



Hastings District Council

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OPEN MINUTES

TENDERS SUBCOMMITTEE

Meeting Date: **Thursday, 22 June 2017**

**Minutes of a Meeting of the Tenders Subcommittee held on
22 June 2017 at 9.00am**

Table of Contents

<u>Item</u>	<u>Page No.</u>
1. Apologies	1
2. Conflicts of Interest	1
3. Confirmation of Minutes	1
4. Mobile and Landline Telecommunications Service Update	2
5. Website Service Provider	2
6. Valuation Services and Database Management Services	2
7. Additional Business Items	2
8. Extraordinary Business Items	2
9. Recommendation to Exclude the Public from Item 10	3

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, 22 JUNE 2017 AT 9.00AM

PRESENT: Councillor Kerr (Chair)
Councillors Lyons, Nixon and Redstone
Chief Executive, Mr R McLeod and Group Manager: Asset
Management, Mr C Thew

ALSO PRESENT: Executive Advisor/Manager: Office of the Chief Executive
(Mr M Maguire)
Quality Assurance and Business Services Manager (Mr R
Smith)
Accounts Co-ordinator (Mr L Kronenburg)
Project Manager – Strategic (Ms I Farrelly)
Acting Group Manager: Economic Growth & Organisation
Improvement (Mr R Oosterkamp)
Chief Financial Officer (Mr B Allan)
Team Leader Rating (Mrs L Crosby-Gordon)
Parks and Building Projects Officer (Mr T McHannigan)
Property Assets and Project Manager (Mr J Jiang)
Committee Secretary (Mrs C Hunt)

IN ATTENDANCE: Councillor Travers

1. APOLOGIES

Councillor Kerr/Councillor Redstone

That apologies for absence from Councillor Watkins be accepted.

CARRIED

2. CONFLICTS OF INTEREST

Councillor Kerr declared an interest in the Public Excluded Item 10 – Hastings
Sports Centre Seismic Strengthening and Services Upgrade – CON2017019.

3. CONFIRMATION OF MINUTES

Councillor Kerr/Councillor Lyons

**That the minutes of the Tenders Subcommittee Meeting held Friday 9 June
2017 be confirmed as a true and correct record and be adopted.**

CARRIED

4. MOBILE AND LANDLINE TELECOMMUNICATIONS SERVICE UPDATE
(Document 17/492)

Councillor Kerr/Councillor Redstone

- A) That the report of the Quality Assurance and Business Services Manager titled “Mobile and Landline Telecommunications Service Update” dated 22/06/2017 be received.**

CARRIED

5. WEBSITE SERVICE PROVIDER
(Document 17/566)

Councillor Nixon/Councillor Redstone

- A) That the report of the Project Manager - Strategic titled “Website Service Provider” dated 22/06/2017 be received.**

- B) That the contract for Professional Services to Supply, Implement and Support website services be awarded to Napier City Council (NCC) at the price of \$200,160.00 (excl. GST) and that the authority to enter into a contract on behalf of Council be delegated to the Group Manager: Economic Growth and Organisational Improvement.**

CARRIED

6. VALUATION SERVICES AND DATABASE MANAGEMENT SERVICES
(Document 17/582)

Councillor Lyons/Councillor Kerr

- A) That the report of the Chief Financial Officer titled “Valuation Services and Database Management Services” dated 22/06/2017 be received.**

- B) That the direct engagement of Quotable Value Limited (QV) for the provision of Valuation Services and database management services until 30 June 2020 in the sum of \$965,746 (excluding GST) be approved.**

- C) That authority to enter into the “Valuation Services and Database Management Services” contract be delegated to the Chief Financial Officer.**

- D) That approval be granted for HDC to participate in the consortium tender of Valuation Services and Database Management Services in 2018/19 with a contract commencement date of 1st July 2020.**

CARRIED

7. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

8. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

9. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 10

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Kerr/Councillor Lyons

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

10. Hastings Sports Centre Seismic Strengthening and Services Upgrade - CON2017019

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:

GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED	GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION
10 Hastings Sports Centre Seismic Strengthening and Services Upgrade - CON2017019	<p>Section 7 (2) (h)</p> <p>The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>To ensure the integrity of the tendering process.</p>	Section 48(1)(a)(i) 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.

CARRIED

Councillor Kerr having previously declared a conflict of interest left the meeting at 9.20am

As the Deputy Chair of the Subcommittee was not present, nominations were called for, in regard to Chairing the Public Excluded part of this meeting.

Mr McLeod/Councillor Redstone

That Councillor Lyons assume the Chair of the Tenders Subcommittee meeting on 22 June 2017 for the Public Excluded part of that meeting, as the Chair had declared a conflict of interest and the Deputy Chair of that Committee were not present.

CARRIED

The meeting then moved to Public Excluded.

The meeting closed at 9.25am

Confirmed:

Chairman:

Date: