



Hastings District Council

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OPEN MINUTES

TENDERS SUBCOMMITTEE

Meeting Date: **Thursday, 28 June 2018**

**Minutes of a Meeting of the Tenders Subcommittee held on
Thursday, 28 June 2018 at 9.00am**

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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, 28 JUNE 2018 AT 9.00AM

PRESENT: Councillor Travers (Chair)
Councillors Nixon, Redstone and Watkins (Deputy Chair).
Acting Chief Executive, Mr N Taylor
Group Manager: Asset Management, Mr C Thew

ALSO PRESENT: Group Manager: Planning and Regulatory Services (Mr J O'Shaughnessy)
Acting Group Manager: Economic Growth & Organisation Improvement (Mr R Oosterkamp)
Team Leader Environmental Policy (Mrs M Gaffaney)
Procurement Manager (Mrs S O'Toole)
Project Manager (Mrs J Bainbridge)
Chief Information Officer (Mr A Smith)
Democratic Support Manager (Mrs J Evans)
Committee Secretary (Mrs C Hilton)

1. APOLOGIES

Councillor Redstone/Mr C Thew

That an Apology for absence from Councillor Lawson be accepted.

CARRIED

2. CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

3. CONFIRMATION OF MINUTES

Councillor Redstone/Councillor Watkins

That the minutes of the Tenders Subcommittee Meeting held Thursday 31 May 2018 be confirmed as a true and correct record and be adopted.

CARRIED

4. BRIEFING PAPER - INVESTIGATION OF THE USE OF ELECTRONIC PURCHASE ORDERS

(Document 18/559)

Mr C Thew/Councillor Redstone

- A) That the report of the Procurement Manager titled "Briefing Paper - Investigation of the use of Electronic Purchase Orders" dated 28/06/2018 be received.
- B) That the Tenders Subcommittee endorse the recommended approach to proceed with more detailed investigation of the TechnologyOne Procure To Pay solution.

CARRIED

5. LANEWAY - 325 HERETAUNGA STREET WEST

(Document 18/501)

Mr C Thew/Councillor Redstone

- A) That the report of the Team Leader Environmental Policy titled "Laneway - 325 Heretaunga Street West" dated 28/06/2018 be received.
- B) The tender from MCL Construction Limited for Contract No. CON2018027 – 325 Heretaunga Street West Laneway in the sum of \$570,845.00 (excluding GST) be approved.

With the reasons for this decision being that the objective of the decision will contribute to meeting the current and future needs of communities for good quality local infrastructure in a way that is most cost-effective for households and business by:

- (i) The engagement of a contractor with the required experience, track record and skills to complete the works successfully and at a competitive price achieved through an appropriate tendering process.
- (ii) The final design concept for the laneway includes elements that were not envisaged in the early conception of the project and therefore the now project costs reflect those changes.
- (iii) The final design concept will provide a high amenity public space for the community to benefit from for many years to come.

CARRIED

6. ADDITIONAL BUSINESS ITEMS

There were no additional business items.

7. EXTRAORDINARY BUSINESS ITEMS

There were no extraordinary business items.

8. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 9

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Redstone/Mr C Thew

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

9 Hastings District Council Chambers Audio Visual and Communications Upgrade

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:

<i>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</i>	<i>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</i>	<i>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</i>
<p>9 Hastings District Council Chambers Audio Visual and Communications Upgrade</p>	<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 enable council to undertake negotiations.</p>	<p>Section 48(1)(a)(i)</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 9.38am

Confirmed:

Chairman:

Date: