



# AGENDA

## Ordinary Council Meeting Tuesday, 9 February 2021

**Date** Tuesday, 9 February 2021

**Time** 3pm

**Location** Council Chamber  
District Council Building  
King George Place  
Timaru

**File Reference** 1403819

## **Timaru District Council**

**Notice is hereby given that a meeting of the Ordinary Council will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 9 February 2021, at 3pm.**

### **Council Members**

Mayor Nigel Bowen (Chairperson), Cllrs Allan Booth, Peter Burt, Barbara Gilchrist, Richard Lyon, Gavin Oliver, Paddy O'Reilly, Sally Parker, Stu Piddington and Steve Wills

Quorum – no less than 5 members

### **Local Authorities (Members' Interests) Act 1968**

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

Bede Carran

**Chief Executive**

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- 1 Opening Prayer and Waiata**
- 2 Apologies**
- 3 Public Forum**
- 4 Identification of Urgent Business**
- 5 Identification of Matters of a Minor Nature**
- 6 Declaration of Conflicts of Interest**

## **7 Confirmation of Minutes**

### **7.1 Minutes of the Council Meeting held on 15 December 2020**

**Author:** Jo Doyle, Governance Advisor

#### **Recommendation**

That the Minutes of the Council Meeting held on 15 December 2020 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 Council Meeting held on 15 December 2020**



# MINUTES

## Ordinary Council Meeting Tuesday, 15 December 2020

Ref: 1403819

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 15 December 2020 at 3pm**

**Present:** Mayor Nigel Bowen (Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Richard Lyon, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Sally Parker, Cr Stu Piddington, Cr Steve Wills

**In Attendance:** Chief Executive (Bede Carran), Group Manager Environmental Services (Tracy Tierney), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Group Manager Infrastructure (Andrew Dixon), Water Services Stimulus Package Manager (Ashley Harper), Strategy and Corporate Planning Manager (Mark Low), Programme Delivery Manager (Lili Delwaide), Acting Chief Financial Officer (Sandy Hogg), Team Leader Consents and Compliance (Nathan Hole), Governance Advisor (Jo Doyle)  
John Mackey Audit New Zealand Director (Via Video Link)

### **1 Opening Prayer and Waiata**

Cr Paddy O'Reilly offered a prayer for the work of Council followed Cr Gilchrist leading the singing of the Council Waiata.

### **2 Apologies**

#### **Resolution 2020/68**

Moved: Cr Sally Parker

Seconded: Cr Paddy O'Reilly

That the apology received from Ross Munro of Pleasant Point Community Board and Jennine Maguire of Geraldine Community Board be accepted.

**Carried**

### **3 Public Forum**

Jason Grant of Federated Farmers presented a summary of Federated Farmers to the public forum.

- Federated Farmers' origins go back over 120 years with the first meeting of the New Zealand Farmers' Union in 1899, and in 1945 Federated Farmers of New Zealand was formed when the New Zealand Farmers' Union joined with the Sheepowners' Federation.
- Federated Farmers has 6 industry groups, Arable, Dairy, Goats, High Country, Meat & Wool and Rural Butchers.
- It is the independent voice of farming and has 550 members in the South Canterbury region which is one of 24 provinces which have their own provincial presidents and executives.
- Federated Farmers works with decision makers to create better out comes for profitable and sustainable farming.



- It has no guaranteed funding, and relies on annual voluntary subscription of farmer members.
- Local issues consist of Water, Environment/RMA/Biodiversity reforms, Pending dry season, Employment, Pest and Weed Management.
- Jason Grant noted that South Canterbury is very fortunate and has the whole package of a primary industry, irrigation schemes, water storage, major processing capacity and town with support industries.

Federated Farmers were thanked for hosting the planning team recently to hold an open meeting with farmers for the draft district plan.

The impact of water issues were discussed and possible solutions. Science and time are needed to fix the issue of nitrates in the water, fencing off waterways has made great headways.

