



Hastings District Council

*Civic Administration Building
Lyndon Road East, Hastings 4156*

Phone: (06) 871 5000

Fax: (06) 871 5100

www.hastingsdc.govt.nz

OPEN MINUTES

EXTRAORDINARY MEETING OF THE TENDERS SUBCOMMITTEE

Meeting Date: **Thursday, 3 October 2019**

**Minutes of an Extraordinary Meeting of the Tenders Subcommittee held on
Thursday, 3 October 2019 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. Additional Business Items	2
5. Extraordinary Business Items	2
6 Recommendation to Exclude the Public from Item 7	2
5A. Recycling and Refuse Collection Contracts Update Report	3

HASTINGS DISTRICT COUNCIL

MINUTES OF AN EXTRAORDINARY MEETING OF THE TENDERS SUBCOMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON THURSDAY, 3 OCTOBER 2019 AT 9.00AM

PRESENT: Councillor Travers (Chair)
Councillors Nixon, Redstone and Watkins (Deputy Chair)
Acting Chief Executive, Mr B Allan
Acting Group Manager: Asset Management, Mr B Chapman

IN ATTENDANCE: Group Manager: Economic Growth & Organisation Improvement (Mr C Cameron)
Manager: Democracy and Governance Services (Mrs J Evans)
General Counsel (Mr S Smith)
Manager Strategic Projects and Partnerships (Mr R Oosterkamp)
Project Manager (Mrs D Paynter)
Procurement Specialist (Mrs A Hirst)
Democracy and Governance Services Advisor (Mrs C Hilton)

ALSO PRESENT: Mr D Parkinson (Stantec)

1. APOLOGIES

Councillor Watkins/Councillor Nixon

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 24 April 2019, including minutes while the Public were excluded 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

Extraordinary Business Item 5A was addressed later in the meeting.

6. RECOMMENDATION TO EXCLUDE THE PUBLIC FROM ITEM 7

SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987

Councillor Redstone/Councillor Nixon

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

7. Procurement of the Eastside Master Plan

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>
7. Procurement of the Eastside Master Plan	<p>Section 7 (2) (i)</p> <p>The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>To allow Council to complete final contract negotiations with the preferred tenderer.</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>

That Mr D Parkinson (Stantec) be permitted to remain in the Public Excluded part of the meeting.

CARRIED

HASTINGS DISTRICT COUNCIL**MINUTES OF AN EXTRAORDINARY MEETING OF THE TENDERS
SUBCOMMITTEE HELD IN THE LANDMARKS ROOM, GROUND FLOOR, CIVIC
ADMINISTRATION BUILDING, LYNDON ROAD EAST, HASTINGS ON
THURSDAY, 3 OCTOBER 2019 AT 9.00AM****(CONTINUING IN OPEN SESSION FOLLOWING A RESOLUTION TO DO SO)**

PRESENT: Councillor Travers (Chair)
Councillors Nixon, Redstone and Watkins (Deputy Chair)
Acting Chief Executive, Mr B Allan
Acting Group Manager: Asset Management, Mr B
Chapman

IN ATTENDANCE: Group Manager: Economic Growth & Organisation
Improvement (Mr C Cameron)
Manager: Democracy and Governance Services (Mrs J
Evans)
General Counsel (Mr S Smith)
Democracy and Governance Services Advisor (Mrs C
Hilton)

ALSO PRESENT: Mr D Parkinson (Stantec)

5A. RECYCLING AND REFUSE COLLECTION CONTRACTS UPDATE REPORT

(Document 19/1050)

Mr D Parkinson backgrounded the agenda report and responded to questions from the meeting.

Councillor Watkins/Councillor Nixon

- A) That the Tenders Subcommittee receives the report titled “Recycling and Refuse Collection Contracts Update Report” for information only.**
- B) That the Tenders Subcommittee is satisfied that the tender evaluation process is compliant with the approved procurement process and is confident to endorse the approach taken.**

CARRIED

The meeting closed at 9.40am

Confirmed:

Chairman:

Date:

Date:

Chief Executive: