



AGENDA

Projects and Procurement Committee Meeting Tuesday, 8 September 2026

Date Tuesday, 8 September 2026

Time 11:30 am

Location Council Chambers
Timaru District Council
King George Place
Timaru

File Reference 1871542

Timaru District Council

Notice is hereby given that a meeting of the Projects and Procurement Committee will be held in the Council Chambers, Timaru District Council, King George Place, Timaru, on Tuesday 8 September 2026, at 11:30 am.

Projects and Procurement Committee Members

Clrs Stacey Scott (Chairperson), Stu Piddington, Graeme Wilson, Owen Jackson, Peter Burt, Chris Thomas and Mayor Nigel Bowen

Quorum – no less than 4 members

Local Authorities (Members' Interests) Act 1968

Committee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Nigel Trainor
Chief Executive

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- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

5 Confirmation of Minutes

5.1 Minutes of the Projects and Procurement Committee Meeting held on 11 August 2026

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Projects and Procurement Committee Meeting held on 11 August 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

1. Minutes of the Projects and Procurement Committee Meeting held on 11 August 2026



MINUTES

Projects and Procurement Committee Meeting Tuesday, 11 August 2026

Ref: 1871542

**Minutes of Timaru District Council
Projects and Procurement Committee Meeting
Held in the Council Chambers, Timaru District Council, King George Place, Timaru
on Tuesday, 11 August 2026 at 11:30 am**

Present: Clrs Stacey Scott (Chairperson), Stu Piddington, Graeme Wilson, Owen Jackson (online), Peter Burt, Chris Thomas, Mayor Nigel Bowen (online),

In Attendance: **Councillors:** Philip Harper

Officers: Nigel Trainor (Chief Executive), Paul Cooper (General Manager Regulatory, Development and Growth), Andrew Lester (General Manager Drainage and Water), Stephen Doran (General Manager Corporate), Mike Wrigley (General Manager Recreation Facilities), Grant Hall (Water Services Principal), Sam Esterhuyse (Continuous Improvement Business Partner)

Public: Ethan Richardson and Eddie Lee (Friends of the Theatre Royal Subcommittee), Philip Howe (South Canterbury Museum Development Trust), Abbie Ross (Co-Chair Aorangi Stadium Fundraising Group), Paul Haggath (Project Manager, Team Projects Limited), Drew Williamson (Project Manager, Alta Consulting) Scott Geddes (Theatre Manager), Rosie Oliver (Programme Office Lead), Alesia Cahill (Executive Support Manager), Maddison Gourlay (Marketing and Communications Advisor), Glencarol Kruger (Executive Assistant Assets & Infrastructure and Land Transport), Jessica Kavanaugh (Democracy Services Lead)

1 Apologies

That the apologies of Temuka Community Board Member Nicola Nimo, Pleasant Point Community Board Member Cale Toomey and Geraldine Community Board Member Jan Finlayson be acknowledged.

2 Identification of Items of Urgent Business

No items of urgent business were received.

3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

5 Confirmation of Minutes

5.1 Minutes of the Projects and Procurement Committee Meeting held on 14 July 2026

Resolution 2026/60

Moved: Clr Stu Piddington
Seconded: Clr Graeme Wilson

That the Minutes of the Projects and Procurement Committee Meeting held on 14 July 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

6 Reports

6.1 Project Fundraising Groups - Verbal Update

The Chairperson introduced the report to provide an opportunity for project fundraising groups to present a brief verbal update to the projects and Procurement Committee on fundraising progress.

Ethan Richardson and Eddie Lee – Friends of the Theatre Royal Subcommittee

Ethan Richardson introduced Eddie Lee, the vice chair of the Friends of the Theatre Royal Subcommittee. It was acknowledged that the Timaru Suburban Lions have an upcoming raffle which is a 50/50 split between fundraising for the Theatre and the Stadium. It was advised that there was a meeting in the Council Chambers with the project's team and Clr Stacey Scott which provided clarification to information that was required by the Theatre Group. However, it is requested that further clarity on the details be provided.

Eddie Lee provided his background in community projects around the country. It was highlighted the importance of providing the right information to the community to be as successful as possible.

Ethan confirmed the Communication Lead has been appointed, working with a Community Lead to set up the first events; the financial system is now set up to receive the funds.

The fundraising target of \$1M was confirmed with the potential of \$2M. It was noted the importance of fundraising during the development of the project. Discussion included the previous submissions to the Council; the key point of contact within the Timaru District Council and how the Timaru District Council and the Friends of the Theatre connect to make this project successful.

Philip Howe - South Canterbury Museum Development Trust

Philip confirmed the trust is engaged in a few projects, and there are two major grant applications underway. It was confirmed the website has been launched, which has the capacity for online donations. It was noted that communication is still a large part of the work via social media and speaking directly to the community and social activity groups. It was confirmed there was a potential opportunity to link the Trust's fundraising drive with the Museum finalising its operations as it works towards a closure on Labour Weekend.

Clarification was sought on what grants are being applied for.

Abbie Ross – Co-Chair Aorangi Stadium Fundraising Group

Abbie advised the current fundraising balance is approximately \$1.43M. Abbie advised the Committee on the narrative for fundraising for the Stadium, which has focused on debt reduction and community ownership. The social media page has approximately 2000 followers, which has proven to be a great communication tool. An upcoming event, "The Stadium Hard Park", which has been organised by local car enthusiasts. The school's challenge is picking up pace with a number of schools contributing, alongside the good coverage in the local newspapers. It is confirmed the

business community is continuing to support the project. There has been an additional \$100k received from Trust Aoraki.

Resolution 2026/61

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the Projects and Procurement Committee receive and note any verbal updates provided by project fundraising groups.

Carried

6.2 Actions Register Update

The Chief Executive spoke to the report to provide the Projects and Procurement Committee with an update on the status of the action requests raised by Councillors at previous Committee meetings.

There was further discussion on the divestment options for the Criterion Hotel and Chinese Garden buildings.

Resolution 2026/62

Moved: Clr Graeme Wilson

Seconded: Clr Peter Burt

That the Projects and Procurement Committee receives and notes the updates to the Actions Register.

Carried

6.3 Theatre Royal and Museum Project Update - July 2026

The General Manager Regulatory Development and Growth and the Project Manager spoke to the report to update the Projects and Procurement Committee as to the status of the Theatre Royal and Museum project in a public forum.

Discussion included the operational plan; it is requested to present the plan to the Projects and Procurement Committee. It was noted this is a working operational plan, with a view to maximising revenue-generating opportunities.

There was also clarification on the procurement of local contractors; it was requested to have a breakdown of what local businesses have received from the project.

Further discussion included the enthusiasm in the community and nationally to secure shows.

Resolution 2026/63

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the Projects and Procurement Committee receive and note the Theatre Royal and Museum Project Update – July 2026 report.

Carried

6.4 Aorangi Stadium Project Update - July 2026

The General Manager Regulatory Development and Growth and the Project Manager spoke to the report to update the Projects and Procurement Committee as to the status of the Aorangi Stadium Project in a public forum

It was confirmed the roof sheeting is now complete, and the third quarter of the floor is being poured. It was also noted there will be an additional 40 seats, with an approximate total of 548 retractable seats. There is additional wall-mounted lighting around the perimeter of the stadium, specifically around the north side. The price for the Glory League cameras has been submitted to South Canterbury Basketball.

Discussion was had on the potential risks at this stage of the project and the current contingency remaining. There was further discussion on the installation of the Glory League camera system requiring a dedicated data system and separate to other cabling.

Resolution 2026/64

Moved: Cllr Stacey Scott

Seconded: Cllr Graeme Wilson

That the Projects and Procurement Committee receive and note the Aorangi Stadium Project Update – July 2026 report.

Carried

6.5 Migration to Civica Altitude Project Status Report - July 2026

The Continuous Improvement Business Partner spoke to the report to provide the Committee with a Project status report on the migration to Civica Altitude project.

It was confirmed that the benefits of Citizen Central will be reviewed and due diligence undertaken. There was also confirmation that there will still be services available for people who are not able to use a digital interface.

Discussion was had on the use of Snap Send Solve by other councils.

Resolution 2026/65

Moved: Cllr Peter Burt

Seconded: Cllr Chris Thomas

That the Projects and Procurement Committee receive and note the Migration to Civica Altitude Project Status Report.

Carried

6.6 Claremont Water Treatment Plant - Monthly Report

The Water Services Principal and Project Manager spoke to the report to update the Projects and Procurement Committee as to the status of the Claremont Water Treatment Plant Upgrade Project in a public forum.

It was confirmed Mason's will be on site next week. Service locates on the pipeline have been completed, progressing the consent requirements, which include archaeological and lizard assessments. The Geotech that had been completed was not able to get the readings; the contractor will take further readings late this week.

It was confirmed a design-build expression of interest was undertaken, and the market came back with options. The Geotech for the preferred option was unfavourable; therefore, the location of a reservoir has been moved depending on the Geotech outcome. Further discussion was had on the dam safety specialist sign-off and potential impacts on the project programme.

It was requested that the Projects and Procurement Committee receive project financials. The variations were discussed along with the solar panel company's offer expiring.

It was requested that this project have a communication strategy to be considered by the Projects and Procurement Committee.

Resolution 2026/66

Moved: Clr Peter Burt

Seconded: Clr Chris Thomas

That the Projects and Procurement Committee receive and note the Claremont Water Treatment Plant Upgrade – Monthly Report.

Carried

7 Consideration of Urgent Business Items

No items of urgent business were received.

8 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

9 Exclusion of the Public

Resolution 2026/67

Moved: Clr Graeme Wilson

Seconded: Clr Stu Piddington

That the public be excluded at 12.35pm from the following parts of the proceedings of this meeting, namely, —

10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 14 July 2026

The general subject of each matter to be considered while the public is 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 this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 14 July 2026 Matters dealt with in these minutes: 10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 9 June 2026 10.2 - Contract 2504 - Maintenance of Traffic Signals, Capark Equipment, Parking Meters and School Signs - Extension of Contract 10.3 - Contract 2663 - Sealed Road Resurfacing Contract Extension 10.4 - Contract 2686 - Seadown Water Trunk Main Upgrade - Stage 2 10.5 - Contract 2756 Claremont Water Treatment Plant Upgrade – Design and Build – Solar Power Options	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 14 July 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 14 July 2026.

Carried

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—

- (a) shall be available to any member of the public who is present; and
- (b) shall form part of the minutes of the local authority.”

10 Public Excluded Reports

10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 14 July 2026

- 10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 9 June 2026**
- 10.2 Contract 2504 - Maintenance of Traffic Signals, Capark Equipment, Parking Meters and School Signs - Extension of Contract**
- 10.3 Contract 2663 - Sealed Road Resurfacing Contract Extension**
- 10.4 Contract 2686 - Seadown Water Trunk Main Upgrade - Stage 2**
- 10.5 Contract 2756 Claremont Water Treatment Plant Upgrade – Design and Build – Solar Power Options**

11 Readmittance of the Public

Resolution 2026/68

Moved: Cllr Stacey Scott

Seconded: Cllr Peter Burt

That the meeting moves out of Closed Meeting into Open Meeting at 12.35pm.

Carried

The meeting closed at 12.36pm.

.....
Cllr Stacey Scott
Chairperson

6 Reports

6.1 Project Fundraising Groups - Verbal Update

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That the Projects and Procurement Committee receive and note any verbal updates provided by project fundraising groups.

Purpose of Report

- 1 The purpose of this report is to provide an opportunity for project fundraising groups to present a brief verbal update to the projects and Procurement Committee on fundraising progress, if they wish.
- 2 This report does not seek any decisions and is for information only.

Assessment of Significance

- 3 This matter is assessed as very low significance, as no decisions, funding approvals, or policy direction are being sought. No community engagement is required.

Discussion

- 4 Project fundraising groups may, at the chairpersons discretion, provide a short verbal update covering matters such as fundraising progress, upcoming activities, or key milestones. Members may ask clarifying questions if appropriate.
- 5 No written material is required as this is a verbal update, and groups are not obligated to present.

Attachments

Nil

6.2 Actions Register Update

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, Acting Chief Executive

Recommendation

That the Projects and Procurement Committee receives and notes the updates to the Actions Register.

Purpose of Report

- 1 The purpose of this report is to provide the Projects and Procurement Committee with an update on the status of the action requests raised by Councillors at previous Committee meetings.

Assessment of Significance

- 2 This matter is assessed to be of low significance under the Council's Significance and Engagement Policy as there is no impact on the service provision, no decision to transfer ownership or control of a strategic asset to or from Council, and no deviation from the Long Term Plan.

Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Projects and Procurement Committee on the progress of each item.
- 4 There are currently five items on the actions register.
- 5 Four items are marked as ongoing.
- 6 No items are marked as complete; to be proposed to be marked as removed at the next meeting.
- 7 One item is marked as removed and will be taken off the list at the next meeting.

Attachments

1. Project and Procurement Committee Actions Required  

Information Requested from Councillors (Projects and Procurement Committee)

Key ■ = Completed, for removal ■ = 60+ Days ■ = 90+ Days ■ = Removed

Information Requested	Monthly Reporting on the progress of divestment options for the current museum building, the Criterion Hotel, and the Chinese Gardens.		
Date Raised:	14 April 2026	Status:	
Issue Owner	Acting General Manager Assets and Infrastructure	Completed Date:	
Background: The Committee requested ongoing monthly reporting on the progress of divestment options for the current museum building, the Criterion Hotel, and the Chinese Gardens until a decision had been made. May 2026 Update: A Public excluded report regarding the options for the Criterion Hotel and Chinese Gardens was presented to the Council meeting on 28 April 2026 for decision. A further paper on museum storage has been planned for the 26 May 2026 Council meeting. 9 June 2026 Projects and Procurement Committee Update: The General Manager Assets and Infrastructure advised that discussions had taken place with potential purchasers, however no formal proposals had been received to date. Additional information is being gathered to inform a future report for storage options, including an assessment of minimum storage requirements by an art gallery and museum storage specialist. The need for engaging a consultant was queried, the General Manager Assets and Infrastructure advising that the assessment had been commissioned at the direction of the Chief Executive. It was requested that the consultant's scope and terms of reference be provided to the Committee. 14 July 2026 Projects and Procurement Committee Update: The Chief Executive advised the Committee that a report will be brought back to the committee in August 2026 03 August 2026 Update: A report on converting these areas into green spaces will be included in the September 2026 meeting agenda.			

Information Requested	Strathallan Corner Project Updates		
Date Raised:	14 April 2026	Status:	In Progress
Issue Owner	General Manager Land Transport	Completed Date:	

#1808477

Background: The Committee requested a summary update on the outstanding items (Installation of the refurbished plaque on the sculpture, fabrication and installation of brackets for the screens, the seating and completion of lighting) until the project was completed.

May 2026 Update: A verbal update will be presented at the Projects and Procurement Committee meeting on 12 May 2026.

12 May 2026 Projects and Procurement Committee Update: The General Manager Assets and Infrastructure advised that the project will be completed by the end of the day with all items closed off. It was also advised that the infrastructure for future works such as shade sails had been installed, however there was no budget for this item. A full close out project will be presented to the Committee in due course. The Chairperson requested this item remain on the actions register until the close out report has been received by the Committee.

14 July 2026 Projects and Procurement Committee Update: The Committee requested some investigation into shade sails at the Strathallan Corner.

03 August 2026 Update: A close-out report is due to go to the September meeting

Information Requested	Aorangi Stadium Lighting Plan		
Date Raised:	09 June 2026	Status:	In Progress
Issue Owner	General Manager Land Transport	Completed Date:	
Background: The Committee requested the development of a broader lighting plan for the stadium site to be presented to Council. Discussion also occurred regarding funding the proposed traffic calming and lighting improvements, with members noting that no budget provision currently exists. The General Manager Land Transport noted that this was unlikely to qualify for New Zealand Transport Agency funding and advised that options, including costs, funding implications, would be investigated and included in the report. July 2026 Update: As part of the Aorangi Stadium Development new external carpark and pedestrian lighting has been allowed for in front of both the new and existing stadium. The cost of this has been incorporated into the approved contract cost and scope of works. An overview of external lighting for the entire Aorangi Park has been undertaken and deficiencies have been identified. This includes the pedestrian link to Mountainview Road and blackspots within the existing carparks. Costs for the necessary improvements will be undertaken and incorporated into the next LTP. Internal roading changes that were outside of the scope of the contract works have been costed at \$200,000.00. An unbudgeted expenditure report will be provided as to how this will be funded. The Morgans Road interface has yet to be designed and costed. 14 July 2026 Projects and Procurement Committee Update: It was requested that the lighting plan be presented to Council for their decision. 03 Aug 2026 Update: Aorangi Stadium Lighting plan will go to the November Council meeting. Needs to be decided if it is LTP or part of unbudgeted?			

#1808477

Information Requested	Citizen Central Update/Demo with Comparison to Snap Send Solve		
Date Raised:	09 June 2026	Status:	Complete
Issue Owner	Chief Information Officer	Completed Date:	30.07.2026
Background: The Mayor requested a future update or demo on the functionality and user experience of Citizen Central, including a comparison with Snap Send Solve. August 2026 Update: this information is included in the Migration to Civica Altitude Project Status August 2026 Report. This action is complete and can be closed.			

Information Requested	Communication Strategy for Claremont Water Treatment Plant		
Date Raised:	11 August 2026	Status:	In Progress
Issue Owner	General Manager Corporate	Completed Date:	
Background: The Chairperson requested that a communication strategy for the Claremont Water Treatment Plant project be considered by the Projects and Procurement Committee. September 2026 Update: A communications and engagement plan is currently being drafted by the communications team, in consultation with the Claremont Water Treatment Plant Upgrade project team. However, some initial engagement and communications activities have already taken place. These have included engagement with iwi, neighbours to the site, and media re: the sod-turning and blessing ceremony held on 2 September.			

#1808477

6.3 Theatre Royal and Museum Project Update - August 2026**Author:** Paul Haggath, Project Director**Authoriser:** Paul Cooper, General Manager Regulatory Development and Growth**Recommendation**

That the Projects and Procurement Committee receive and note the Theatre Royal and Museum Project Update – August 2026 report.

Purpose of Report

- 1 The purpose of this report is to update the Projects and Procurement Committee as to the status of the Theatre Royal and Museum project in a public forum.

Assessment of Significance

- 2 This matter is deemed low significance, when considered against the criteria of Councils Significance and Engagement Policy. The report is providing an information update to the Committee and does not require a decision.

Discussion**Project Status**

- 3 The project remains on budget. The main construction contract suffered a potential delay due to the discovery of unknown asbestos, which halted works in the auditorium and stagehouse for approximately two weeks through this period. The overall project completion date of March 2027 should remain unaffected.
- 4 Works are underway on multiple work fronts, including:

Museum

- Roof structure
- First fix services
- Structural steel framework

Theatre Stagehouse

- Slab complete
- Preparation for structural steel frame

Theatre Back of House (BoH) and plant room

- Precast wall panels completed
- Plumbing first fix

Theatre Front of House (FoH) Hospitality Extensions

- Foundations complete

Theatre Front of House (FoH) Hospitality Extensions

- Birdcage scaffold erected to access ceiling

Critical Risks

- 5 Refer information on the project risk assessment can be found in the Project Director's report (attachment 1) of this report.
- 6 Critical emerging risks are listed below:
 - 6.1 Unknown Conditions within the existing building as work progresses, including unknown asbestos – addressed as and when discovered with rapid responses and solutions.
 - 6.2 Other adjacent planned works in Barnard St and Stafford St – to be scheduled in alongside Theatre and Museum Works to maximise opportunity and mitigate potential clashes and overlaps.
 - 6.3 Global disruption due to the Middle East conflict remains a risk, specifically risks associated with increased fuel prices and potential restrictions to supply and availability. Currently this is not affecting the project.

Budget

- 7 The project remains on budget – refer to detailed Project Director's report for full details.

Decisions Required

- 8 There are no items requiring decision at this time.

Attachments

1. **Project Directors Report August 2026** [↓](#) 



THEATRE ROYAL & MUSEUM



PROJECT STEERING GROUP REPORT #20.

END OF AUGUST 2026

PREPARED BY: PAUL HAGGATH

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EXECUTIVE SUMMARY (DASHBOARD REPORT)



TIMARU DISTRICT COUNCIL

MONTHLY REPORT: PERIOD :

SUBMITTED BY:

DATE:

THEATRE ROYAL AND MUSEUM

Jul-26

Paul Haggath

24-Aug-26

Portfolio	Local Authority
Programme	Property
Project	Timaru Theatre Royal and Museum
High Level Scope	Structural Strengthening and refurbishment of heritage theatre and construction of new museum.

1.1 Programme Update Summary

Status AMBER

Key Achievements this period:
1. Stagehouse underpinning and slab complete
2. BoH precast walls complete, FoH foundations complete
3. Museum structural steel complete, roof purlins installed
4. Museum first floor slab complete
5. Auditorium birdcage scaffold erected to access ceiling

1.2 Health, Safety & Environment:

Status GREEN

1. Concrete pump struck scaffold - no personnel involved, scaffold was checked, remediated and re-certified
2. Subcontractor gave unauthorised access to non-site person to take photographs from EWP - operative reprimanded

Period	Incidents	LTI (LTIFR)	Medical Treatment	Near Misses	Environmental
	1	0	0	1	0
Total	0	0	1	2	0

1.3 Environmental and Heritage

Status GREEN

Key achievements/outcomes
1. Long-term direction still needed re the future of the Criterion Hotel and Chinese Gardens Restaurant remaining buildings - not affecting programme

1.4 Quality

Status GREEN

Key achievements/outcomes
1. No significant quality issues arising this period

1.5 Communications / stakeholder engagement

Status GREEN

Key achievements/outcomes
1. Press release regarding asbestos discovery
2. Meeting held with fundraising group on 29 Jul and a separate User Group meeting held 19 Aug
3. Press invited to partake in site visit - postponed while asbestos safety confirmed, to be rearranged

1.6 Procurement

Status GREEN

Key issues/priorities
1. Procurement status of suppliers 95% appointed - Hawkins are being encouraged to make sure local suppliers and contractors are afforded opportunity to tender for work.
2. Museum Exhibition Fit Out - design is progressing - majority of tenders returned and appointments underway for cabinetry & glass, perpex, AV hardware, AV content.

1.9 Key Risks

Status AMBER

•Unknown conditions e.g. unknown asbestos in walls
•The volume of adjacent TDC planned work in the vicinity needs coordinating to avoid potentially abortive work or rework ion the future.
•Date for new Alpine power connection is later than Hawkins programme - parties working to agree a workable solution.
•Programme risk - overall currently 1 week behind programme. Remainder of project running to schedule.
•Global disruption due to the Middle East conflict is an emerging risk, specifically risks associated with increased fuel prices and potential restrictions.
•A risk emerging from the Middle East conflict is shipping disruptions. The team is reviewing all materials to identify those which will require long distance

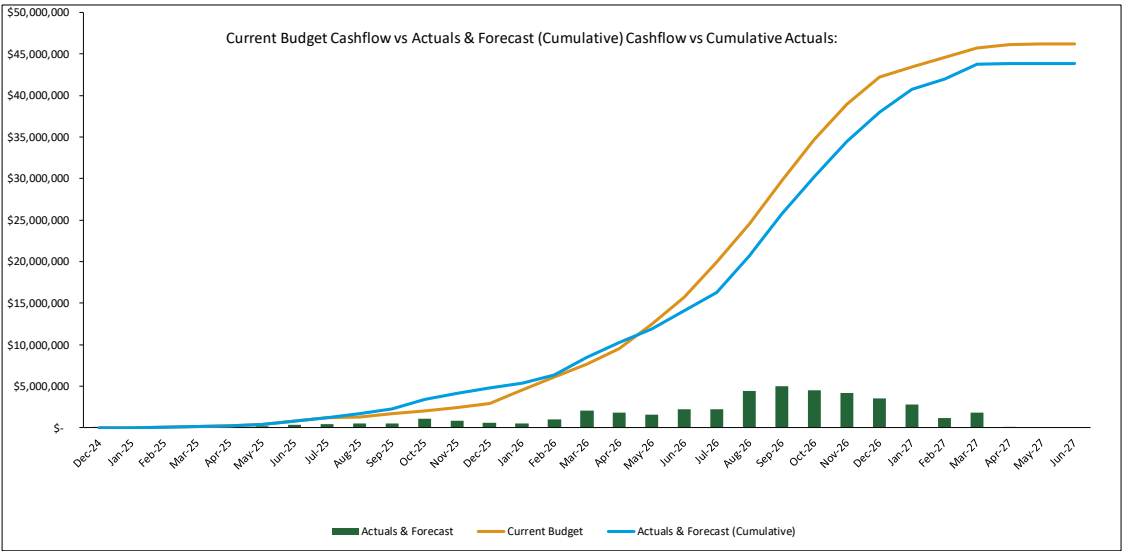
This Reporting Period	November 2025
Project Start Date	1-Dec-24
Portfolio #	Local Authority
Program #	Leisure
Project Name / ID #	Enter Proj Name / ID #
Project Director	Paul Haggath
Project Manager	Mike Murray
Financial Period End (month prior to Reporting Period)	31-Jul-26
Fiscal Period	Q1
Financial Year	2026-2027

1.8 Financial Summary

Status AMBER

1. Project forecast remains on budget - refer finance section of Project Director's Report and QS Cost Report Summary
2. Cumulative expenditure to end Jul 26 shows as \$16,283,513
3. Current forecasts show a contingency of \$2,329,418 - reduced from previous \$2,500,000 to make allowance for the effect of asbestos discovery and remediation, plus delays

Year	2024/25	2025/26	2026/27	2027/28	Total
Current Budget	\$ 770,723	\$ 14,931,466	\$ 30,497,812	\$ -	\$ 46,200,000
Actuals & Forecast	\$ 784,365	\$ 13,301,961	\$ 29,784,256	\$ -	\$ 43,870,582
Remaining Contingency	\$ -	\$ -	\$ -	\$ -	\$ 2,329,418
Expenditure to date	\$ 784,635	\$ 13,301,961	\$ 2,196,917	\$ -	\$ 16,283,513



1.7 Programme Delivery

Status AMBER

Architect Appointment – finalise engagement	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Stagehouse Underpinning	22/06/2026	3/07/2026	100%	0 days
BoH Precast panels	24/06/2026	19/06/2026	100%	-5 days
BoH	14/01/2027	28/01/2027	25%	14 days
FoH	7/12/2026	27/01/2027	20%	51 days
Stage Dock	8/12/2026	26/01/2027	30%	49 days
Stagehouse	18/12/2026	26/01/2027	25%	39 days
Project Completion	28/03/2027	28/03/2027	0%	0 days

ATTACHMENT 1

PROJECT DIRECTOR'S MONTHLY REPORT - AUGUST 2026

HEALTH, SAFETY & ENVIRONMENT

INCIDENTS:

There was one reportable property incident this period, where a reversing concrete pump struck a scaffold. No personnel were involved or injured. Scaffold was checked, remediated and re-certified before allowing its re-use.

Out of hours, a member of the public requested a sub-contractor's operative to take him up in an elevated work platform to take photographs. The EWP was parked outside the site boundary. The operative agreed to do so – this displayed a lack of judgement and was contrary to the safety plan. The operative was reprimanded and the incident reported.

CONTRACT AND PROCUREMENT STATUS

CIVIL WORKS CONTRACT - complete.

MAIN CONTRACT

Works continue on multiple work fronts, including:

THEATRE STAGEHOUSE

- New concrete stage slab complete
- Prep for steel superstructure and stage wing opening

THEATRE BOH AND PLANT ROOM

- Precast walls complete

THEATRE FOH (HOSPITALITY EXTENSIONS)

- Foundations and precasts complete.
- Prep for steel superstructure
- Plumbing first fix complete

THEATRE AUDITORIUM

- Birdcage scaffold erected to access ceiling for repaint

THEATRE SPECIALIST EQUIPMENT

- AV cable installation continuing alongside electrical works
- Stage fly-rig is under fabrication at Stagemark's workshop in Ferrymead, Christchurch
- Chandelier refurbishment complete

MUSEUM

- Structural concrete and steel framework complete
- First floor slab complete
- First fix services underway
- Roof steel purlins installed
- GF exhibition hall black paintout underway

UTILITIES

- New power supply and transformers – Alpine Energy progressing with installation in Barnard Street.
- Discussion ongoing with TDC's LTU and Waters & Drainage team to ensure all other planned works in the vicinity are incorporated and completed within the theatre / museum timeframes.

PROCUREMENT

Refer to Appendix 3 for status of procurement and engagements.

The main contractor continues the process of procuring remaining trades and ensuring opportunities are afforded to locals where possible.

MUSEUM EXHIBITION FIT OUT

Work package tenders are progressing, status as below:

- Cabinetry and Glass – contract confirmed with CustomSpace, Nelson
- Perspex – contract confirmed with Nelson Plastics
- AV Hardware – contract confirmed with Clarity AV, Dunedin
- AV Content – contract confirmed with ClickSuite, Wellington
- Specialist Joinery - tender return extended to 24th July – no tenders received, looking to split into smaller packages
- Electrical Works – contract confirmed with Aotea Electrical, Timaru
- Graphics and Printing – tender released, returns due mid September.

THEATRE MANAGER

Scott Gaddes, new theatre manager, remains fully engaged with the project team and developing operational plans.

DESIGN STATUS REVIEW**THEATRE AND MUSEUM**

Signage design underway, using new logos for Theatre Royal and Te Kura Marumaru South Canterbury Museum.

Design Coordination continuing as issues uncovered – nothing major.

No design issues related to the museum.

LANEWAY

No current issues

MUSEUM EXHIBITION:

The museum team are progressing well with writing and narratives for the new exhibition and artefacts.

CONSENTS AND COMPLIANCE

Resource Consent (main buildings) was granted on 23rd December 2025.

Building Consent BC1 (Civil Works) was granted on 11th Sep 2025

Building Consent BC2 (Theatre + Museum foundations) was granted on 7th January 2026.