Regenerative farming was also discussed, most farmers take these principles on board, but the definition is very broad and evolving all the time. Farmers are always watching for new principles such as grazing patterns.

#### **4 Identification of Urgent Business**

There was no urgent business.

#### **5 Identification of Matters of a Minor Nature**

There were no minor nature matters.

#### **6 Declaration of Conflicts of Interest**

There were no conflicts of interest.

#### **7 Confirmation of Minutes**

##### **7.1 Minutes of the Council Meeting held on 6 October 2020**

###### **Resolution 2020/69**

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

That the Minutes of the Council Meeting held on 6 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

##### **7.2 Minutes of the Council Meeting held on 27 October 2020**

###### **Resolution 2020/70**

Moved: Cr Barbara Gilchrist

Seconded: Cr Paddy O'Reilly

That the Minutes of the Council Meeting held on 27 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

### **7.3 Minutes of the Council Meeting held on 24 November 2020**

#### **Resolution 2020/71**

Moved: Cr Richard Lyon

Seconded: Cr Allan Booth

That the Minutes of the Council Meeting held on 24 November 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

### **7.4 Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020**

#### **Resolution 2020/72**

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That the Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

### **7.5 Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020**

#### **Resolution 2020/73**

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That the Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

### **7.6 Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020**

#### **Committee Recommendation**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

#### **7.7 Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020**

##### **Resolution 2020/74**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

#### **7.8 Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020**

##### **Resolution 2020/75**

Moved: Cr Barbara Gilchrist

Seconded: Cr Peter Burt

That the Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

### **8 Schedules of Functions Attended**

#### **8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors**

##### **Resolution 2020/76**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That the report be received and noted.

**Carried**

#### **8.2 Schedule of Functions Attended by the Chief Executive**

##### **Resolution 2020/77**

Moved: Mayor Nigel Bowen

Seconded: Cr Sally Parker

That the report be received and noted.

**Carried**

**9 Reports**

**9.1 Affixing of the Common Seal**

Council was advised of the affixing of the Common Seal to Warrants of Appointment.

**Resolution 2020/78**

Moved: Cr Barbara Gilchrist

Seconded: Cr Gavin Oliver

That the affixing of the Common Seal to the following document be noted:

19 October 2020	Warrants of Appointment
21 October 2020	Warrants of Appointment
13 November 2020	Warrants of Appointment
18 November 2020	Warrants of Appointment

**Carried**

**9.2 Contracts Let From Tenders and Procurement Committee**

Council was advised of contracts let by the Tenders and Procurement Committee.

**Resolution 2020/79**

Moved: Cr Barbara Gilchrist

Seconded: Cr Peter Burt

**That the following information on a contract let by the Tenders and Procurement Committee, be received.**

<b>Contract Description</b>	<b>Number of Tenders</b>	<b>Price Range</b>	<b>Successful Tenderer and Price</b>
<b>Contract 2479 – Winchester-Geraldine, Coach, Tiplady and McKenzie Roads Intersection Upgrade</b>	<b>2</b>	<b>\$1,327,903.87 to \$1,352,375.22</b>	<b>Fulton Hogan Limited \$1,352,374.22</b>

<b>Contract 2459 – Orari Back Road Seal Extension</b>	<b>3</b>	<b>\$983,674.54 to \$1,684,493.60</b>	<b>Rooney Earthmoving Limited \$983,674.54</b>
Tenders were evaluated using price quality method.			

All prices exclude GST

**Carried**

**9.3 Contracts Let Under Delegated Authority**

Council was advised of contracts let by the Chief Executive under Delegated Authority.

