Township Water Supply District**

A targeted rate of \$297.40 set and assessed for each unit of water supplied.

(iv) **The Seadown Water Supply District**

a) A targeted rate of \$19.80 set and assessed per hectare within the rating unit;

b) A targeted rate of \$494.00 set and assessed per separately used or inhabited part of a rating unit for each domestic supply;

(v) **Beautiful Valley Water Supply District**

A targeted rate of \$5.12 set and assessed per hectare within the rating unit.

(vi) **Downlands Water Supply District**

On so much of the rating unit appearing on District Valuation Rolls number 24640, 24660, 24670, 24680, 24690, 24700, 24710, 24820, 24840, 24850, 24860, and part 25033, as is situated within the Downlands Water Supply District.

a) A targeted rate of \$769.00 set and assessed for each separately used or inhabited part of a rating unit within the Pareora Township and for rating units used as halls within the scheme.

b) A targeted rate of \$1,317.00 set and assessed per rating unit for rating units used as schools within the Pareora Township.

c) In addition a targeted rate of \$549.00 set and assessed for each separate connection (excluding Pareora Township) to the water supply except where there is more than one connection to any rating unit as a technical requirement of the scheme, in which case only one charge will apply.

d) In addition to the charge assessed in (c) above, a targeted rate of \$220.00 set and assessed per unit of water or where water supplied in one half units a charge of \$90.50 set and assessed per half unit supplied.

Differential categories are defined in the Funding Impact Statement 2020/21.

(c) Water by Meter

Targeted rates for water supply, set under Section 19 of the Local Government (Rating) Act 2002 per cubic metre of water consumed to any rating unit situated in the following areas which has been fitted with a water meter:

Seadown	\$0.90
Urban	\$0.66

10 Community Centre

That pursuant to Section 16(3)(b) and (4)(a) of the Local Government (Rating) Act 2002, the following uniform targeted rates are set and assessed in respect of each separately used or inhabited part of a rating unit situated in the following Community Centre Areas:

Claremont Community Centre	\$19.00
Fairview Community Centre	\$30.00
Kingsdown Community Centre	\$35.00
Otipua Community Centre	\$19.00
Seadown Community Centre	\$29.00

11 Instalment Dates

The above rates and charges (except for metered water) are due and payable in four equal instalments on the following dates:

All Ratepayers

Instalment	Due Date
1	21 September 2020
2	21 December 2020
3	22 March 2021
4	21 June 2021

The due dates for metered water charges are as follows:

Month invoice raised	Due Date
July 2020	20 August 2020
August 2020	21 September 2020
September 2020	20 October 2020
October 2020	20 November 2020
November 2020	21 December 2020
December 2020	20 January 2021
January 2020	22 February 2021
February 2021	22 March 2021
March 2021	20 April 2021
April 2021	20 May 2021
May 2021	21 June 2021
June 2021	20 July 2021

12 Discount

That pursuant to Section 55 of the Local Government (Rating) Act 2002, the following discount will apply:-

A discount of 2.50% will be allowed on the total rates set, if the 2020/21 rates, including any current penalties, are paid in full on or before 21 September 2020.

13 Penalties

That pursuant to Section 57 of the Local Government (Rating) Act 2002 the District Council prescribes the following penalties to be added to unpaid rates:-

(a) A Penalty

A penalty under section 58(1)(a) of 10% of the amount of the instalment remaining unpaid will be added if not paid on or before the instalment due date, on the following dates:

Instalment	Penalty Date
1	24 September 2020
2	24 December 2020
3	25 March 2021
4	24 June 2021

(b) Further Penalties

A further penalty under section 58(1)(b) and 58(1)(c) of 10% of the amount of any rates assessed in any previous financial year remaining unpaid on 7 July 2020 will be added on 22 September 2020. An additional penalty of 10% will be added to any unpaid rates assessed in any previous financial years that remain unpaid on 23 March 2021. This penalty will be added on 24 March 2021.

Penalties will not be applied to the metered water targeted rates.

Carried

9 Consideration of Urgent Business Items

The urgent business item will be heard in the Public Excluded section of the meeting.

10 Consideration of Minor Nature Matters

There were no minor nature matters.

11 Public Forum Items Requiring Consideration

There were no public forum items to be considered.

12 Resolution to Exclude the Public

Resolution 2020/78

Moved: Mayor Nigel Bowen

Seconded: Cr Paddy O'Reilly

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>13.1 - Public Excluded Minutes of the Council Meeting held on 9 June 2020</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>Commercial sensitivity</p> <p>To enable commercial or industrial negotiations</p>
<p>13.2 - Theatre Royal & Heritage Centre Project - Appointment of Architect (Lead Design Consultant)</p>	<p>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</p>	<p>To enable commercial activities</p>
<p>And that, in accordance with Standing Order 2.17.4 Andrew Haig and John Collins be permitted to join this meeting due to their particular knowledge and expertise that relates to the Theatre Royal & Heritage Centre Project.</p>		

Carried

Resolution 2020/79

Moved: Cr Stu Piddington

Seconded: Cr Sally Parker

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

Carried

13 Public Excluded Reports

13.1 Public Excluded Minutes of the Council Meeting held on 9 June 2020

13.2 Theatre Royal & Heritage Centre Project - Appointment of Architect (Lead Design Consultant)

13.3 Delegation to Chief Executive - Insurance Renewal 2020/21

14 Readmittance of the Public

The meeting closed at 2.35pm.

Minutes Confirmed 21 July 2020

**Mayor Nigel Bowen
Chairperson**