Building Consent BC3 (Museum remainder) was granted on 27th February 2026.

TDC Property team is to raise a paper to Council regarding options for retaining, removing or selling both the Criterion Hotel and the adjacent Chinese Gardens Restaurant buildings.

PROGRAMME AND PROGRESS

Overall programme is approximately 2 weeks behind programme in most areas. Formal Extension of Time request has been submitted by the Contractor; discussions ongoing with the Contractor regarding the potential delay effects of asbestos and underpinning – EoT to be formalised by Engineer to Contract when fully assessed.

Alpine works progressing to programme.

KEY MILESTONE DATES ARE SUMMARISED AS BELOW:

Activity	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Stagehouse Underpinning	22 Jun 26	3 July 26	100%	-10 days
Stage slab	6 Jul 26	6 Jul 26	100%	0 days
Auditorium Floor complete	3 Aug 26	14 Aug 26	100%	-9 days
Auditorium Roof Replacement	26 Aug 26	26 Jun 26	100%	+40 days
BoH Precast panels	24 Jun 26	19 Jun 26	100%	+3 days
BoH	14 Jan 2027	28 Jan 2027	25%	-10 days
FoH	7 Dec 2026	27 Jan 2027	20%	-27 days
Stage Dock	8 Dec 2026	26 Jan 2027	30%	-27 days
Stagehouse	18 Dec 2026	26 Jan 2027	25%%	-17 days
Auditorium	30 Oct 2026	4 Nov 2026	50%	-3 days
Museum Precast Panels	29 Apr 26	29 Apr 26	100%	0 days
Museum floor founs and slabs inc U/F heating	26 Jun 26	26 Jun 26	100%	0 days
Museum Steel structure	14 Jul 26	21 Jul 26	100%	-5 days

Museum 1F handover	30 Oct 2026	6 Nov 2026	0%	-5 days
Museum complete	27 Nov 2026	27 Nov 2026	0%	0 days
Laneway	22 Dec 2026	29 Jan 2027	0%	-18 days
Theatre Specialist Fitout commenced	6-Jan-27	6-Jan-27	10%	0 days
Project Completion	28-Mar-27	28-Mar-27	0%	0 days

BUDGET/FINANCIAL REPORTING

BUDGET STATUS

The project remains on budget. Refer to attached QS Cost Report Summary by Rhodes + Associates.

The cost centres for the project are summarised below, with expenditure to date (to end Jun 26, but with allowance for asbestos resolution) and forecast final costs. The direct and time costs of dealing with the discovered asbestos has reduced the contingency from \$2.7m to \$2.5m.

Budget element	Budgeted figure (Jan 2026)	Expended to date	Final Forecast Cost
Approved Budget	\$46,200,000		
Professional fees	\$6,000,000	\$4,857,900	\$6,034,667
Utilities	\$350,000		\$341,816
Construction Costs	\$32,850,000	\$10,009,247	\$33,189,462
Theatre Specialist Equipment	\$2,000,000	\$1,008,735	\$2,020,333
Museum Fit Out	\$1,800,000	\$76,762	\$1,784,596
Consents, Approvals and Insurances	\$350,000	\$334,105	\$334,979
Furniture, Fittings & Equipment	\$150,000	0	\$165,000
Contingency (project unknown / unforeseeable)	\$2,700,000		\$2,329,146,
Forecast Project Total	\$46,200,000	\$16,286,749	\$46,200,000

MBIE FUNDING

Total drawdowns from MBIE funding is now \$11.37m, leaving \$230k to be requested at project completion.

COMMUNICATIONS AND MEDIA

- User Group meeting held 19 August 2026

VARIATIONS

Variations of note to the Main Contract Works include the following:

		Estimated cost impact (\$)
1	Change all lifts to Schindler, due to changes to previous supplier availability	75,000
2	Barnard Street wastewater connection (new downstream connection)	62,000
3	Additional structural underpinning and stabilisation (estimate)	100,000
4	Equitone Cladding Prov Sum	45,000
5	Specialist Joinery Prov Sum	113,500
6	Tender vs Construction issue drawings (adjustment)	110,000
7	Minor variations, clarifications, site adjustments etc (under discussion)	225,000
8	Other inc asbestos	tbc

The overall status of current variations to the main contract is approximately +\$900,000 to date (end Jul 2026) excluding asbestos and EoT effects which are still to be determined. Full variation status register has been provided to the PAPC Chair.

FORECAST / BUDGET OVER-RUNS

Nil at this time. Full financial breakdowns provided to PAPC Chair.

KEY RISKS

A full quantitative risk assessment register is maintained and updated monthly and forms part of the project control documentation. Copy provided to the PAPC Chair for review in line with detailed financial reporting. Key risks are as identified below:

RISK ELEMENT	MITIGATION
CONSTRUCTION / PROJECT RISKS	
Unknown conditions (existing theatre building)	Further asbestos discovery - unlikely
Structural Steel erection	Detailed methodology and management, exclusion zones
Programme risk – delays to underpinning works	Resequencing to remove from critical timeline, safe working methods and solutions to progress as quickly as safely possible
Timing of new power supply	Alpine's planned power connection date is later than the construction programme. Parties working together to agree a workable solution.

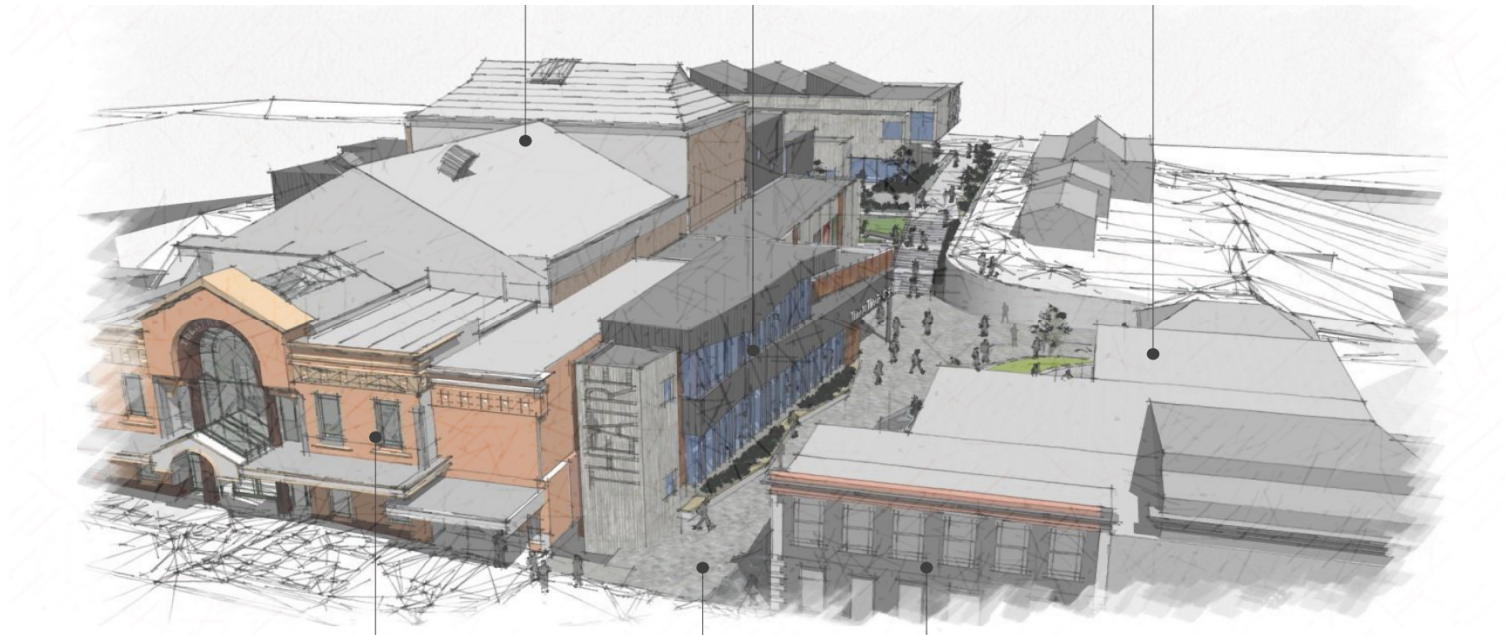
EMERGING RISKS	
Other TDC planned work in the vicinity	There is a volume of adjacent TDC planned work in the vicinity (Barnard St and Stafford St) and while not directly under the remit of this project, coordination is underway to ensure that all works can be done without disruption to each other and to avoid potentially abortive work or rework in the future.
Disruption due to the Middle East conflict – potential fuel rationing	Currently not affecting the project, though this is an emerging risk across the industry. Ongoing discussion with contractors and suppliers to monitor effect.
Disruption due to the Middle East conflict – shipping	Early placement of materials orders, sourcing from eastern hemisphere where possible. Main item is lifts which have been ordered.

PROJECT APPROVALS

Below is a summary of the items requiring approval/confirmation from TDC noted in this report:

- None at this time

ATTACHMENT 2 – QUANTITY SURVEYOR COST REPORT SUMMARY



Theatre Royal and Museum Project
Financial Report 15 Rev: 0
31 July 2026





Theatre Royal and Museum Project
FINANCIAL EXECUTIVE SUMMARY

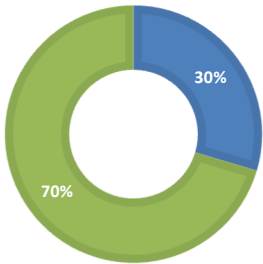
Financial Report 15 Rev: 0
31 July 2026

Ref	Description	Total excluding GST		
		Current Report	Previous Report	Movement
1.1	CONSTRUCTION	37,525,983.85	37,327,787.50	198,196.35
1.2	CLIENT DIRECT COSTS / PROFESSIONAL FEES	6,372,212.50	6,372,212.50	-
1.3	PROJECT CONTINGENCY	2,301,803.65	2,500,000.00 -	198,196.35
1.4	CLIENT APPROVED BUDGET TOTAL	46,200,000.00	46,200,000.00	-

All Values are NZD & Exclude GST

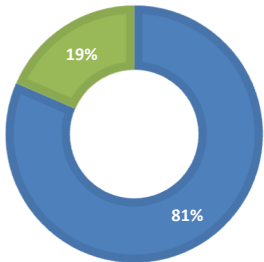
CONSTRUCTION COST

■ Cost to Date ■ Forecast Cost to Complete



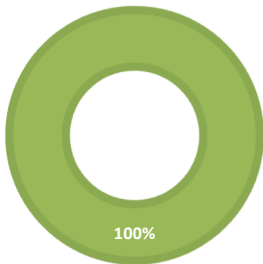
CLIENT DIRECT COSTS / PROFESSIONAL FEES

■ Cost to Date ■ Forecast Cost to Complete



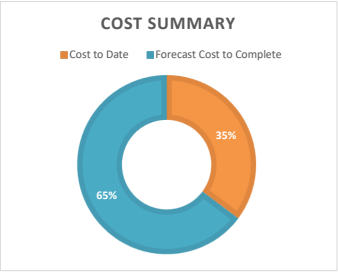
CONTINGENCY STATUS

■ Cost to Date ■ Forecast Cost to Complete



Ref	Description	Total excluding GST																								
1.1	EXECUTIVE SUMMARY The report has been produced to record the financial status of Timaru Theatre Royal and Museum project as at the month end of: July 2026 And to identify any items of risk that may become apparent during the reporting process, which may affect the Forecast Completion Cost.																									
1.2	FINANCIAL STATEMENT <table><tr><td>Approved Construction Budget <u>excluding Contingency</u></td><td>33,033,500.00</td></tr><tr><td>Current Forecast Final Cost</td><td>37,525,983.85</td></tr><tr><td>Provisional Sum Adjustments</td><td>-</td></tr><tr><td>Agreed Contract Sum</td><td>33,620,313.54</td></tr><tr><td>Approved Variations - Demolition</td><td>104,580.94</td></tr><tr><td>Approved Variations - Civils</td><td>386,244.06</td></tr><tr><td>Approved Variations - Main Contract</td><td>517,597.29</td></tr><tr><td>Uncommitted Costs to date</td><td>2,897,248.02</td></tr><tr><td>Client Direct Costs & Professional Fees</td><td>6,372,212.50</td></tr><tr><td>Client Scope Change</td><td>-</td></tr><tr><td>Project Contingency</td><td>2,301,803.65</td></tr><tr><td>Revised Forecast Cost <u>excluding Consultant Fees</u></td><td>46,200,000.00</td></tr></table>		Approved Construction Budget <u>excluding Contingency</u>	33,033,500.00	Current Forecast Final Cost	37,525,983.85	Provisional Sum Adjustments	-	Agreed Contract Sum	33,620,313.54	Approved Variations - Demolition	104,580.94	Approved Variations - Civils	386,244.06	Approved Variations - Main Contract	517,597.29	Uncommitted Costs to date	2,897,248.02	Client Direct Costs & Professional Fees	6,372,212.50	Client Scope Change	-	Project Contingency	2,301,803.65	Revised Forecast Cost <u>excluding Consultant Fees</u>	46,200,000.00
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Revised Forecast Cost <u>excluding Consultant Fees</u>	46,200,000.00																									
1.3	CONTRACT SUM STATUS <table><tr><td>Current Contract Sum</td><td></td></tr><tr><td>Committed Contract Sum - Paul Smith & Hawkins</td><td>33,620,313.54</td></tr><tr><td>Variation Orders to date (Approved)</td><td>1,008,422.29</td></tr><tr><td>Revised Contract Sum</td><td>34,628,735.83</td></tr></table>		Current Contract Sum		Committed Contract Sum - Paul Smith & Hawkins	33,620,313.54	Variation Orders to date (Approved)	1,008,422.29	Revised Contract Sum	34,628,735.83																
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Variation Orders to date (Approved)	1,008,422.29																									
Revised Contract Sum	34,628,735.83																									
1.4	DIRECT COSTS STATUS <table><tr><td>Current Direct Costs / Professional Fees</td><td></td></tr><tr><td>Committed Contract Sum</td><td>4,673,490.95</td></tr><tr><td>Variation Orders to date (Approved)</td><td>1,421,571.97</td></tr><tr><td>Uncommitted Costs to date</td><td>277,149.58</td></tr><tr><td>Revised Contract Sum</td><td>6,372,212.50</td></tr></table>		Current Direct Costs / Professional Fees		Committed Contract Sum	4,673,490.95	Variation Orders to date (Approved)	1,421,571.97	Uncommitted Costs to date	277,149.58	Revised Contract Sum	6,372,212.50														
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Revised Contract Sum	6,372,212.50																									
1.5	CASHFLOW <table><tr><td>Total Payments to date</td><td>Cumulative Approved Value</td><td>Payment to Date</td></tr><tr><td>Contractor Cost to Date</td><td>11,094,744.29</td><td>11,094,744.29</td></tr><tr><td>Client Direct Cost to Date</td><td>5,192,355.49</td><td>5,192,355.49</td></tr><tr><td>TOTAL COST TO DATE</td><td></td><td>16,287,099.78</td></tr></table>		Total Payments to date	Cumulative Approved Value	Payment to Date	Contractor Cost to Date	11,094,744.29	11,094,744.29	Client Direct Cost to Date	5,192,355.49	5,192,355.49	TOTAL COST TO DATE		16,287,099.78												
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Client Direct Cost to Date	5,192,355.49	5,192,355.49																								
TOTAL COST TO DATE		16,287,099.78																								
1.6	COST SUMMARY <table><tr><td>Current Forecast Final Cost</td><td>46,200,000.00</td></tr><tr><td>Forecast Construction Budget Cost to complete</td><td>26,431,239.56</td></tr><tr><td>Forecast Client Direct Budget Cost to complete</td><td>1,179,857.01</td></tr><tr><td>Remaining Contingency Allowance</td><td>2,301,803.65</td></tr><tr><td>TOTAL FORECAST COST TO COMPLETE</td><td>29,912,900.22</td></tr></table>		Current Forecast Final Cost	46,200,000.00	Forecast Construction Budget Cost to complete	26,431,239.56	Forecast Client Direct Budget Cost to complete	1,179,857.01	Remaining Contingency Allowance	2,301,803.65	TOTAL FORECAST COST TO COMPLETE	29,912,900.22														
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Remaining Contingency Allowance	2,301,803.65																									
TOTAL FORECAST COST TO COMPLETE	29,912,900.22																									
1.7	DISCUSSION POINTS 1. Hawkins are progressing with foundations, precast panels, structural steel, roofing, carpentry and first fix services works to Theatre and Museum 2. RA are continuing to assess Variation & Provisional Sum pricing, the majority of the large Provisional Sums have now been agreed and are included within this report 3. Hawkins have submitted a Notice of Potential Delay due to underpinning and asbestos findings within the Auditorium, costs for this are included within this report at an estimated 10 days, plus associated costs for asbestos treatment																									