**Resolution 2020/80**

Moved: Cr Peter Burt

Seconded: Cr Barbara Gilchrist

**That the following information on a contract let by the Chief Executive under delegated authority, be received.**

<b>Contract Description</b>	<b>Number of Tenders</b>	<b>Price Range</b>	<b>Successful Tenderer and Price</b>
<b>Contract 2488 – Temuka Golf Course and Domain Sewermain Upgrade</b>	<b>2</b>	<b>\$736,834.69 to \$850,329.00</b>	<b>Rooney Earthmoving Limited \$736,834.69</b>
Tenders for contract 2488 were evaluated using the Weighted Attribute Method			

All prices exclude GST

**Carried**

**9.4 Council Meeting Calendar 2021**

Council was presented with the meetings calendar for the 2021 calendar year.

Two of the Audit and Risk Committee meetings have been moved since the last Council meeting as well as the need to align Council meetings with the Long Term Plan.

**Resolution 2020/81**

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That the Council meetings calendar for 2021 be adopted.

Carried

### **9.5 Land Transport Infrastructure Asset Revaluation Process**

Council was provided with an overview of the Land Transport Infrastructure asset revaluation project by Group Manager Infrastructure.

Following the revaluing of Council water assets, the roading assets will now be revalued to reflect the market value as currently based on 2005 asset values.

#### **Resolution 2020/82**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That Council note the update and endorse the revaluation of Council's Land Transport assets.

Carried

### **9.6 Plan Change 22 - Adoption of Commissioner's Decision**

Council was presented with the Commissioners decision on Proposed Plan Change 22 (PC22) by Team Leader Consents and Compliance

This reflects a parcel of land in Washdyke that is being rezoned from a rural 2 zone to light industrial in order to be developed as industrial land. This change was indicated in the draft district plan, however it was requested through a private plan change, and is now approved by the Commissioner. Once adopted by Council, this change will be publically notified.

#### **Resolution 2020/83**

Moved: Mayor Nigel Bowen

Seconded: Cr Sally Parker

That the Commissioners decision on provisions and submissions for Proposed Plan Change 22 is adopted by Council.

Carried

### **9.7 Review of Council Committee and Subcommittee Remuneration Policy**

Council was presented with the draft Council Committee and Subcommittee Remuneration Policy for adoption by the Policy Analyst.

This is the continuation of review of governance policies and involves a change in the framework of terms of appointments for members of committees who are not Elected Members.

These changes will be in place for the next triennium and the process will be managed by the governance team.

The current payment structure will remain status quo until the end of the current triennium.

#### **Resolution 2020/84**

Moved: Cr Steve Wills

Seconded: Cr Richard Lyon

1. That Council adopts the Council Committee and Subcommittee Remuneration Policy

**Carried**

## **9.8 Annual Plan 2020/21 - Four Month Report to 31 October 2020**

Council was presented with the progress against Council's 2020/21 Annual Plan (Year Three of the 2018-2028 Long Term Plan) including financial results, progress towards achieving the key performance indicators and the capital projects work programme for the four month period ended 31 October 2020.

This report was presented by the Water Services Stimulus Package Manager, Strategy and Corporate Planning Manager, Programme Delivery Manager and Acting Chief Financial Officer.

This is the first four month report for the current financial year. This a period of planning of projects, and financials reflects timing, for example that some NZTA subsidies are not yet received for the year.

The result shows 80% of KPIs on capital projects, however many projects are well underway.

The Geraldine sewer siphon upgrade was discussed as it is unlikely to meet the financial deadline of 30 June 2021. There are major considerations with this project and is to be reviewed with the engineers and consulting team. There are constraints such as environmental, geotechnical and land entry factors that may stop this project from being completed in the original timeframe.

### **Resolution 2020/85**

Moved: Cr Steve Wills

Seconded: Cr Barbara Gilchrist

1. That the key performance indicators and capital projects work programme progress report to 31 October 2020 be received and noted.
2. That the summary financial results to 31 October 2020 be received and noted.

**Carried**

## **9.9 Carry Forward Requests**

Council was presented with funding previously approved in the Annual Plan 2019-20 for capital expenditure and projects that were forecast to be completed or commenced during the financial year by the Acting Chief Financial Officer.

