

**MINUTES OF CARTERTON DISTRICT COUNCIL
POLICY AND STRATEGY COMMITTEE MEETING
HELD AT THE CARTERTON EVENTS CENTRE, 50 HOLLOWAY STREET, CARTERTON
ON WEDNESDAY, 2 JUNE 2021 AT 11:00AM**

PRESENT: Chair Rebecca Vergunst, Deputy Chair Robyn Cherry-Campbell, Mayor Greg Lang, Cr Steve Cretney, Cr Brian Deller, Cr Jill Greathead, Cr Rob Stockley, Cr Dale Williams, Marae Representative Rīhi Clarke-Reiri

IN ATTENDANCE: Blair King (Interim Chief Executive), Dave Gittings (Infrastructure, Regulatory and Planning Manager), Geri Brooking (People and Wellbeing Manager), Kelly Vatselias (Corporate Services Manager), Glenda Seville (Community Services Manager), Elisa Brown (Communications and Engagement Advisor), Matt Chapman (Project, Contract and Procurement Officer), Solitaire Robertson (Senior Planner), Casey Spencer (Democratic Services Coordinator).

1 KARAKIA TIMATANGA

The meeting was opened with a Karakia led by Chair Rebecca Vergunst.

2 APOLOGIES

There were apologies received for Cr Russell Keys (non-attendance), Mayor Greg Lang (lateness) and Cr Steve Cretney (lateness).

Deputy Chair Robyn Cherry-Campbell / Cr Rob Stockley

CARRIED

3 CONFLICTS OF INTERESTS DECLARATION

There were no conflicts on interests.

4 PUBLIC FORUM

There was no public forum.

Mayor Greg Lang joined the meeting at 11:04am.

5 CONFIRMATION OF THE MINUTES

5.1 MINUTES OF THE POLICY AND STRATEGY COMMITTEE MEETING HELD ON 7 APRIL 2021

MOVED

That the Minutes of the Policy and Strategy Committee Meeting held on 7 April 2021 are true and correct.

Chair Rebecca Vergunst / Cr Brian Deller

CARRIED

Cr Steve Cretney joined the meeting at 11:18am

6 REPORTS

6.1 PROCUREMENT POLICY REVIEW

PURPOSE

For the committee to review the Procurement Policy.

Interim Chief Executive Blair King noted the request for a process review into the Clock Tower and Wastewater upgrade projects by Council via their Audit and Risk Committee, is likely to influence the procurement policy.

There is an opportunity through this policy for Carterton District Council to be the Client of Choice for competent contractors, reflecting the post-COVID central government funding that is time limited such as PGF, Three Waters Reform, and shovel ready.

Feedback received

- The Committee would like to own the policy framework (flowchart explaining what we do) but acknowledging the wording on “how delivered” is for staff.
- The policy should be clear how complex projects (which are those that generally have critical risks across at least two of Time/Cost/Quality) will have detailed procurement plans
- Where possible, Committee Chairs would like to provide feedback to tender evaluations for their activity, not as voting members but to ensure the risk assessment is robust before the recommendations are taken to approval stage
- Broader outcomes will be aligned to LTP outcomes, rather than duplicated such as Climate Change, Resilience
- More detail will be provided on Objective 3 – Broader Social Outcomes, whether through outlining how higher non-price attribute scores will be achieved, or weightings
- Council would like to be a “fast follower”, through having this procurement consistent with a group of Councils, and aligned with relevant guidance such as NZTA and All of Government
- Clarity that Conflict of Interest include all of Council, not just staff, and provide links to the relevant legislation or OAG Best Practice Guidance
- Support for encouraging preferred supplier through a contract that values ongoing relationship, rather than transactional “one-off”
- Support for communicating the policy with contractors to help make it easy to “do business” with Council, and reduce transactional overheads
- Shift vehicle purchase section from time bound replacement to outcomes required

MOVED

That the Committee:

Receives the report.

Notes the feedback from Elected Members will be drafted into the Procurement Policy and bought back to the next Policy and Strategy Committee Meeting.

Marae Representative Rīhi Clarke-Reiri/ Cr Jill Greathead

CARRIED

6.2 COMMERCIAL OCCUPATION OF FOOTPATHS**PURPOSE**

For the committee to consider the review or revocation of the Policy for commercial occupation of footpaths and reserves and the policy for signboards in public places.

MOVED

That the Committee:

Receives the report.

Agrees to revoke the 2006 policy titled Commercial Occupation of Footpaths and Reserves and the policy for Signboards in Public Places. Noting that matters covered in the policy can be managed under the District Plan and Part 2 of the Wairarapa Consolidated Bylaws

Chair Rebecca Vergunst / Deputy Chair Robyn Cherry-Campbell

CARRIED

Cr Brian Deller voted against this motion.

6.3 RESOURCE CONSENT UPDATE**PURPOSE**

The purpose of this report is to update the Committee on the resource consents issued since the previous update which is generally presented to the Policy and Strategy Committee.

MOVED

That the Committee:

Receives the report.

Cr Dale Williams / Cr Jill Greathead

CARRIED

7 KARAKIA WHAKAMUTUNGA

The meeting was closed with a Karakia led by Marae Representative Rīhi Clarke-Reiri.

The Meeting closed at 12:34pm.

Minutes confirmed:

Date:

DRAFT