</



Theatre Royal and Museum Project

Financial Report 15 Rev: 0

2.1 CONSTRUCTION BUDGET - COST TO COMPLETE

31 July 2026

Description	Original Budget	Revised Budget January 2026	Forecast Final Cost	Paid to Date	Cost to Complete
CONSTRUCTION BUDGET - OPTION 1(b)					
1.1 DEMOLITION	583,000.00		284,611.31	284,466.31	145.00
1.2 CIVILS	1,405,975.00		1,334,846.81	1,289,168.75	45,678.06
1.3 THEATRE REFURBISHMENT	17,747,000.00	35,350,000.00	23,479,734.09	6,869,270.91	16,610,463.18
1.4 MUSEUM	8,787,500.00		10,642,195.65	2,575,075.85	8,067,119.80
1.5 MUSEUM EXHIBITION FITOUT	2,610,000.00	1,800,000.00	1,784,596.00	76,762.47	1,707,833.53
1.6 LANDSCAPING	1,900,025.00		-	-	-
1.7 CONSTRUCTION CONTINGENCY			-	-	-
TOTAL CONSTRUCTION SUM	33,033,500.00	37,150,000.00	37,525,983.85	11,094,744.29	26,431,239.56
2.0 Client Direct Costs & Professional Fees	5,466,500.00	6,350,000.00	6,372,212.50	5,192,355.49	1,179,857.01
TOTAL CONSTRUCTION COST	38,500,000.00	43,500,000.00	43,898,196.35	16,287,099.78	27,611,096.57
CONTINGENCY					
4.1 Construction Contingencies - Theatre	5,950,000.00	2,700,000.00	1,026,273.80		1,026,273.80
4.2 Construction Contingencies - Museum	2,750,000.00		1,275,529.85		1,275,529.85
TOTAL CONTINGENCY	8,700,000.00	2,700,000.00	2,301,803.65	-	2,301,803.65
TOTAL EXCLUDING GST	47,200,000.00	46,200,000.00	46,200,000.00	16,287,099.78	29,912,900.22

ATTACHMENT 3 – ARCHITECT DESIGN REPORT

PSG - PROJECTS & PROCUREMENT
COMMITTEE 08



ARCHITECTS REPORT

Project:	Theatre Royal, SC Museum & Laneway	Project No:	02140/T167
To:	Timaru District Council - Projects & Procurement Committee - 08		
Attention:	Paul Haggath	Date:	24/08/2026
From:	NB/DLA Architects in Association - Joshua Newlove		

Item No.	Description	
1.0	Executive Summary Project progress continues to progress across the building site. Museum has progressed with all steel work in-place including roof purlins, upper floor has been poured, and the cross laminated timber stair has been installed. Timber framework is progressing to the lower floor, intumescent paint to the steel work is being completed and acoustic treatment to the exhibition spaces is being installed. Roof installation will begin before the end of the month. Theatre works has progressed with all remaining precast panels installed, all floor beams have now been poured, and concrete slab floors are being poured progressively. FOH toilet framing is underway, with HVAC ducting also installed, Control room has been stripped and awaiting fire rating to the walls to be installed, temporary walkways in the auditorium ceiling have been installed to allow for permanent walkways and ducting in this area to be installed. The Auditorium now has a scaffolding birdcage installed to enable painting. Stage house floor now complete. Key coordination items this past month include auditorium asbestos mitigation, laneway ramps and stairs/plant platform coordination. No new formal design approvals are requested from PSG at this stage. PSG should note that the asbestos plaster walls remain an active risk being managed by Team, Hawkins and the consultant team.	
2.0	Design Progress, Since last PSG Documentation / Site Progress - Museum: Museum works continue to progress with the entire building exterior now scaffolded to allow for infill timber frame to walls etc All steelwork for the museum is now in place including roof purlins. Roof install begins this week. Upper concrete slab floor has been poured. Lower floor intumescent paint is being applied to steel work, acoustic treatment and timber frame work being installed in the lower exhibitions and storeroom areas, framing for toilets and education space imminent. The Cross laminated stair (main stair) has been installed. HVAC to plant room has been completed and HVAC ducting is onsite waiting installation to the lower exhibition.	

NB Architects limited
e: admin@nbarchitects.co.nz
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22 chapel street, timaru 7910

DLA Architects limited
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w: dla.co.nz t: +64 3 683 1300
49 george street, po box 313, timaru 7910

	Stage House: Stage house now has its concrete slab floor complete and is working towards the main opening in the wing wall to be made. Auditorium: Much of the auditorium building timber works is nearing completion with finishing works beginning, a scaffolding birdcage has been installed to allow for painting of the ceiling and progressively work down. Asbestos mitigation has been at the forefront in this space; we have provided work arounds to limit penetrations to the auditorium walls and have looked at installed adhesive fixed Autex to the auditorium walls to encapsulate the wall plaster from damage etc to the asbestos containing plaster. This work is progressing well and should provide a robust solution to mitigate the asbestos plaster. Back of House: All precast panels for the back of house have been installed with the final lift panels installed this past week, plant room slab has been poured, all floor beams have been poured, the backfill behind precast panels has mostly been completed. Much of the BOH has now been built up to underside of slab so expect more floors to be installed in the coming weeks along with first floor of BOH. Front of House / Stafford Street Facade / Roofing: FOH panels have now been installed with many of the extension floor beams installed and ground level built up to under slab level. Plumbing and drainage being installed. Timber frames are being installed for the toilet areas and much of the first fix electrical has been completed in existing spaces, along with fire sprinklers and HVAC ducting etc. Shop Drawings / Coordination: Architectural and consultant teams continue to review and respond to shop drawings and site coordination items.	
3.0	Design Coordination Design coordination remains ongoing between NB/DLA, Hawkins, Team Project Management and the wider consultant team. Key coordination items for the period include the asbestos mitigation, Laneway panels ramps and plant pad etc. Signage is currently with supplier for final design. The design team continues to respond to RFIs, shop drawings and site queries as required to support the construction programme.	
4.0	Key Issues / Risks - Programme: Continued reliance on timely resolution of site coordination items, consultant responses and access to areas affected by testing or temporary restrictions. - Asbestos: asbestos was verified, much of the impact of this has been mitigated. And solution to encapsulate with Autex to provide a robust solution. - Water ingress / drainage South Alley: waterproofing complete, now final footpath reinstatement remains - Existing conditions: still unknown areas in the stage house, unknowns are becoming less and less as we move through the project. Overall risks remain typical for this stage of a complex heritage and redevelopment project;	
5.0	Client input / PSG Actions Required No new formal PSG design approvals are requested at this stage.	

6.0	Design Visuals & Updates No updated visuals.	
7.0	Next Steps - Continue with site observation and provide Consultant Advice Notes where necessary. - Continue to receive, review and return shop drawings and RFIs.	
Appendices	Appendices - Photo Records for August - selected photos for this report, issued as separate appendix.	

PSG - PROJECTS & PROCUREMENT
COMMITTEEARCHITECTS REPORT
PHOTO APPENDIX

Project:	Theatre Royal, SC Museum & Laneway	Project No:	02140/T167
To:	Timaru District Council - Projects & Procurement Committee - 08		
Attention:	Paul Haggath	Date:	24/08/2026
From:	NB/DLA Architects in Association - Joshua Newlove		

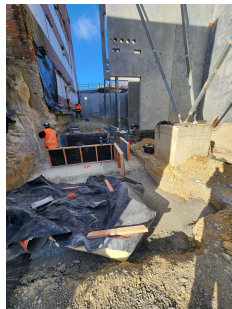
Photo Records



20260804_101251 - Museum Upper slab mesh



20260804_101801 - External groundworks and backfill



20260804_102158 - Back of House / lift pit prep

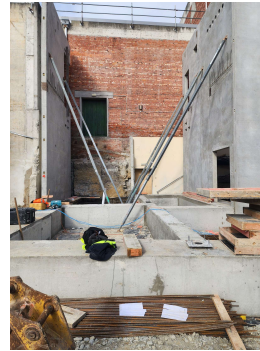


20260811_112859 - FOH first floor remediation

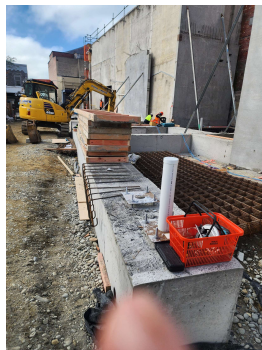
Photo Records



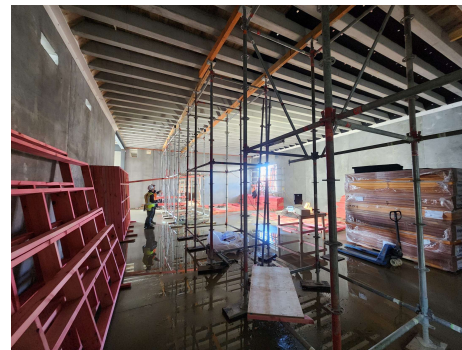
20260811_120634 – FOH lift pit.



20260811_120728 – FOH extension precast install.



20260811_120812 – FOH extension foundation beams.



20260811_121843 - Museum internal propping for slab pour

Photo Records



20260814_112010 - Auditorium ceiling bird cage install



20260818_114938 - Museum Storeroom framing



20260818_114940 - museum Storeroom framing



20260818_115018 - Museum Lower Exhibition

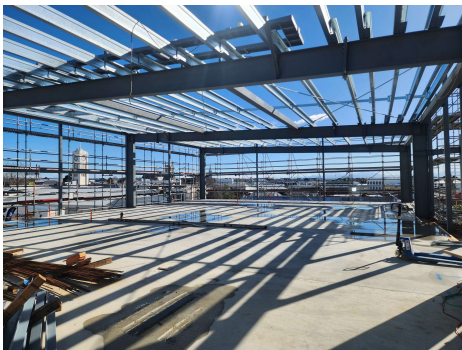
Photo Records



20260818_115020 – Museum Lower Exhibition



20260818_115201 - Museum Stairway steel

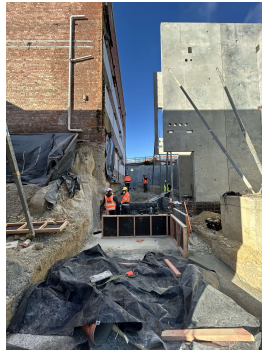


20260818_115347 - Museum Upper floor slab & purlin install



IMG_1932 – Museum Upper Floor Slab Prep

Photo Records



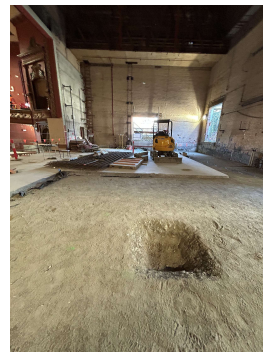
IMG_1950 – BOH Lift pit



IMG_1952 – FOH Foundation beams



IMG_1960 – Orchestra Pit Framing.



IMG_1962 - Stagehouse slab and floor preparation.

Photo Records



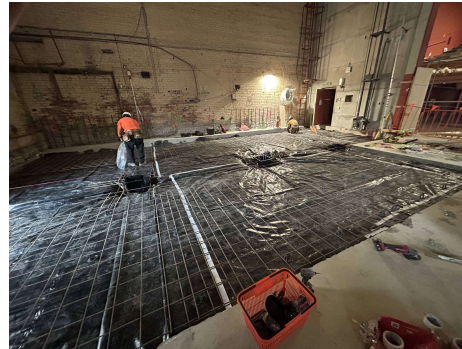
IMG_2008 – Backfilling precast



IMG_2009 – BOH Slab Prep



IMG_2023 - Auditorium scaffold

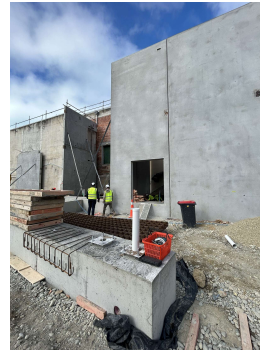


IMG_2028 - Stage house slab reinforcement and floor preparation.

Photo Records



IMG_2044 – Control Room ready for fire rating



IMG_2049 – FOH Extensions



IMG_2061 – Plant Room Slab Prep

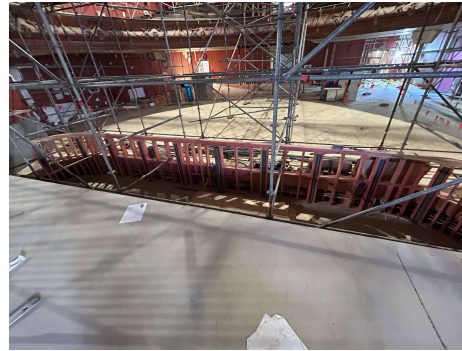


IMG_2081 – Boh works

Photo Records



IMG_2087 - Auditorium scaffold



IMG_2091 - Orchestra pit



IMG_2094 - Firerating to underside floor



IMG_2095 - FOH Lift pit

ATTACHMENT 4 – PROCUREMENT STATUS

The following consultants and suppliers have been fully engaged to date.