This report is split into two areas, requests for ratification for works that have occurred from July to December 2020 and carry forwards which are committed funds, however no expenditure has occurred to October.

This ensures the funding required for the capital expenditure and projects is in place to ensure their purchase and/or completion.

### **Resolution 2020/86**

Moved: Cr Peter Burt

Seconded: Cr Paddy O'Reilly

That the Council ratifies \$4,587,661 and approves \$3,157,328 carried forward expenditure outlined in this report and that the 2020-21 forecast be amended to reflect this approved expenditure (noting it does not have an impact on rates for the current financial year).

**Carried**

**10 Consideration of Urgent Business Items**

There was no urgent business.

**11 Consideration of Minor Nature Matters**

There were no minor nature items.

**12 Public Forum Items Requiring Consideration**

There were no items from public forum for consideration.

**13 Resolution to Exclude the Public**

**Resolution 2020/87**

Moved: Cr Barbara Gilchrist

Seconded: Cr Sally Parker

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>13.1 - Public Excluded Minutes of the Council Meeting held on 6 October 2020</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy
<b>13.2 - Public Excluded Minutes of the Council Meeting held on 27 October 2020</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret  s7(2)(b)(ii) - The withholding of the information is necessary to	To protect a person's privacy  To prevent disclosing a trade secret  Commercial sensitivity  To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.  To enable commercial activities



	<p>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</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	
<b>13.3 - Public Excluded Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy
<b>13.4 - Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy
<b>13.5 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020</b>	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	Commercial sensitivity
<b>13.6 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020</b>	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	Commercial sensitivity
<b>13.7 - Public Excluded Minutes of the Extraordinary Tenders and Procurement Committee</b>	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the	Commercial sensitivity

<p><b>Meeting held on 8 December 2020</b></p>	<p>information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	
<p><b>13.8 - Timaru District Council Annual Report 2019/20</b></p>	<p>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</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>Commercial sensitivity To enable commercial activities</p>

That pursuant to section 48(5) of the Local Government Official Information and Meetings Act, John Mackey from Audit New Zealand be permitted to attend this meeting after the public has been excluded, due to his knowledge of the issue being considered under item 13.8 - Timaru District Council Annual Report 2019/20.

**Carried**

**Resolution 2020/88**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the meeting moves out of Closed Meeting into Open Meeting.

**Carried**

- 13 Public Excluded Reports**
- 13.1 Public Excluded Minutes of the Council Meeting held on 6 October 2020**
- 13.2 Public Excluded Minutes of the Council Meeting held on 27 October 2020**
- 13.3 Public Excluded Minutes of the Directors and Trustee Appointment Subcommittee Meeting held on 6 October 2020**
- 13.4 Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 19 October 2020**
- 13.5 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 3 November 2020**
- 13.6 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 24 November 2020**
- 13.7 Public Excluded Minutes of the Extraordinary Tenders and Procurement Committee Meeting held on 8 December 2020**
- 13.8 Timaru District Council Annual Report 2019/20**
- 14 Readmittance of the Public**

The meeting closed at 4.10pm.

.....  
**Mayor Nigel Bowen**  
**Chairperson**

**7.2 Minutes of the Council Meeting held on 22 December 2020**

**Author: Jo Doyle, Governance Advisor**

**Recommendation**

That the Minutes of the Council Meeting held on 22 December 2020 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 Council Meeting held on 22 December 2020**



# MINUTES

## Ordinary Council Meeting Tuesday, 22 December 2020

Ref: 1403819

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 22 December 2020 at 9.00am**

**Present:** Mayor Nigel Bowen (Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Richard Lyon, Cr Gavin Oliver (Via Video Link), Cr Paddy O'Reilly, Cr Steve Wills

**In Attendance:** Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Strategy and Corporate Planning Manager (Mark Low), Acting Chief Financial Officer (Sandy Hogg), Governance Advisor (Jo Doyle)

John Mackey Audit New Zealand Director (Via Video Link)

**1 Welcome**

**2 Apologies**

**Resolution 2020/76**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That apologies from Cr Barbara Gilchrist, Cr Sally Parker and Cr Stu Piddington be received and accepted for this meeting until the adjournment.

