



# CAPITAL PROJECTS AND TENDERS COMMITTEE MINUTES

## MINUTES OF THE CAPITAL PROJECTS AND TENDERS COMMITTEE MEETING OF WESTLAND DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM ON TUESDAY, 10 NOVEMBER 2020 COMMENCING AT 3.00PM.

The Committee Meeting was live streamed to the Westland District Council Youtube Channel and presentations are made available on the council website.

### 1. MEMBERS PRESENT APOLOGIES

Chairperson	Deputy Mayor Carruthers	
Members	His Worship the Mayor	
	Cr Davidson	Cr Hartshorne (via zoom)
	Cr Madgwick (arrived at 3.04pm)	

### NGĀ WHAKAPAAHA APOLOGIES

Cr Hart  
Kw Tumahai

Moved His Worship the Mayor, seconded Cr Davidson and **Resolved** that the apologies from Cr Hart and Kw Tumahai be received and accepted.

### STAFF PRESENT

S.R. Bastion, Chief Executive; T. Cook, Regulatory Services Manager; L. Crichton, Group Manager: Corporate Services; F. Scadden, Planning and Customer Services Manager; L. Sparks, Group Manager District Assets; D. Maitland; Executive Assistant, E. Rae, Strategy and Communications Advisor; M. Smith, Committee Secretary.

### 2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams and available on the Council Chambers table. There were no changes to the Interest Register noted.

### 3. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE URGENT ITEMS NOT ON THE AGENDA

There were no urgent items of business not on the Agenda.

### 4. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

The minutes of the previous meeting were circulated separately via Microsoft Teams.

- Capital Projects and Tenders Committee Meeting – 15 September 2020

Moved Deputy Mayor Carruthers, seconded His Worship the Mayor and **Resolved** that the Minutes of the Capital Projects and Tenders Committee Meeting held on the 15 September 2020 be confirmed as a true and correct record of the meeting.

The Chair **Approved** that his digital signature be added to the confirmed Capital Projects and Tenders Committee Meeting Minutes of the 15 September 2020.

## 5. ACTION LIST

The Chief Executive spoke to the Action List and provided the following updates:

### **Establish a WCWT Trail Sub-Committee**

A meeting with Trustees of the Westland Wilderness Trust has been rescheduled to the 03 December 2020 to dissolve the inactive trust.

Moved Cr Davidson, seconded His Worship the Mayor and **Resolved** that the updated Action List be received.

## 6. NGĀ TĀPAETANGA PRESENTATIONS

*Kw Madgwick entered the Council Chambers at 3.04pm and stated his apology for lateness.*

### • **Delivery Plan – Three Waters Reform Presentation**

The Group Manager: District Assets spoke to this presentation, the topics discussed are stated below:

- Objectives Proposed: The Final expected outcomes on the completion of the projects.
- Delivery Plan Outcomes: In line with the Three Waters Reform Memorandum of Understanding.
- Delivery Plan Execution.
- Delivery Plan Overview.
- Delivery Plan: Hokitika
- Delivery Plan: Ross and Hari Hari
- Delivery Plan: Whataroa & Franz Josef
- Delivery Plan: Fox Glacier
- Delivery Plan: Haast
- Cash Flow Profile

Moved Cr Davidson, seconded His Worship the Mayor and **Resolved** that the presentation from the Group Manager: District Assets at Westland District Council be received.

## 7. PŪRONGO KAIMAHI STAFF REPORTS

The order of staff reports was swapped and differs from the Agenda.

### • **Carnegie Building Regional Culture and Heritage Funding Agreement**

The Chief Executive spoke to this item and advised the purpose of the report is to inform Members of the Regional Culture & Heritage Funding (RCHF) criteria and for the Capital Projects and Tenders Committee to approve the conditions stipulated in the grant for the Carnegie Building Earthquake Strengthening Project.

Moved Deputy Mayor Carruthers, seconded His Worship the Mayor and **Resolved** that:

- A) The committee receive this report.
- B) The committee resolves to:
  1. Provide the Ministry of Culture and Heritage with evidence of satisfactory consultation with, and the support of, iwi and hapū groups represented in its Museum collection.
  2. Westland District Council (WDC) take responsibility for any potential shortfall or cost increases which may arise during the life of the Project as there is no expectation of returning to RCHF for further grants towards this project.
  3. WDC acknowledges and agrees to accept this government funding which has been awarded for the purposes of providing a fit for purpose home for the Hokitika Museum & Gallery. Should the Council, within the next ten years, decide to relocate the Museum to premises other than the former Carnegie Library building, the Council will give the Ministry reasonable notice of its rationale for doing this so that the Ministry may consider this subsequent move in the context of the purpose of the grant and decide whether any portion of that grant should be returned.

- **Shovel Ready Projects – Verbal Update**

The Group Manager: District Assets spoke to this item and updated the Committee on progress of the projects. The areas covered are stated below:

- Provincial Growth Fund (PGF): Community Halls and War Memorials Renovations.
- Infrastructure Reference Group Funding Projects.
- Fox Landfill: River Waste Removal - \$350k.
- Fox Landfill: Waste Removal - \$1.4m.
- Butlers Landfill Cell Construction- \$1.42m.
- Cron Street Extension - \$1.2m / Cron Street Footpath Extension \$300k
- Old Christchurch Road Seal Extension - \$3.25m.
- Jackson Bay Wharf Repairs - \$500k (additional to \$500k already approved)
- Hokitika Swimming Pool Renovation - \$3m.

Moved Deputy Mayor Carruthers, seconded Cr Davidson and **Resolved** that the Shovel Ready Projects Verbal Update from the Group Manager: District Assets at Westland District Council be received.

## 8. **KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI** **RESOLUTION TO GO INTO PUBLIC EXCLUDED**

(to consider and adopt confidential items)

Moved Deputy Mayor Carruthers, seconded His Worship the Mayor and **Resolved** that the Capital Projects and Tenders Committee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 3.56pm.

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

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
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1.	Confidential Minutes – 15 September 2020	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)
2.	Tender 20-21-04: Old Christchurch Road Seal Extension	Good reasons to withhold exist under Section 7	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason or withholding exists. Section 48(1)(a)

This resolution is made in reliance on sections 48(1)(a) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1	Protect the privacy of natural persons, including that of deceased natural persons (Section 7 (2)(a)).
1, 2	Protect information where the making available of the information: (ii) Would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information (Schedule 7(2)(b)(ii)).
1, 2	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations) (Schedule 7(2)(i))

Moved Deputy Mayor Carruthers, seconded His Worship the Mayor and **Resolved** that the business conducted in the ‘Public Excluded Section’ be confirmed and accordingly, the meeting went back to the open part of the meeting at 4.14pm.

**DATE OF NEXT CAPITAL PROJECTS AND TENDERS COMMITTEE MEETING TO BE CONFIRMED  
COUNCIL CHAMBERS, 36 WELD STREET, HOKITIKA AND VIA ZOOM**

**MEETING CLOSED AT 4.14PM**

Confirmed by:

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Deputy Mayor Carruthers  
Chair

Date: 02.02.21