Architectural Design	NBA Architects	Timaru
Architectural Design	DLA Architects	Timaru
Structural Design	Structex	Timaru
Fire Engineering	WSP	Timaru / South Island
Civil Design	Maven	Timaru
Services Design	Stantec	Christchurch
Project Management	Team Projects	Christchurch
Quantity Surveyor	Rhodes + Associates	Christchurch
Geotechnical	ENGEO	Christchurch
Planning / Traffic Engineering	Avanzar	Christchurch
Audio Visual / Theatre Lighting	Clarity / Vibrant	Dunedin / Timaru
Stage rig	Stagemark	Christchurch
Stage curtains	John Herber Ltd	Kaipoi
Main Contractor	Hawkins Ltd	Christchurch

The following contractors, subcontractors and suppliers have been engaged to date for construction of the project.

Demolition Excavation and Civils	Paul Smith Earthmoving	Timaru
Scaffold & Propping Interspan	Geeves	Timaru
Concrete Work (Including Substructure)	Vantis	Timaru
Electrical	Aotea Electric	Timaru
Plumbing and Gas	Foleys	Timaru
Security	Allied Alarms	Timaru
Masonry	Mainland Brick & Block	Timaru
Painting & Wall finishes	Ranger	Timaru
Fixtures and Fittings - Wallpaper Curtain, Upholstery	Petronellas Interiors	Timaru
Siteworks & Landscaping	Paul Smith Earthmoving	Timaru
Metalwork - Humphris	Humphris	Timaru
Misc Cranage	360 cranes	Timaru
Misc onsite metalwork	Dan Cosgrove	Timaru

Misc Plant Hire	Hirepool	Timaru
Misc Materials	Mitre 10 / Placemakers	Timaru
Misc Fixings	Blacks / Konnect	Timaru
Water Proof Membrane	H2Off	
Concrete - Reinforcing	Reofab	
Concrete - Precast Panels and stairs	Lanyon & Lecompte	
Concrete - Sealants & Drypacking (steel)	Consol	
Structural steel Work	VIP Steel	
Structural steel - Intumescent coatings	VIP Protective Coatings	
Suspended Slabs - Rib & Infill supply	Quality Precast	
Suspended Slabs - Comfloor	Steel & Tube / Comfloor	
Mechanical services	David Browne Contractors	
Fire protection	South Pacific Fire Protection	Dunedin
Passive Fire	Passive Fire NZ	
Communication/Data	NZ Data	
Lifts	Schindler	
Seismic Joints	Seismic Guys	
Carpentry Labour & Materials	Hawkins / Livefirm	
Carpentry Materials - CLT	Redstag	
Insulation	Control Insulation	
Metal Wall and Roof Cladding	SWP	
Roofing - Access System	Monkey Toe	
Equitone Cladding	Façade Plus	
Stairs and Balustrades	Canterbury Balustrade	
Metalwork (incl accessways and plant decks)	Monkey Toe	
Metal windows & doors	Nebulite	
Metal windows & doors - Roller door	Glideaway	
Joinery - Main & Specialist	JB Joinery	
Joinery - Roller shutter	Xpanda	
Joinery - Timber door supply	Restruct	
Glazing	Metro Performance	

Wall Finishes - Partitions	Duraplan	
Ceilings, Aluminium Partitions	AEON	
Hardware	James Bull Locksmiths	
Tiling	MetroFloor	
Floors	Hills Commercial Floors	
Hardwood floors	Hardwood Technology	
Fixtures and Fittings - Auditorium Seating	Alloyfold	
Paving - Waitohu	Waitohu	
Landscaping - Evergreen	Evergreen	
Roof Demolition	Scope Demolition	

The following contractors, subcontractors and suppliers have been engaged to date in relation to the Museum Fit Out.

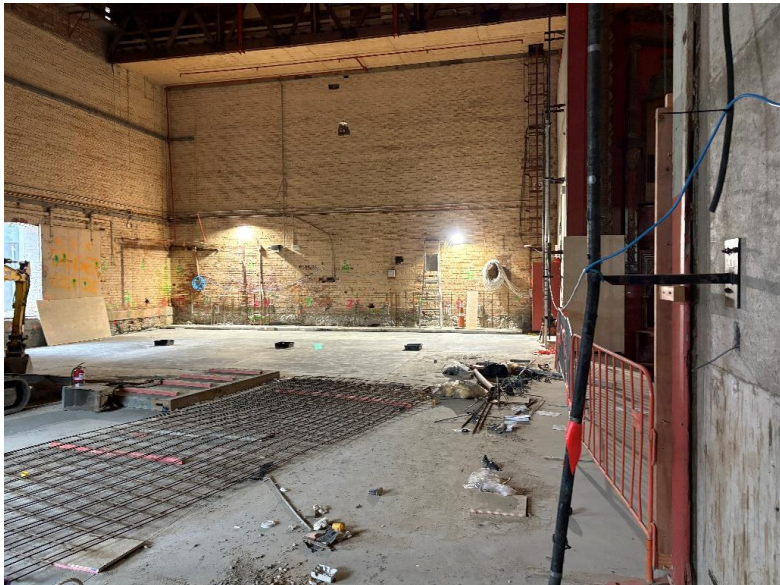
Museum Design	Exhibition Design & Build Consultancy	Nelson
Museum Exhibition Display Cases and Cabinetry	The Custom Space	Nelson
Display Case Perspex	Nelson Plastics	Nelson
Electrical	Aotea Electrical, Timaru	Timaru
AV Hardware	Clarity	Dunedin
AV Content	ClickSuite	Wellington

ATTACHMENT 5 – PROGRESS PHOTOGRAPHS

THEATRE



Birdcage Scaffold in Auditorium



Stagehouse Concrete Slab



Theatre BOH & Plantroom Precast Walls

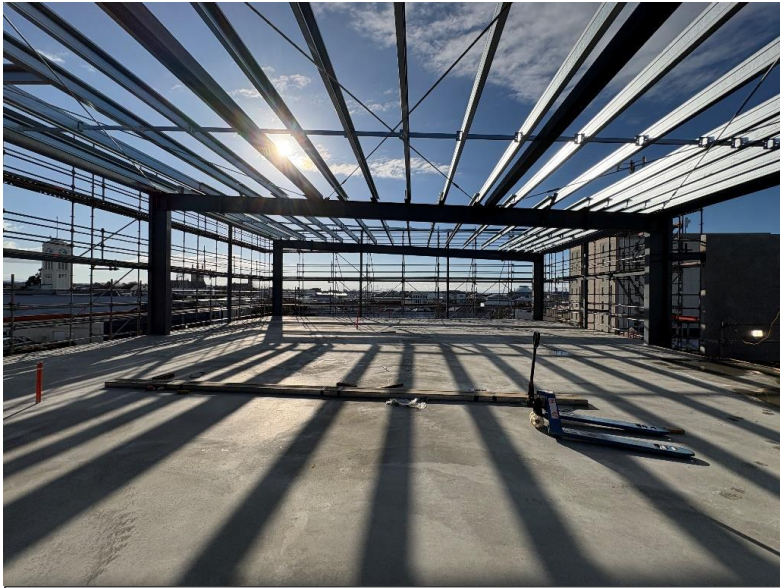


Chandelier Refurbishment

MUSEUM



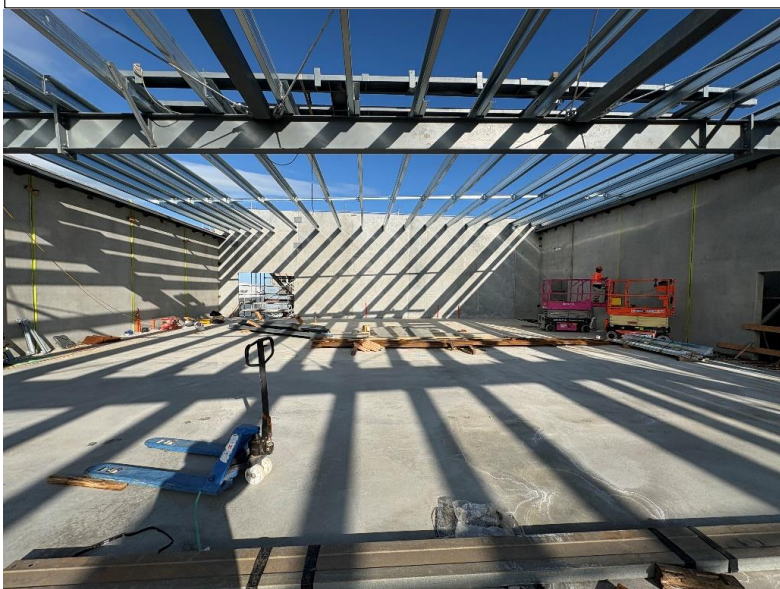
Structural Concrete



Roof Steel Purlins



Steel Framework



First Floor Concrete Slab



CLT Stair Supporting Steel



GF Exhibition Hall Black Paint-out

6.4 Aorangi Stadium Project Update - August 2026

Author: Paul Haggath, Project Director

Authoriser: Paul Cooper, General Manager Regulatory Development and Growth

Recommendation

That the Projects and Procurement Committee:

1. Receive and note the Aorangi Stadium Project Update – August 2026 report; and
2. Approves/Declines option 3 for the change request CR009 upgrade of portable adjustable netball hoops to Perennial Hoops.

Purpose of Report

- 1 The purpose of this report is to update the Projects and Procurement Committee as to the status of the Aorangi Stadium Project in a public forum and to seek direction on the change request raised by Netball South Canterbury.

Assessment of Significance

- 2 This matter is deemed low significance, when considered against the criteria of Councils Significance and Engagement Policy. The report is providing an update to the Committee and the decision sought is within the delegated authority of the Committee.

Discussion

- 3 Further information on the project status can be found in the Project Director's report (attachment 1) of this report.
- 4 The project remains on target, both in programme and budget terms.
- 5 Works are underway on multiple work fronts, including:
 - 5.1 Main Stadium:
 - Roof sheeting and structure complete
 - Concrete slab complete
 - 5.2 Link Building
 - Structure complete
 - First-fix services complete
 - Gib-lining commenced
- 6 A change request has been raised by Netball South Canterbury (NSC) seeking to upgrade the proposed portable adjustable netball hoops to be used in Junior Play.
- 7 On 25 June 2026 Change Request CR007 requested additional floor sockets to 8 court centrelines at approximately 20m from the outer baselines to provide "short courts" to accommodate Junior Netball.

- 8 Following investigation, it was determined his request was not able to be accommodated as foundation beams were already cast on centrelines and drilling/installing additional sockets would require significant rework and would breach the foundation reinforcing steel.
- 9 As an alternative, the project team proposed to provide eight “Silver Fern” Portable Adjustable hoops for Junior Play.
- 10 Following consultation with NSC have submitted an alternative Change Request CR009 for Perennial Portable Adjustable Netball goals following feedback received from other users raising concerns of the quality of the proposed Silver Fern hoops.
- 11 Based on August 2026 pricing, the extra/over cost of the NSC requested upgrades is \$8,560 to a total of \$10,000.
- 12 This change request decision has been referred to the Projects and Procurement Committee for decision.
- 13 The Project Director has no preferred option. The full change request CR0009 can be found in the Project Director’s report.

Options and Preferred Option

- 14 Option 1: Do not approve the provision of portable adjustable netball hoops
- 15 Option 2: Approve the proposed eight Silver Fern adjustable portable netball hoops at a cost of \$1,440 (\$180 each x 8)
- 16 Option 3: Approve Netball South Canterbury request to upgrade to Perennial portable adjustable netball hoops at a cost of \$10,000 (\$1,250 each x 8).

Consultation

- 17 No consultation required.

Relevant Legislation, Council Policy and Plans

- 18 Timaru District Council Significance and Engagement Policy

Financial and Funding Implications

Amount Requested: \$10,000

Capital Expenditure: \$10,000

Funding Source: To be funded via the project contingency.

Other Considerations

- 19 There are no further considerations.

Attachments

1. **Project Directors Report - August 2026**  



AORANGI STADIUM REDEVELOPMENT



PROJECT STEERING GROUP

REPORT #20

END OF AUGUST 2026

PREPARED BY PAUL HAGGATH – TEAM PROJECTS ADVISORY

CONTENTS

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PROJECT DIRECTOR'S MONTHLY REPORT – AUGUST 26	4
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2. CONTRACTS AND PROCUREMENT STATUS	5
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EXECUTIVE SUMMARY



PROJECT: AORANGI STADIUM REDEVELOPMENT
MONTHLY REPORT: PERIOD: Jul-26
SUBMITTED BY: Paul Haggath
DATE: 24-Aug-26

Portfolio	Local Authority
Programme	Property
Project	Aorangi Stadium Redevlopment
High Level Scope	Structural Strengthening of Existing Stadium and Construction of a new 8 Court Hall

1.1 Programme Update Summary Status GREEN

Key achievements/outcomes since the previous report
1. Main stadium floor slab complete
2. Link building structure complete, gib lining commenced
4. First fix services underway

1.2 Health, Safety & Environment: Status GREEN

1. One First Aid injury, trip resulting in injured knee
2. One spillage due to failed hydraulic pipe - contained and remediated

	Incidents	LTI (LTIFR)	Medical Treatment	Near Misses	Environmental
Period	0	0	1	0	0
Total	4	0	4	0	0

1.3 Consents and Compliance Status GREEN

1. All consents now in place
2. CPU in place to allow public use of existing stadium during construction
3. Resoure consent conditionsa being checked re external signage

1.4 Progress / Design Statius Status GREEN

1. Internal and external signage to be finalised
2. Change request raised by Netball South Canterbury for upgrade to portable netball posts
3. TDC considering reconfiguration of car park and access route in front of stadium - details to be finalised

1.5 Communications / stakeholder engagement Status GREEN

1. Rachel Leitch of Comms team leading project comms and media releases
2. Media opportunity taken for last floor slab

1.6 Procurement Status GREEN

1. All long lead items are now in NZ
2. Retractable Seating - order placed
3. Replacement Gym equipment will be purchased through existing Capex funding - orders to be placed over next quarter by M Wrigley

1.7 Programme Delivery Status GREEN

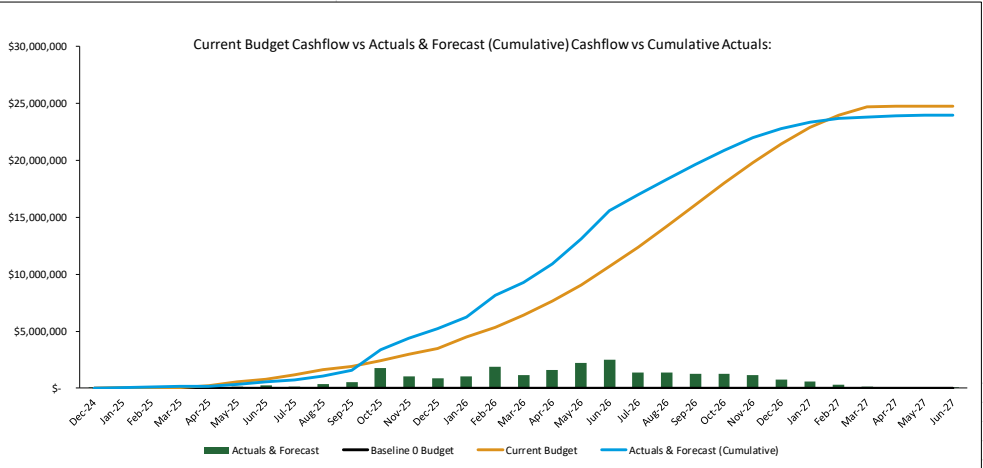
Revised Concept Design and Price	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Revised Concept Design and Price	4 April 2025	30 April 2025	100%	26 days
Contract Agreed and fully executed	30 April 2025	6 May 2025	100%	6 days
Hockey Clubrooms strengthening	31 May 2025	30 September 2025	100%	122 days
Detailed Design	31 July 2025	18 October 2025	100%	79 days
Building Consent 1- Existing Stadium	31 August 2025	30 September 2025	100%	30 days
Building Consent 2 - Civil Works	31 August 2025	30 September 2025	100%	30 days
Building Consent 3 - New Stadium and Link	31 October 2025	31 October 2025	100%	0 days
Civil / Advance Works	31 August 2025	7 August 2025	100%	-24 days
Construction				
Existing stadium seismic strengthening & upgrade	19 December 2025	9 January 2026	100%	-60 days
New Stadium site prep and groundworks	31 March 2026	30 January 2026	100%	19 days
New Stadium construction	31 March 2027	19 April 2027	70%	19 days
Link Building	31 March 2027	4 March 2027	70%	-27 days
Fit Out	31 March 2027	19 April 2027	0%	19 days
Project Completion	31 March 2027	19 April 2027	0%	19 days

This Reporting Period	October 2025
Project Start Date	1-Dec-24
Portfolio #	Local Authority
Program #	Leisure
Project Name / ID #	Aorngi Stadium Redevelopment
Project Director	Paul Haggath
Project Manager	David Hooke / Casey Campbell
Financial Period End (month prior to Reporting Period)	31-Jul-26
Fiscal Period	Q1
Financial Year	2026-2027

1.8 Financial Summary Status GREEN

1. Project remains on budget - Refer to Rawlinsons Cost Report Summary
2. Overall contingency remains stable and robust at \$805k.