**Carried**

**3 Public Forum**

There was no public forum.

**4 Identification of Urgent Business**

There was no urgent business.

**5 Identification of Matters of a Minor Nature**

There were no minor nature matters.

**6 Declaration of Conflicts of Interest**

There were no conflicts of interest.

**7 Reports**

**7.1 Timaru District Council Annual Report 2019/20**

Council is still waiting for audit clearance from Audit NZ for the Annual Report 2019/20, this is expected by 4pm today.

At 9.05am, the meeting was adjourned until 4pm on 22 December 2020.

**Resolution 2020/77**

Moved: Cr Peter Burt

Seconded: Cr Paddy O'Reilly

That the meeting is adjourned until 4pm on 22 December 2020.

**Carried**

At 4.00pm the meeting recommenced:

**Present:** Mayor Nigel Bowen (Chairperson), Cr Peter Burt, Cr Sally Parker, Cr Richard Lyon, Cr Gavin Oliver (Via Video Link), Cr Steve Wills, Cr Allan Booth (Via Video Link)

**In Attendance:** Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Group Manager People and Digital/Acting Group Manager Community Services (Symon Leggett), Strategy and Corporate Planning Manager (Mark Low), Acting Chief Financial Officer (Sandy Hogg), Governance Advisor (Jo Doyle), John Mackey Audit New Zealand Director (Via Video Link)

**Resolution 2020/78**

Moved: Cr Steve Wills

Seconded: Cr Sally Parker

That apologies from Cr Barbara Gilchrist, Cr Paddy O'Reilly, Cr Peter Burt, Cr Stu Piddington be received and accepted for the reconvened section of the meeting.

**Carried**

**7.1 Timaru District Council Annual Report 2019/20**

The Acting Chief Financial Officer advised Council that three major changes have been made since the draft report was presented to Council last week.

- Correction to depreciation, reduced by \$830k in relation to revaluation;
- Debt Repayment to consolidated accounts, a \$2 shift within cash flow;
- Schedule 17 in relation to insurance on assets.

Audit NZ Director, John Mackey thanked Council for the flexibility to be able to adopt the Annual Report this afternoon. Has been a challenging audit, but a unqualified opinion has now been provided with 2 emphasis of matter relation to Covid-19 and its impact on investment property with Timaru District Holdings Limited.

Council was advised that when the Annual Report is adopted, the Mayor and Chief Executive are asked to execute the letter of representation that attests that everything has been provided to the auditor and all issues have been considered. The annual report process is then complete and the obligation to meet the statutory regulations is discharged.

**Resolution 2020/79**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

- 1 That Council receive and adopt the Annual Report 2019/20.
- 2 That the Letter of Representation is executed by the Mayor and Chief Executive.

**Carried**

**Attachments**

- 1 Notes to Annual Report amendments - Attachment to Council Minutes - 22 December 2020.
- 2 Risk and Audit - Comparisons of Annual Report Drafts - Attachment to Council Minutes - 22 December 2020
- 3 Audit NZ - Timaru District Council - Unmodified Audit Opinion - Attachment to Council Minutes - 22 December 2020
- 4 Signed Letter of Representation - 30 June 2020 - Attachment to Council Minutes - 22 December 2020.

**2 Consideration of Urgent Business Items**

There was no urgent business

**3 Consideration of Minor Nature Matters**

There was no urgent business

**4 Public Forum Items Requiring Consideration**

There was no public forum.

