

# Taupō District Council

## Notes of Council Workshop

<b>Group</b>	Council
<b>Date</b>	Thursday 10 October 2024, 10.30am – 11.11am
<b>Venue</b>	Council Chamber
<b>Topic</b>	Te Whare Update
<b>Facilitated by</b>	Property and Development Manager (C Haskell), People and Culture Manager (L Nienhuser)
<b>Elected Members present</b>	Mayor David Trewavas (in the Chair), Deputy Mayor Cr Kevin Taylor, Cr Duncan Campbell (from 10.48am), Cr Sandra Greenslade, Cr Anna Park, Cr Rachel Shepherd, Cr Kirsty Trueman, Cr Yvonne Westerman, Cr John Williamson
<b>Officers present</b>	Chief Executive (J Gardyne), General Manager Community Infrastructure and Services (T Hale), General Manager Organisation Performance (S Matthews), General Manager People and Community Partnerships (L O'Brien), General Manager Strategy and Environment (W Zander), People and Culture Manager (L Nienhuser), Communications Manager (L McMichael), Property and Development Manager (C Haskell), Facilities Manager (R Nienaber), Communications Advisor (R Watts), Digital Content Creator (C Hollinger), Executive Manager Mayors Office (J Later), Legal and Governance Coordinator (D Periam)
<b>Public / media present</b>	No public or media present
<b>Documents either pre-circulated or tabled</b>	PowerPoint Presentation (A3658616)
<b>Public or closed<sup>1</sup></b>	Public

<sup>1</sup> Workshops are public (and are always advertised whether public or closed), unless there is a good reason(s) for information to be withheld and there is no overriding public interest in holding the workshop in public. Withholding grounds set out in the Local Government Official Information and Meetings Act 1987 (LGOIMA) are a guide. If closed, cite relevant LGOIMA section.

# Taupō District Council

## Notes<sup>2</sup>

The purpose of the workshop was to provide elected members an update on Te Whare project.

The following points were explained:

- The build was in a good place and was roughly three weeks ahead of schedule.
- The projected move in was mid-March 2025.
- Council staff were being brought along on the journey, roughly 70% of staff were hired after Council moved out of Lake Terrace.
- In August 2024, modern working environment sessions were held and Kate from TwentyTwo facilitated the sessions.
- In September 2024, storage and declutter work began by asking staff to identify what they need day to day and what they can get rid of.
- At the end of October 2024, staff roadshows were scheduled with the architects, there would be mood boards, and a workstation set up on display.
- People and Culture team had asked for a volunteer from each team to become a good neighbour rep, these volunteers would be the change representatives for the move. The first session with these reps was scheduled in November 2024. The hope for this session was to develop behaviour standards which will roll to the rest of staff in December/January.
- The IT team would be moving all the IT equipment into the new building. Movers would move furniture into the new building, and it was likely that Council staff would be working remotely for a period in February before the staged move in March 2025.
- Council would exit the existing chambers located on Te Heuheu Street on 17 December 2024 and the last date for any meetings would be 13 December 2024.
- Waiora House was the proposed temporary location for chambers. There were some dates that Waiora House was unavailable so another location would be booked.
- As much existing furniture as possible would be used in the new building. If new furniture was required, it would be within budget and would be used in public areas.
- A robust procurement process was conducted to ensure the Council received the best value for money from suppliers.
- The layout of the building was shown, clearly identifying items that were supplied and installed by contractor, what was new supplied by the Taupō District Council (TDC) and what was being reused also supplied by TDC.
- The existing 32 chairs in the council chamber would not be enough to fill the new council chamber. The options were to reuse and do a mix and match of old and new chairs or get 52 new ones. If new ones were purchased, the current chairs in the chamber would be used elsewhere.
- Crown Relocations would be assisting with the move and any furniture that was not going to be used in the new building would be donated to charities.
- Elected members suggested looking at venues around the district such as community halls and see if they needed any furniture before taking leftover furniture to charities.
- Elected members were happy to use current furniture for the retiring room.

In answer to questions, the following was clarified:

- The consensus within staff was they were excited to be in the new building.
- The lease for the current council chamber located on Te Heuheu Street was ending in December 2024.
- The reception on the ground floor would only be for TDC and it would not be used by Tūwharetoa Māori Trust Board.
- Swipe access will be required to get into the staff areas of the building.
- There would be showers on the ground level for staff who bike to work and lockers to store items.
- It would be possible to put artwork or pictures on the walls of the council chamber.

<sup>2</sup> Workshops are not decision-making forums, therefore this document contains notes of key points discussed only, not decisions.

# Taupō District Council

- Officers were looking to have a TDC logo on the outside of the building by working with Watts & Hughes to see what can fit within the original resource consent and Tūwharetoa Māori Trust Board also.

The Property and Development Manager asked elected members if they would like monthly project team updates however, they explained they were happy for the project team to continue and did not require monthly updates. Elected members were happy for information to be circulated via email and hold meetings only when required. Elected members thanked the Property and Development Manager and People and Culture Manager for the update.

**The workshop closed at 11.11am.**