Cashflow Forecast:					
Year	2024/25	2025/26	2026/27	2027/28	Total
Current Budget	\$ 762,654	\$ 9,899,036	\$ 14,105,647	\$ -	\$ 24,767,337
Actuals & Forecast	\$ 554,024	\$ 15,038,725	\$ 8,383,760	\$ -	\$ 23,976,509
Remaining Contingency					\$ (790,828)
Planned Expenditure to Date (Baseline)	Actual Expenditure to Date (Cashflow)		Variance		
\$ 17,280,579	\$ 16,962,151		\$ (318,428)		
Planned Expenditure (Period)	Actual Expenditure (period)		Variance		
\$ 1,517,666	\$ 1,369,402		\$ (148,264)		



1.9 Programme Completion Status GREEN

Late Milestones	Baseline Finish	Forecast/Actual Finish	Variance
Up Next	Baseline Finish	Forecast/Actual Finish	Variance
New Stadium construction	31-Mar-27	19-Apr-27	19 days
Link Building	31-Mar-27	4-Mar-27	-27 days

ATTACHMENT 1

PROJECT DIRECTOR'S MONTHLY REPORT – AUGUST 26

1. HEALTH, SAFETY & ENVIRONMENT

There was one first aid injury this period where an operative tripped over concrete-placing equipment causing a knee injury.

There was one equipment-related incident whereby a failed hydraulic hose led to an oil spill on the new floor slab. A spill kit was deployed and the spill contained and rectified.

Overall health and safety, and site tidiness remain very good.

2. CONTRACTS AND PROCUREMENT STATUS

Main Stadium:

- Roof sheeting complete
- Precast walls, external wall framing and cladding complete
- Concrete Floor slab complete.

Link Building:

- Internal studwall partitions complete
- First-fix services underway
- Floor slabs concreted and polished
- Pre-line inspection done and gib lining commenced.

Procurement:

- All long-lead items including drop curtains and scoreboards / shot-clocks have now arrived and are in storage in TEL workshops.
- Final design and pricing have been progressed for retractable seats. Final layouts give 592 seats in total, in bench seat style (rather than seat with a back).
Order has been placed – expected delivery time is 12-16 weeks. Seats being procured through annual capex budget, to replace existing units which are dated and present a H&S issue.

3. CONSENTS & COMPLIANCE

No change from previous reporting period.

Building Consents all fully in place.

CPU is in place for ongoing public use of the existing stadium facility during the remaining construction works.

Resource consent and planning conditions being reviewed to confirm any restrictions on external and naming signage.

4. DESIGN ISSUES

Current design issues and considerations are as outlined below:

1. Pre-line inspection identified some minor design change requirements, including additional power outlets to the function room, and floor trunking to be installed to the gymnasium to provide for future flexibility of cardio machine layouts,
2. LTU has designed a reconfiguration of the car park and area in front of the stadium including new raised pedestrian crossings linking the stadium with the eastern hockey turf. TEL are currently pricing the additional works. LTU / Parks to confirm funding source for these works.
3. LTU are separately progressing additional lighting to car parks and a reconfiguration of the Morgan Street southern entrance. Timing and funding tbc.
4. Project Director has recommended the provision of a solid plywood band above precast walls to protect inner lining of cladding, and to provide a solid continuous substrate for sponsorship signage. TEL providing a cost for these works.
5. Community Wall and Sponsor Signage in reception – rather than fixing directly to the precast wall units, the Project Director has recommended the installation of purpose-designed large signage panels to which signage can be fixed. Costs have been requested from TEL.
6. Netball South Canterbury has requested an upgrade of the proffered junior portable adjustable netball goals. Change Request Form CR 009 submitted to PAPC for their consideration.

5. PROGRAMME & CONSTRUCTION

Completion of the Link Building is anticipated to be 4th March 2027.

Contractual Completion of all works is scheduled to be 19th April 2027, which reflects the weather-related extension of time granted to date, however it remains the target of the project team to pull this forward to the original completion date of 2nd April 2027.

Key dates are as below:

1.7 Programme Delivery		Status GREEN		
Revised Concept Design and Price	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Revised Concept Design and Price	4 April 2025	30 April 2025	100%	26 days
Contract Agreed and fully executed	30 April 2025	6 May 2025	100%	6 days
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Link Building	31 March 2027	4 March 2027	70%	19 days
Fit Out	31 March 2027	19 April 2027	0%	0 days
Project Completion	31 March 2027	19 April 2027	0%	0 days

6. BUDGET / FINANCIAL REPORTING

The project remains on budget. Refer to attached QS Cost Report Summary by Rawlinson.

The cost centres for the project are summarised below, with expenditure to date (to end Apr 26) and forecast final costs.

Budget remains healthy with contingency remaining \$791,149.

Budget element	Budgeted figure	Expended to date	Final Forecast Cost	Variance to budget
Approved Budget	\$24,767,659			
Professional fees inc TDC internal costs	\$728,445	\$383,654	\$671,407	(\$57,038)
Insurance, Consents and internal TDC consent processing costs	\$50,000	\$140,525	\$155,525	\$90,525
Construction Costs	\$22,694,337	\$16,192,711	\$22,835,408	\$141,071
Advance works and Utilities	\$319,555	\$250,563	\$314,170	(\$5,385)
Contingency (project unknown / unforeseeable)	\$975,322		\$791,149	
Forecast Project Total	\$24,767,659	\$16,967,454	\$24,767,659	

FORECAST / BUDGET OVER-RUNS

Nil at this time . Full financial breakdowns provided to PAPC Chair.

VARIATIONS

Variations of note include the following (refer to QS report for further details):

Defective welding discovered within existing stadium – required remediation	\$107,500
Change of roof material for longevity and lower maintenance costs	\$77,000
Remediation of non-conformant sprinklers and emergency lighting in existing stadium	\$13,000
Power and data floorboxes for scorers / umpires (scope omission)	\$36,000
Additional netball posts and pads	\$13,296

PENDING VARIATIONS

Additional 4 courts for volleyball –thickened concrete for futureproofing	instructed
Function suite Dividing wall	declined
8 courts marked for junior netball – marking and floor sockets	declined
Cameras and wiring for Glory League Basketball (externally funded)	pending
Reconfiguration to traffic and traffic calming in front of stadium (LTU funded)	pending
Wall protection options (ply)	Under pricing
8 no. portable junior netball hoops - upgrade	pending

7. COMMUNICATIONS AND MEDIA

TDC website is now active and kept up to date to keep the community informed of progress.

Media opportunity taken for last slab concrete pour with Mayor Bowen pictured on site.

8. KEY RISKS

A full quantitative risk assessment register is maintained and updated monthly and forms part of the project control documentation. Copy provided to the PAPC Chair for review in line with detailed financial reporting.

RISK ELEMENT	MITIGATION
CONSTRUCTION / PROJECT RISKS	
Floor installation – large expanse to be laid	Good quality control needed, regular inspection by supplier
Separation of public and facility users	Additional footpath has been installed between north car park and existing stadium to assist pedestrian movement between the two.
Scope Creep - Requested changes from users	Requested changes from users will become more difficult and expensive to accommodate as time progresses. Change Request process is in place for any requested changes
Long-term pedestrian and user safety	Traffic calming and additional pedestrian crossings in front of stadium. Additionally, improvements to Morgans Road roundabout are being considered.
EMERGING RISKS	
Disruption due to the Middle East conflict – potential fuel rationing	Currently not affecting the project, though this is an emerging risk across the industry. Ongoing discussion with contractors and suppliers to monitor effect.

9. PROJECT APPROVALS REQUIRED

1. Direction required on portable netball hoop upgrade

ATTACHMENT 2 : QUANTITY SURVEYOR'S COST REPORT

Aorangi Stadium Redevelopment



Financial Report

20/08/2026



Financial Report 16

Executive Summary

20 August 2026



Summary

The Aorangi Park Stadium Redevelopment Project in Timaru, is a design and build contract with Thompsons Engineering Limited. The project is underway on site. Contract due date for completion for SP1 is 9 January 2026 and for SP2 it has been revised to 19 April 2027 (EoT granted for weather delays).



Discussion Points

Movement:

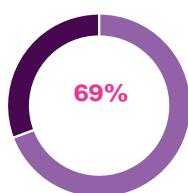
Construction Variations:

- CI#087 - VPR Data Points \$17,422.22
- CI#095 - Extend external lighting \$4,930.04

	Budget	Current Report	Previous Report	= Movement
	Construction Contract Price [a]	22,694,337	22,694,337	-
	Client Direct Costs [b]	1,073,000	1,073,000	-
	Project Contingency [c]	1,000,322	1,000,322	-
	Client Approved Budget	24,767,659	24,767,659	-
	Construction and Direct Costs			
	Construction and Direct Costs [a+b]	23,767,337	23,767,337	-
	Variations & Risk Items			
	Variance to Contract Price (Variations)	165,294	142,942	22,352
	Risks & Opportunities	-	-	-
	Variance to Direct Costs	66,188	66,188	-
	Contingency			
	Projected Remaining Contingency (77%)	768,840	791,192	(22,352)
	Estimated Final Cost [d]	24,767,659	24,767,659	-
	Projected Variance to Contract Price	-	-	-
	Programme			
	Valued to Date - Construction	16,392,711	15,042,795	1,349,917
	Valued to Date - Direct Costs	774,472	757,887	16,585
	Subtotal [e]	17,167,184	15,800,682	1,366,502
	Estimated Cost to Complete [d-e]	7,600,475	8,966,977	(1,366,502)

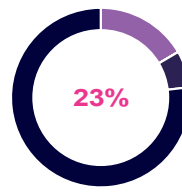
All values are NZD & exclude GST

Project Costs



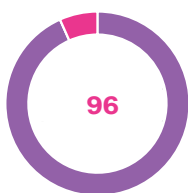
■ Valued to Date - Construction ■ Estimated Cost to Complete

Contingency Commitment Status



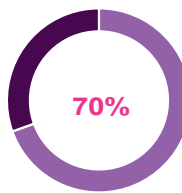
■ Contract Instructions (CI's): 17% ■ Anticipated CI's: 0%
 ■ Risks & Opportunities: 0% ■ Direct Costs: 7%
 ■ Remaining Contingency: 77%

CI's Issued



■ Type A (67) ■ Type B (18) ■ Type C (11) ■ Total (96)

Project Programme Status (Weeks)



■ Duration Expired (73) ■ Remaining Duration (32)

Financial Report 16		Detailed Cost Summary			19 August 2026	
PROJECT / STAGE						
Project: Aorangi Stadium Redevelopment						
Phase:						
DETAILED COST SUMMARY						
No.	Description	Client Approved Budget a	Estimated Variations b	Forecast Final Cost c=a+b	Paid to Date d	Cost to Complete Incl Remaining Contingency e=c-d
Construction Costs - (Excl Contingencies)						
1	Construction Contract - Main Contractor	22,694,337.00	165,294.18	22,859,631.18	16,392,711.47	6,466,919.72
2	Construction Contract - Provisional Sums	-	-	-	-	-
Subtotal - Construction Costs - (Excl Contingencies)		22,694,337.00	165,294.18	22,859,631.18	16,392,711.47	6,466,919.72
Combined Direct Costs						
3	Professional Consultants	483,000.00	-	483,000.00	324,737.56	158,262.44
4	Direct Costs	590,000.00	66,188.30	656,188.30	449,734.62	206,453.68
Subtotal - Combined Direct Costs		1,073,000.00	66,188.30	1,139,188.30	774,472.18	364,716.12
Risks & Opportunities						
5	Additions	-	-	-	-	-
6	Omissions	-	-	-	-	-
Subtotal - Risks & Opportunities		-	-	-	-	-
Subtotal - Construction Works		\$ 23,767,337.00	\$ 231,482.48	\$ 23,998,819.48	\$ 17,167,183.65	6,831,635.84
Contingencies						
7	Project Contingency	1,000,000.00	(231,482.48)	768,517.52	-	768,517.52
8	Adjustment to bring to funding cap	322.00	-	322.00	-	322.00
		-	-	-	-	-
Subtotal - Contingencies		1,000,322.00	(231,482.48)	768,839.52	-	768,839.52
Project Total		\$ 24,767,659.00	\$ 0.00	\$ 24,767,659.00	\$ 17,167,183.65	7,600,475.36

ATTACHMENT 3 : CHANGE REQUEST FORM CR009



CHANGE REQUEST		
Change request raised by:	Vicki McKnight	Date: 24 August 2026
Name / Position	Centre Manager	No. 009
Company / Department	Netball South Canterbury	(to be assigned by Project Director)
Description of requested change and reasons for request (further details to be attached as appropriate)		
Upgrade of proposed portable netball hoops to Perennial Portable Adjustable netball goals		
Description of requested change and reasons for request (further details to be attached as appropriate) I have spoken with several Centres that use portable hoops and they raised concerns about the quality of the Silver Fern hoops. After reading through the customer reviews on the link I was sent, I share their concerns. We want hoops that are functional and built to last. The Perennial Portable Adjustable netball goals: • Strong, aluminium design • 80mm post diameter • 16mm solid round steel ring for extra strength, inside diameter of 380mm • Heavy-duty net included • Two non-marking 200mm TPU wheels • 40kg weight at the back for stability and safety (so no sandbags or added counterweights) • Optional Post pads also available • 5 Year warranty		
PROJECT MANAGER'S EVALUATION OF REQUESTED CHANGE & RECOMMENDATION:		
Scope: Requested upgrade of proposed portable netball hoops from "Silver Fern Adjustable Netball Stand" to "Perennial Portable Adjustable Netball Goal". Change Request CR007 dated 25 June 2026 requested additional floor sockets to 8 x court centrelines at approx. 20m from outer baselines to provide "short courts" to accommodate junior netball. After investigation this was not possible, as foundation beams were already cast on centrelines and drilling / installing additional sockets would require significant re-work and would breach the foundation reinforcing steel. As an alternative, the project has proposed to provide 8 no "Silver Fern" portable adjustable hoops as attached for junior play. Netball South Canterbury requests that these are upgraded to "Perennial Portable Adjustable Netball Goal" as attached.		



Cost: Silver Fern Portable hoops = $\$180 \times 8 = \$1,440$. Perennial Portable hoops = $\$1,250 \times 8 = \$10,000$. Extra/over cost of requested upgrades = \$8,560 . Note: based on Aug 2026 prices, to be re-confirmed before proceeding	
Time: Nil	
PD Recommendation: Referred to PAPC for decision	
PD Signature: 	Date: 24 August 2026
CLIENT DECISION	
Change Request Accepted	Comments:
Change Request Declined	
Signature on behalf of Timaru District Council	Date:
Notes: 1. Change Request to be forwarded to Paul Haggath, Project Director, in the first instance at paul.haggath@teamprojects.nz 2. Originator of Change Request to be kept informed of status and client decision. 3. Copy of completed change request form shall be copied to originator	

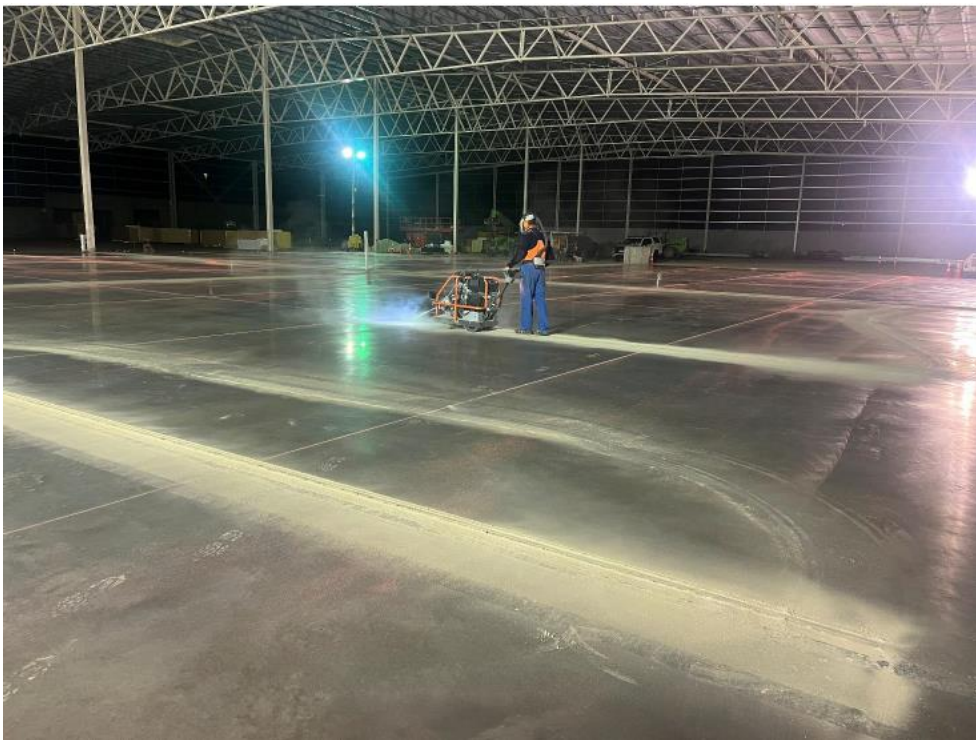


Silver Fern Portable Netball Goal
\$180.00



Perennial Portable Netball Goal
\$1250.00
(note – image is fixed post – price
is for adjustable alternative model)

ATTACHMENT 4 : PROGRESS PHOTOGRAPHS







6.5 Migration to Civica Altitude Project Status Report - August 2026**Author:** Sam Esterhuyse, Continuous Improvement Business Partner**Authoriser:** Justin Bagust, Chief Information Officer**Recommendation**

That the Projects and Procurement Committee receive and note the Migration to Civica Altitude Project Status Report.

Purpose of Report

- 1 The purpose of this report is to provide the Committee with a Project status report on the migration to Civica Altitude project.

Assessment of Significance

- 2 The significance of this matter, when considered against the criteria of Councils Significance and Engagement Policy, is low.

Background

- 3 The Projects and Procurement Committee have requested an update on the Migration to Civica Altitude project. A current dashboard report has been attached, and similar dashboard updates will be presented at each subsequent Projects & Procurement Committee meeting to keep elected members informed on the project's progress.

Discussion

- 4 The project for the Altitude Upgrade, Citizen Central and ElementTime is progressing as scheduled.
- 5 Updates have been made to the project status report to reflect recent progress.

Attachments

1. **Projects & Procurement Committee Report - Migration to Civica Altitude Project Status Report August 2026** [↓](#) 

IT Project Report			
Project Name	Migration to Civica Altitude	Reporting Period	August 2026
Project Sponsor	Justin Bagust	Project Manager	Sam Esterhuysen
Executive Summary			
A business case for the Migration to Civica Authority Altitude has been approved at a Council meeting dated 04 November 2025. This involves transitioning the existing Authority system to the cloud-based Altitude platform, with the aim of improving operational efficiency, reducing risk, and enhancing digital service delivery for the community.			
RAG Key: Green (G) = On track; Amber (A) = At risk / needs attention; Red (R) = Off track / critical			
Status area	Status	Comments	
Status Summary	G	The Altitude Programme is on track, with Planning and Setup complete and the Build phase is underway.	
Scope Status	G	The project scope has been confirmed.	
Quality Status	G	For reporting in MagiQ we have refined this change to provide elected members with an interactive dashboard, supported by Altitude in the background. Reporting will continue using the same fields and frequency until the GL restructure is completed. Quality checks are in place, including preparation for user acceptance testing.	
Cost Status	G	A payment milestone plan is in place for the Build Completion phase, with 30% scheduled for 3 September 2026. A reprioritisation of the IS Project Management external budget amount that was in the business case has been undertaken to ensure sufficient resourcing is available for Finance.	
Schedule Status	G	The project is progressing to plan. The Altitude Upgrade and Citizen Central project commenced in May and progressed into the build phase in July. ElementTime is on track with the Planning and Setup phase complete and Build activities underway.	
Reference Table			
Term	Description	Notes	
Build	Technical setup and configuration of the system, including modules, workflows, and integrations.	Foundations for system functionality and readiness for testing.	
Cloud	Internet-based servers used to store, manage, and process data instead of local servers.	Project data will be migrated from Authority to the cloud.	
Civica	Provider of the software, including Authority (current version 7.1) and Altitude.	Key project partner providing system configuration, support, and implementation services.	
Citizen Central	Customer-facing platform or portal that allows users to access services, submit requests, and interact with the organisation online.	May be implemented alongside or ahead of core system changes depending on project timing.	

ElementTime	ElementTime is an online platform for managing timesheets, leave and scheduling.	Used for time recording, rostering and leave management to support payroll processes.				
Go-Live	The point at which the new system becomes fully operational.	Marks the official start of production use.				
Pre-requisite Checklist	A list of conditions or tasks that must be completed before the project/system can progress.	Ensures all necessary preparations are in place for build, testing, and go-live.				
User Acceptance Testing (UAT)	User Acceptance Testing – the phase where end users test the system to confirm it meets business requirements.	Ensures business processes work correctly on the new platform before sign-off.				
General Ledger (GL)	Financial module used to record, classify and summarise all financial transactions.	Will be restructured as part of the project to improve financial reporting, accuracy, and alignment with business needs.				
Cost details						
Budget	Spend to date	Committ ed	Estimate to Completion	Estimate at Completion	Variance	Comments
Capex - \$1,205,000	\$51,093.60	\$0.00	\$1,153,906.40	\$1,205,000	\$0.00	Project is in early stages with minimal spend to date.
Opex - \$1,795,000	\$0.00	\$0.00	\$1,795,000.00	\$1,795,000.00	\$0.00	No Opex spend incurred to date; full budget remains available.
Achievements for this period 12 August - 8 September 2026						
Altitude - Fortnightly meetings are being held with the project core team and Civica.						
Altitude – Run system checklist in production environment.						
Altitude – Content Manager Integration completed.						
Altitude – Current excel reports and reporting to be redirected to reporting server.						
Altitude – Setup receipt printers in Altitude.						
Citizen Central – Online CRM workshops completed.						
Citizen Central – eServices admin training and configuration in progress.						
ElementTime – Pilot group onboarded and undergoing user acceptance testing.						
Planned activities for this period not achieved						
There were no planned activities for this period that were not achieved.						
Planned activities for next period - 09 September - 13 October 2026						
Altitude - Upload letter and certificate templates.						

Altitude - User Acceptance Testing (UAT) to commence.						
Citizen Central - eServices Admin Training and Configuration.						
Citizen Central - eForms setup to be completed.						
ElementTime - Next user group to be onboarded.						
ElementTime - Integration to be completed.						
Milestone Progress						
No.	Milestone	% Complete	Baseline Finish Date	Actual Finish Date	RAG Status	Comments/Notes/Actions
1	Phase 1 - Altitude Upgrade	31%	30/11/2026		G	
1.1	Planning and Setup	100%	31/05/2026	31/05/2026	G	The project kick-off meeting was held on 7 April 2026 and included the core project group and the Civica Project Manager.
1.2	Build and Integration	68%	30/09/2026		G	Provisioning cloud infrastructure, migrating data from Authority to the cloud, and configuring payment gateways, EFTPOS, and receipt printing.
1.3	Training and Workshops	0%	30/09/2026			Training sessions and workshop will be delivered to support staff readiness.
1.4	User Acceptance Testing	0%	6/11/2026			Testing business processes in Altitude to ensure they function as expected, with formal sign-off required.
1.5	Go-Live	0%	30/11/2026			Final go-live activities will be completed, including deployment to production, user support and transition to business-as-usual operations.

2	Phase 1 - Citizen Portal	5%	30/11/2026		G	The Citizen Portal is an online self-service platform that enables residents to access council services, submit requests, and track interactions digitally.
2.1	Planning and Setup	100%	31/05/2026	31/05/2026	G	
2.2	Build and Integration	5%	30/09/2026		G	
2.3	User Acceptance Testing	0%	6/11/2026			
2.4	Go-Live	0%	30/11/2026			
3	Phase 1 - ElementTime	40%	30/11/2026		G	ElementTime is a timesheet management system used to capture and manage employee time for payroll processing.
3.1	Planning and Setup	100%	31/05/2026	31/05/2026	G	The project kick-off meeting was held on 05 May 2026 and included the core project group and ElementTime Project Manager
3.2	Build and Integration	90%	31/08/2026		G	
3.3	Discovery Phase	100%	24/07/2026	24/07/2026	G	Establish a shared understanding of TDC's workforce, payroll rules, operating model, and implementation objectives, and translate these into a configured ElementTime solution.
3.4	Empowerment Phase	80%	31/08/2026		G	Prepare the payroll and administration team to confidently operate ElementTime and validate the system before wider rollout.
3.5	Onboarding and Refinement Phase	15%	30/11/2026		G	This phase focuses on reviewing and enhancing what has been built, with user testing conducted through separate indoor and outdoor groups.

3.6	User Acceptance Testing	15%	30/11/2026		G	The Pilot group has completed training on ElementTime and has now commenced using the system.
3.7	Altitude Integration	0%	30/11/2026			
3.8	Go-Live	0%	30/11/2026			
4	Phase 2: Procure to Pay & Contracts Module	0%	31/10/2027			These are indicative dates and have not yet been finalised with Civica. They may change depending on Civica consultant availability.
4.1	Build and Integration	0%				
4.2	User Acceptance Testing	0%				
4.3	Go-Live	0%				
4.4	Decommission of Esker	0%				
5	Phase 3: GL Restructure	0%	TBC			This is still in discussion to develop a timeline over the next few months.
Issues						
No.	Description	Raised	Owner	Rating	Target Date	Comments/Notes/Actions
				(L/M/H)		
1	Accounts Receivable Imbalance	2/5/2026	Finance	L	31/05/2026	Ticket C00228187, this has been resolved.
2	Infringement Imbalance	2/6/2026	Finance	L	31/07/2026	Ticket C00228184 has been logged and is in progress.
3	Creating an Invoice withholding tax	7/6/2026	Finance	L	31/07/2026	Ticket C00224938 has been logged and is in progress.

4	Authority Module Balance Check	7/6/2026	Finance	L	31/07/2026	Ticket C00225444 has been resolved.
5	Accounts Payable Imbalance	7/6/2026	Finance	L	TBC	Ticket C00228186 will be reviewed as part of the Procure to Pay implementation.
Risks						
No.	Description	Likelihood	Consequence	Mitigation/Treatment	Residual Risk	
1	Complex Data migration from Esker	Medium	High	Vendor-led migration with council validation and testing.	Low	
2	Data Loss	Medium	Medium	Full back up of systems before any changes are made.	Low	
3	Disruption to production systems	Medium	Medium	Use Test environment to fully check changes before altering production systems.	Low	
4	Staff adaptation to system changes	Medium	Medium	Early engagement, clear communications, training, and support.	Low	
5	Budget Overruns due to scope creep	Medium	Medium	Regular financial reporting and contingency allocation.	Low	
6	Project Delays	Medium	Medium	Strong project governance, milestone tracking, and escalation processes.	Low	
7	Integration failures	Medium	High	Integration testing.	Low	
8	Insufficient user testing	Medium	High	Structured UAT plan, unit tests assigned to subject matter experts and champions.	Low	
9	Vendor delays or dependency issues	Medium	High	Clearly defined deliverables, timelines and Sla's in the contract.	Low	
10	Performance issues	Medium	Medium	Performance testing & monitoring.	Low	

11	Unable to modify software	Medium	Low	Investigate other ways of achieving same result.	Low	
12	Loss of key project personnel	Medium	Low	Source an alternate staff resource.	Low	
13	Change of Landscape with LG NZ	Medium	High	Work under current assumption of existing status.	Low	
Contracts and variations						
No.	Description	Provider	Original value	Variation value	Status	Comments/Notes/Actions
1	There have been no variations	Civica	\$0.00	\$0.00		

6.6 Claremont Water Treatment Plant Upgrade – Monthly Report**Author:** Grant Hall, Water Services Principal**Authoriser:** Andrew Lester, General Manager Drainage and Water**Recommendation**

That the Projects and Procurement Committee receive and note the Claremont Water Treatment Plant Upgrade – Monthly Report.

Purpose of Report

- 1 The purpose of this report is to update the Projects and Procurement Committee as to the status of the Claremont Water Treatment Plant Upgrade Project in a public forum.

Assessment of Significance

- 2 This matter is deemed low significance in terms of Council's Significance and Engagement Policy.

Discussion***Project Status***

- 3 Further information on the project status can be found in the Project Lead and Project Manager's report (Attachment 1) and the Masons Contract 2756 monthly report (Attachment 2) to this report.
- 4 This is the third monthly report, with progress over this initial period moving from contract establishment into active pre-construction.
- 5 The site layout and roading design is an important milestone which has been achieved. Mobilisation onsite has commenced, including the demolition of the workshop building and development of a temporary carparking area.
- 6 The plant Safety in Design sessions were successfully completed, with a number of design items identified, and most design clarification points are closed.
- 7 An integrated programme has been developed to coordinate all project workstreams.

Critical Risks

- 8 Refer to information on the project risk assessment in the Project Lead and Project Manager's report (Attachment 1).
- 9 Critical risks are largely unchanged from the previous month:
 - 9.1 Reservoir embankment interaction – Treated Water Reservoir #1 works must not affect the existing dam embankment footprint, settlement, slope stability or displacement.
 - 9.2 Programme integration - The interdependent workstreams require coordinated sequencing and interface management.

- 9.3 Design clarification and scope interfaces – Some design clarifications remain open, although many are now closed.
- 9.4 Consents and designation - Resource consent is required for the pipelines and a change to the WTP designation is needed for the reservoirs.
- 9.5 Property Purchase - Agreement to purchase land where Treated Water Reservoir #2 is located is still to be negotiated.

Budget

- 10 The project remains on budget. The amount claimed in August is less than anticipated, which is expected to be caught up in the next following months as site works accelerates.

Attachments

- 1. Claremont Water Treatment Plant Upgrade Monthly Report - August 2026 [↓](#) 
- 2. Mason Engineers Monthly Report August 2026 [↓](#) 



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TIMARU DISTRICT COUNCIL
Claremont Water Treatment Plant Upgrade
MONTHLY REPORT
August 2026



Prepared By: Drew Williamson

Contents

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6	FINANCIALS	3
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Prepared By: Drew Williamson

1 PURPOSE

The purpose of this report is to update the Projects and Procurement Committee as to the status of the Claremont Water Treatment Plant Upgrade project in a public forum.

2 HEALTH AND SAFETY

No health and safety incidents to date.

The overarching Health & Safety framework for site has been implemented. This documents support the coordination of overlapping duties between the live Claremont Water Treatment Plant operations team, Masons, and future reservoir and pipeline contractors.

3 PROGRESS

3.1 Water Treatment Plant Upgrade - (Masons)

During August, Masons progressed from design coordination into site establishment and early works. Masons reports the project as Green overall. The key August milestone was finalising and agreeing the site roading and layout design. This has taken longer than anticipated but has not affected the expected completion date for their works.

Other progress this period included:

- Undertaking plant Safety in Design / HAZOP reviews;
- Installing the time-lapse camera and site signage;
- Mobilising to site;
- Commencing building demolition;
- Services relocation.
- Installing construction facilities, access and parking.

Civil design is working through stormwater, roading and hardstand areas. The final building RL has been set to better suit roadway development and balance cut/fill volumes. Structural and electrical design is progressing.

3.2 Reservoirs

The treated water reservoir workstream remains the critical path for the overall project. The reservoirs are required to provide treated water storage and system resilience for the upgraded WTP.

Geotechnical testing has been repeated to capture information that was lost during the initial testing. A geotechnical interpretive report is being produced to support the specimen design. This will inform foundation assumptions for Reservoir 2 and whether excavated material can be reused for the reservoir earthworks.

The dam safety issue associated with the existing earth embankment has progressed during August. Grant Murray & Associates has completed a dam safety review for the proposed reservoir works. Its evaluation indicates that the reservoir will not affect the safety of the earth embankment.



The reservoir procurement strategy has been refined. The tender is proposed to include two separable portions. Tank 1 is to proceed on land already owned by Council. Tank 2 is to remain provisional until the required land purchase and designation matters are resolved.

The project team is also working through aspects associated with the reservoirs which are still outstanding:

- Updated specimen design and Principal's Requirements.
- Property purchase
- Designation alteration
- Tender

3.3 Pipelines

Since the previous report, WSP has progressed the detailed design, planning assessment and contract documentation for the pipeline works. The pipeline workstream includes the new water and wastewater pipeline alignments, trenching and reinstatement details, crossing arrangements, air valve and scour arrangements, WTP boundary termination details, and connections into the existing Gleniti network.

A planning assessment has been issued and is being used to confirm consent inputs. Current consent matters include heritage and ecological. The following reports have been produced for the consent application:

- Temporary Protection Plan for works next to the heritage buildings.
- Ecological Report for removal of native vegetation along the pipe alignment
- Archaeological Report to enable trenching through the Heritage Site

The pipeline alignment review has progressed. The remaining key dependency is confirmation from Chorus about whether an obsolete cable can be removed. Once this is confirmed, the alignment drawings and specification can be finalised for tender review.

The pipeline works are intended to be tendered once consent, archaeological requirements, alignment decisions and key service interfaces are sufficiently closed out.

4 PROGRAMME

Programme currently sits as Orange. The consenting and final design of the pipeline needs to be resolved so that a contractor for the works can be procured. Completion of the pipeline is critical to enable the commissioning of the WTP.

The reservoirs have been decoupled from the completion of WTP. These will still be being constructed whilst the WTP is commissioned. The existing treated water reservoir will be utilized until the new reservoirs are completed.



5 CRITICAL RISKS

Risk	Description	Current/implemented Mitigation Actions	Implications	Status
Reservoir embankment interaction	Reservoir 1 works must not affect the dam embankment footprint, settlement behaviour, slope stability factor of safety or displacement.	Dam Safety Engineer has indicated that proposed solution does not effect the safety of the existing reservoir embankment		Resolved
Programme integration	Three interdependent workstreams require coordinated sequencing, hold points and interface management.	Integrated programme has been developed. This is a live document and will be updated as works progress and additional contractors join the project	Interface failure could result in rework, outage constraints, delay or inefficient delivery sequencing.	Ongoing
Design clarification and scope interfaces	Multiple design clarifications remain open, including access, services, building layout, plant movements, survey data and operator inputs.	Design clarification register established and being managed through contract communications. Survey information and TDC operator comments are to be provided.	Potential cost, programme and variation exposure if design decisions are delayed or scope boundaries remain unclear.	Ongoing
Consents and designation	Resource consent is required for the pipeline and a change to the WTP designation is needed for the reservoirs.	Key reports for Archaeology Heritage protection and ecology have been completed to enable the lodgement of the consent.	Unresolved approvals may affect start dates, procurement sequencing and ability to construct reservoirs	Ongoing
Property Purchase	Agreement to purchase the property where reservoir 2 is located is still outstanding	Ongoing communication with the landowner.		Ongoing

6 FINANCIALS

The project financial reporting structure has now been developed. The project is currently reporting as **Green**, with the latest forecast remaining within the approved budget. This position should continue to be monitored as the WTP, reservoir and pipeline workstreams move from design and procurement into construction.

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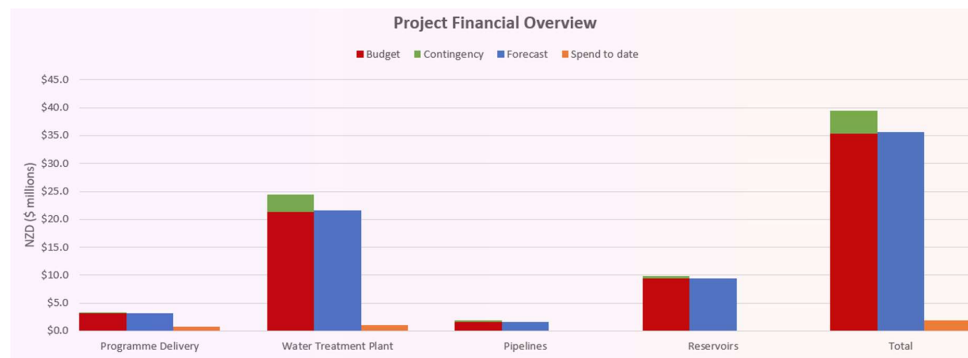
Financial Reporting for the project will be done on the month prior to ensure that all costs are captured.

	Budget	Contingency	Total	Spend to date	Forecast
Programme Delivery*	\$ 3,100,000	\$ 250,000	\$ 3,350,000	\$ 818,643.22	\$ 3,100,000
Water Treatment Plant	\$21,260,000	\$ 3,240,000	\$ 24,500,000	\$ 1,020,759.97	\$21,537,833
Pipelines	\$ 1,650,000	\$ 200,000	\$ 1,850,000	\$ -	\$ 1,650,000
Reservoirs	\$ 9,400,000	\$ 400,000	\$ 9,800,000	\$ -	\$ 9,400,000
Total	\$35,410,000	\$ 4,090,000	\$ 39,500,000	\$1,839,403.19	\$35,687,833

*Programme Delivery consists of: Historic Costs, Design, Consent, Investigations, Property & Management

Project costs will be reported against the approved project budget, as shown in the figure above. Monthly reports will include actual costs, committed costs, forecast costs, and forecast contingency drawdown for each major workstream.

The Graph below shows the project Forecast cost against budget cost.



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APPENDIX I – MASONS MONTHLY REPORT

ALTA





Mason Engineers (NZ) Ltd ■ 2/32 Crooks Road ■ PO Box 58873, East Tamaki, Auckland, New Zealand
Tel: +64 9 274 3143 ■ Fax: +64 9 274 3145 ■ Email: info@masons.co.nz

Monthly Project Report

Project: Claremont WTP

Int Ref#: 24-019

Reporting Period: August 2026

Report Date: 25 August 2026

Contractor: Mason Engineers (NZ) Ltd

Client: Timaru District Council

Engineer: Grant Hall

Engineers Representative: David Hooke

Engineers Support: Drew Williamson

1. Overall Status

Traffic Light

GREEN

Completed and agreed site roading and layout design an important milestone. Mobilized to site and started earthworks. Held our 3rd teams session to review Safety in Design and HAZOP which as expected raised some issues to be closed off from this.

Overall project status: The project is progressing and has been delayed due to a number of revisions of roading layouts and design, however this has now been finalised. We do not see an overall impact to delivery programme but our contingency has been reduced accordingly.

2. Progress This Period

Traffic Light

GREEN

The following activities were undertaken during the reporting period:

- Finalised roading and access design
- Finalised building levels
- Plant SID
- Installed time-lapse site camera and signage installed
- Project kick-off celebration
- Mobilise on site
- Isolation of services and removal of AC material
- Commence building demolition
- Temporary car-park development

3. Programme Status**Traffic Light****GREEN**

Phase	Status
Design	Mechanical – Finalised pumps and process equipment Civil – Layouts and levels Electrical – Design started
Procurement	Long lead items orders placed and further order underway
Construction	Commence roadway and access
Commissioning	Future phase

Completion of the civil design elements is a key focus for August

4. Design**Traffic Light****GREEN**

Civils are currently working through all elements including stormwater roading and hard stand areas. Final building RL is now 84.4 to better suit the existing roadway development and balance the cut fill volumes.

Building structural design is in draft form and has had its first review phase. Some changes to building floor slopes and ventilation have been raised and are under action.

Process design will be essentially complete at the end of July and submitted.

Electrical design has started and transformer requirements have been shared.

Safety in Design session a number of Design items were raised including,

- Ventilation, Noise, Comms and power for new reservoir and existing plant etc.
- Doorway access has resulted in some change to electric roller doors as discussed.

Noise – noting our plant design includes for noise minimization by acoustic blanket in the roof structure but we are also exploring other ventilation means to ensure compliance is achieved easily. We have engaged an Engineer accordingly to assist with this detail.

Require confirmation from TDC regarding the exterior design / insignia for the concrete panels in Aug.

Design development remains aligned with construction and procurement requirements.

5. Procurement**Traffic Light****GREEN**

Long lead items have been ordered, and we are working through the balance of plant as the developed design completes. We note that the installation is due to commence in late February /March so we are only some 6 months away.

6. Construction**Traffic Light ORANGE**

Site establishment has started with disconnection of power at the shed and realignment of power for the gate is underway. Development of the temporary carpark at the old house location is underway (as shown on the left hand side of the photo).



Demolition of the old shed and relocation of the septic system is to follow.

Accessway has been developed and earthworks will be started. The installation of the Gleniti pipe line will allow us to place suitable in a bund over this area. Kotahi will attend site and assess this from Geotech perspective.

7. Health and Safety**Traffic Light GREEN**

There were no significant health and safety incidents during the reporting period.

8. Environmental**Traffic Light GREEN**

No environmental incidents were recorded during the reporting period.

9. Risks and Issues**Traffic Light GREEN**

The risk register has been updated and filed we don't see any changes at this stage.

10. NTE, CI and RFI (during reporting period) Traffic Light GREEN

NTE-007 Solar – MEL to provide further information

NTE-008 Lugged Valves – CI-007 – Responds

CI -008 Review of SSP and QMP

11. Variations Traffic Light GREEN

A further response on VO2 is required from Masons to the Client in regards to changes arising.

The following design changes that are likely to require a variation include,

1. Increasing the Pump shed footprint installing post Hypo dosing, Final water instruments, various ducts and power supplies.
2. Power and comms for the new reservoir.
3. Power and comms including replacing switchboard at old plant for new simple services
4. Car-park areas and extension of access roadways.

12. Look Ahead (Next Period) Traffic Light GREEN

Planned activities for August /September include:

- Submission of design package - Process end of August
- Civil design development and package end of August early September
- Building plans developed 2nd cut end of August with target final submission mid September per programme
- Gleniti pipeline installation and develop roadways through September.
- Develop temporary parking and demolish Shed.
- Finalize all Design changes and submit for review.
- Establish Site Supervisor on site with amenities buildings

13. Financial Traffic Light GREEN

Claim no 3 is submitted for August.

This claim is much less than anticipated due to delays in the Accessway design.

We are anticipating this will then be caught up in the following months as work on site proper gets underway.

General Information.

Please note I have a number of activities scheduled through September but will respond to emails ASAP and Simon will step in where I am unavailable.

The following dates I will be away from the office

5th to 16th Leave (available on email)

21st to 24th New Zealand Water Conference

26th to 1st WEFTEC Conference

Prepared by:

Geoff Truscott

Project Manager

Mason Engineers (NZ) Ltd

Attachments,

1. Claim no 3 August

7 Consideration of Urgent Business Items**8 Consideration of Minor Nature Matters****9 Exclusion of the Public****Recommendation**

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

10.1 Contract 2702 - Talbot Street Sewer Main Upgrade

The general subject of each matter to be considered while the public is 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 this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Contract 2702 - Talbot Street Sewer Main Upgrade	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To protect commercially sensitive information To enable Council to carry out commercial or industrial negotiations

*I also move that [name of person or persons] be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [specify]. This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [specify]

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*Delete if inapplicable.

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Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”

10 Public Excluded Reports

11 Readmittance of the Public