**The meeting closed at 4.07pm.**

.....  
**Mayor Nigel Bowen**  
**Chairperson**



**7.3 Minutes of the Tenders and Procurement Committee Meeting held on 21 December 2020**

**Author: Jo Doyle, Governance Advisor**

**Recommendation**

That the Minutes of the Tenders and Procurement Committee Meeting held on 21 December 2020 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 Tenders and Procurement Committee Meeting held on 21 December 2020**



# MINUTES

## Tenders and Procurement Committee Meeting Monday, 21 December 2020

Ref: 1403819

**Minutes of Timaru District Council  
Tenders and Procurement Committee Meeting  
Held in the Chief Executive's Office, District Council Building, King George Place, Timaru  
on Monday, 21 December 2020 at 3pm**

**Present:** Mayor Nigel Bowen (Chairperson), Cr Sally Parker, Cr Gavin Oliver  
**In Attendance:** Chief Executive (Bede Carran), Group Manager Infrastructure (Andrew Dixon), Drainage and Water Manager (Grant Hall), Water Services Stimulus Package Manager (Ashley Harper), Governance Officer (Jo Doyle)

**1 Apologies**

**Resolution 2020/19**

Moved: Chairperson Nigel Bowen

Seconded: Cr Sally Parker

That apologies from Cr Barbara Gilchrist be received and accepted.

**Carried**

**2 Identification of Items of Urgent Business**

There were no items of urgent business.

**3 Identification of Matters of a Minor Nature**

There were no matters of minor nature.

**4 Declaration of Conflicts of Interest**

There were no conflicts of interest.

**5 Consideration of Urgent Business Items**

There were no items of urgent business.

**6 Consideration of Minor Nature Matters**

There were no matters of minor nature.

**7 Exclusion of the Public**

**Resolution 2020/20**

Moved: Cr Sally Parker

Seconded: Cr Gavin Oliver

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>8.1 - Contract 2448 - Te Ana Wai Trunkmain Upgrade (Water Treatment Plant to Cave)</b>	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	Commercial sensitivity
<b>8.2 - Te Moana Water Treatment Plant-Negotiations for Contract 2497.</b>	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)	Commercial sensitivity  To enable commercial or industrial negotiations

**Carried**

### **Resolution 2020/21**

Moved: Cr Sally Parker

Seconded: Cr Gavin Oliver

That the meeting moves out of Closed Meeting into Open Meeting.

**Carried**

**8 Public Excluded Reports**

**8.1 Contract 2448 - Te Ana Wai Trunkmain Upgrade (Water Treatment Plant to Cave)**

**8.2 Te Moana Water Treatment Plant-Negotiations for Contract 2497.**

**9 Readmittance of the Public**

**The Meeting closed at 3.14pm**

.....  
**Mayor Nigel Bowen**  
**Chairperson**

## 8 Schedules of Functions Attended

### 8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors

**Author:** Alesia Cahill, Executive Assistant to the Mayor

**Authoriser:** Nigel Bowen, Mayor

#### Recommendation

That the report be received and noted.

#### Functions Attended by the Mayor for the Period 6 December 2020 to 30 January 2021.

<i>6 December 2020</i>	Judged Prime Port Timaru Christmas Parade
<i>7 December 2020</i>	Hosted Temuka Community drop in session Attended Venture Timaru AGM
<i>8 December 2020</i>	Attended Extraordinary Tenders and Procurement meeting Attended Audit and Risk Committee Attended Council workshops
<i>9 December 2020</i>	Hosted Timaru Community drop in session Attended Federated Farmers workshop
<i>10 December 2020</i>	Attended and presented at Craighead School annual prize giving
<i>12 December 2020</i>	Spent time at City Hub stall at Timaru Farmers market Gave Mayoral address at Christmas on the Bay concert
<i>15 December 2020</i>	Attended Council workshops Chaired People and Performance committee meeting Led Citizenship Ceremony Chaired Council meeting
<i>16 December 2020</i>	Hosted Pleasant Point Community drop in session Hosted Geraldine Community drop in session Attended the Peel Forest Outdoor Centre Board and Management meeting
<i>18 December 2020</i>	Attended Pleasant Point Christmas Parade
<i>20 December 2020</i>	Attended and Opened Carols by Candlelight
<i>21 December 2020</i>	Attended Tenders and Procurement Committee meeting
<i>11 January 2021</i>	Attended opening at Timaru Medical Clinic
<i>19 January 2021</i>	Attended Council workshops
<i>22 January 2021</i>	Spoke to OJ on the Breeze for Mayoral Musings

