



# *Hastings District Council*

*Civic Administration Building  
Lyndon Road East, Hastings 4156*

*Phone: (06) 871 5000*

*Fax: (06) 871 5100*

*[www.hastingsdc.govt.nz](http://www.hastingsdc.govt.nz)*

---

## **OPEN MINUTES**

---

## **TENDERS SUBCOMMITTEE**

Meeting Date: **Thursday, 17 December 2015**

**Minutes of a Meeting of the Tenders Subcommittee held on  
17 December 2015 at 9.00am**

**Table of Contents**

<b><u>Item</u></b>	<b><u>Page No.</u></b>
<b>1. Apologies</b>	<b>1</b>
<b>2. Conflicts of Interest</b>	<b>1</b>
<b>3. Confirmation of Minutes</b>	<b>1</b>
<b>4. Additional Business Items</b>	<b>1</b>
<b>5. Extraordinary Business Items</b>	<b>1</b>
<b>6 Recommendation to Exclude the Public from Items 7 and 8</b>	<b>1</b>

## HASTINGS DISTRICT COUNCIL

### MINUTES OF A MEETING OF THE TENDERS SUBCOMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON THURSDAY, 17 DECEMBER 2015 AT 9.00AM

---

**PRESENT:** Councillor Kerr (Chair)  
Councillors Lyons, Lester, Nixon and Watkins (Deputy  
Chair).  
Chief Executive, Mr R McLeod and Group Manager: Asset  
Management, Mr C Thew

**ALSO PRESENT:** Group Manager: Corporate and Customer Services (Mr M  
Maguire)  
Procurement Manager (Ms S O'Toole)  
Information Services Manager (Mr I Wright)  
Business Services Manager (Mr R Smith)  
Committee Secretary (Mrs C Hunt)

#### 1. APOLOGIES

Councillor Kerr/Mr Thew

**That apologies for lateness from Councillor Nixon be accepted.**

**CARRIED**

#### 2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

#### 3. CONFIRMATION OF MINUTES

Councillor Lester/Councillor Watkins

**That the minutes of the Tenders Subcommittee Meeting held Thursday 19  
November 2015 be confirmed as a true and correct record and be adopted.**

**CARRIED**

#### 4. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

#### 5. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

#### 6. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEMS 7 AND 8

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND  
MEETINGS ACT 1987

Mr McLeod/Mr Thew

**THAT the public now be excluded from the following parts of the meeting, namely;**

- 7. Professional Services to Supply, Implement and Support a "Submit an Application Software" Module**
- 8. Tender Recommendation for Print Technology and Associated Services (PTAS)**

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the matter and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this Resolution is as follows:

<b>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</b>	<b>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</b>	<b>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</b>
<b>7. Professional Services to Supply, Implement and Support a "Submit an Application Software" Module</b>	<p><b>Section 7 (2) (b) (ii)</b></p> <p>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>RFP costs were provided as commercial in confidence.</p>	<p><b>Section 48(1)(a)(i)</b></p> <p>Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>
<b>8. Tender Recommendation for Print Technology and Associated Services (PTAS)</b>	<p><b>Section 7 (2) (b) (ii)</b></p> <p>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>The report contains pricing information which is commercial and confidential.</p>	<p><b>Section 48(1)(a)(i)</b></p> <p>Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>

**CARRIED**

The meeting closed at 9.50am

Confirmed:

Chairman:

Date: