

Minutes of a Community & Services Committee Workshop

Thursday 22 May 2025 at 11.00am
Council Chambers, 10 Gorge Road, Queenstown

Membership:	Councillor Craig Ferguson (Chair)	Councillor Esther Whitehead
	Councillor Barry Bruce	Councillor Lisa Guy
	Councillor Cody Tucker	Councillor Matt Wong
Apologies:	None	
In attendance:	Ken Bailey	Adrian Hoddinott
	Simon Battrick	Marie Day (online)
	Kat Banyard	Jane Robertson
Media:	No members of the media in attendance.	
Public:	No members of the public in attendance.	

No.	Agenda Item	Actions
1.	<p><u>Parks Maintenance Contracts 2025</u></p> <p>The purpose of this item was to provide the Community & Services Committee with an update on the progression of the new Parks maintenance contracts as requested at the full Council meeting held on 12 December 2024.</p> <p>Adrian Hoddinott introduced the item and presented a slide detailing the timeframes for tendering, approving, awarding and signing the contracts. He observed that the contracts had a long duration (5-8 years) and a high monetary value.</p> <p>The rates payable could be reviewed over the period of the contracts with allowance made for increases in line with inflation, based on the Consumer Price Index (CPI). The scope of the contracts could be adjusted annually according to the programme and budgets, although officers had tried to make the contracts as specific as possible to provide contractors with certainty. A programme of auditing was included to monitor performance of the contractor along with quarterly meetings with members of the Parks Team.</p> <p>Attachments: Attachment A: <i>Parks Maintenance Contracts 2025</i></p>	None

No.	Agenda Item	Actions
2.	<p><u>Community Services Update – May 2025</u></p> <p>The purpose of this item is to provide the Community & Services Committee with an update on projects of interest.</p> <p>Attachments: <i>Attachment A: Project Summary</i></p>	None

The workshop concluded at 12.18pm.