In addition to these duties I met with 25 members of the public on issues of concern to them.

**Functions Attended by the Deputy Mayor for the Period 6 December 2020 to 30 January 2021.**

*19 December 2020*      Hosted St Marys Carols service

**Attachments**

**Nil**

**8.2 Schedule of Functions Attended by the Chief Executive****Author:** Jacky Clarke, Executive Assistant to Chief Executive**Authoriser:** Bede Carran, Chief Executive**Recommendation**

That the report be received and noted.

**Functions Attended by the Chief Executive for the Period 7 December 2020 to 29 January 2021.**

<i>7 December 2020</i>	Attended Three Waters Service Delivery Review Meeting Attended Venture Timaru Annual General Meeting
<i>8 December 2020</i>	Attended Tenders and Procurement Committee Meeting Attended Audit and Risk Committee Meeting Attended Council Workshops Attended Prime Port Timaru End of Year Function
<i>10 December 2020</i>	Meeting with Chief Executive Prime Port Timaru Attended Timaru District Holdings Limited Board Meeting Attended Chamber of Commerce Business After Five Event
<i>11 December 2020</i>	Attended opening of Aigantighe Art Exhibition
<i>14 December 2020</i>	Attended Ethics Training
<i>15 December 2020</i>	Attended Council Workshops Attended People and Performance Committee Meeting Attended Citizenship Ceremony Attended Council Meeting
<i>16 December 2020</i>	Attended Three Waters Reform System Design Reference Group Meeting
<i>18 December 2020</i>	Attended Meeting with General Manager Arowhenua Marae
<i>21 December 2020</i>	Attended Tenders and Procurement Committee Meeting
<i>22 December 2020</i>	Attended Council Meeting
<i>12 January 2021</i>	Meeting with South Canterbury Manager Environment Canterbury Meeting with General Manager Timaru District Holdings Limited
<i>13 January 2021</i>	Meeting with representative Aoraki Environmental Consultants Limited Meeting with Acting Deputy Chief Executive Department of Internal Affairs
<i>15 January 2021</i>	Meeting with representatives of Environment Canterbury and Alliance Group Limited



<i>19 January 2021</i>	Attended Council Workshops
<i>20 January 2021</i>	Meeting with representative of Ara (Te Pukenga)
<i>22 January 2021</i>	Attended Theatre Royal/Heritage Facility Steering Group Meeting
<i>25 January 2021</i>	Attended Canterbury Chief Executives Forum
<i>26 January 2021</i>	Attended Tenders and Procurement Committee Meeting Attended Council Workshops
<i>27 January 2021</i>	Attended Meeting of Society Of Local Government Managers'

Meetings were also held with various ratepayers, businesses and/or residents on a range of operational matters.

**Attachments**

Nil

## 9 Reports

### 9.1 Affixing of the Common Seal

**Author:** Jo Doyle, Governance Advisor

**Authoriser:** Bede Carran, Chief Executive

#### **Recommendation**

That the affixing of the Common Seal to the following document be noted:

14 January 2021          Warrants of Appointment

#### **Purpose of Report**

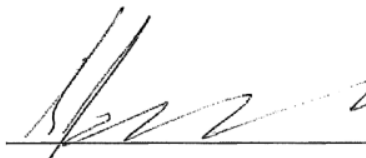

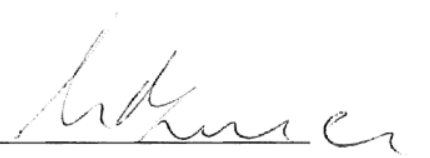
- 1 To report the affixing of the Common Seal to Warrants of Appointment.

#### **Attachments**

1. Use of Common Seal - Warrants - Council Meeting 9 February 2021 [!\[\]\(609f3372828e3526d7ce4ba9a1b5248e\_img.jpg\) !\[\]\(43feb9e0a79707a6447da1ea973c9814\_img.jpg\)](#)

**Approval of Warrants**

I, Bede Carran, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 8.2.2 of the Timaru District Council delegations manual to appoint and authorise the Council Officers listed in the table below, and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attached warrants.

    
Bede Carran Nigel Bowen

14/1/2020  
Date

14.1.21 - Parking Warden

**9.2 Contracts Let From Tenders and Procurement Committee**

**Author:** Jo Doyle, Governance Advisor

**Authoriser:** Andrew Dixon, Group Manager Infrastructure

**Recommendation**

That the following information on a contract let by the Tenders and Procurement Committee, be received.

Contract Description	Number of Tenders	Price Range	Successful Tenderer and Price
Contract 2448 –Te Ana Wai Trunkmain Upgrade (Water Treatment Plant to Cave)	4	\$7,321,956.53 to \$10,766,926.66	Rooney Earthmoving Limited \$7,321,956.53

Tenders were evaluated using weighted attributed method.

All prices exclude GST

**Purpose of Report**

- 1 To advise of contracts let by the Tenders and Procurement Committee.

**Attachments**

Nil

### 9.3 Rating Revaluation

**Author:** Donna Cross, Group Manager Commercial and Strategy

**Authoriser:** Bede Carran, Chief Executive

#### Recommendation

That Council note and receive this report.

#### Purpose of Report

- 1 For Quotable Value to present the outcomes of the 2020 Rating Valuation to Council.

#### Assessment of Significance

- 2 While the revaluations are highly of interest to property owners, the matter of this presentation is considered of low significance in respect of Council's Significance and Engagement Policy.

#### Discussion

- 3 Quotable Value will be in attendance to provide an overview of the rating valuation it carried out in 2020.
- 4 By way of background the valuation of properties for rating purposes is governed by the Ratings Valuation Act 1998. The Council is required to revise its district valuation roll at intervals of not more than 3 years by revaluing every rating unit within its district to ensure that the roll represents values current as at the date of the revaluation. Quotable Value undertake this engagement on Council's behalf. The last revision of the valuation roll was 1 September 2017.
- 5 The valuation will be used as a basis for the allocation of land value based rates for the 2021/22 - 2024/25 Annual Plans.
- 6 The valuation is carried out by Quotable Value as part of their contract for provision of rating valuation and database management services. Quotable Value has now completed the valuation and the valuation has been audited by the Office of the Valuer General. Prior to the revaluations being used for rating purposes the Valuer General's approval must be given. The Valuer General has now given this approval, and the revised values may now be used for rating purposes.
- 7 The effective date for the valuation is 1 September 2020 (but will not impact rates until the new rates' year, commencing 1 July 2021).
- 8 Notices of the revised valuations to property owners will be lodged on 10 February 2021 and property owners have a right to object to their revised valuation. There is an established process for objections and this process is also undertaken by Quotable Value. The closing date for objections is 19 March 2021.

#### Attachments

Nil

#### 9.4 Draft Business Improvement District Policy

**Author:** Donna Cross, Group Manager Commercial and Strategy

**Authoriser:** Donna Cross, Group Manager Commercial and Strategy

##### **Recommendation**

That Council:

1. Receives the Report: Draft Business Improvement District (BID) Policy;
2. Confirms its request for Council Officers to develop a Business Improvement District (BID) Policy for Council's consideration, following engagement with members of the Central Business District;
3. Instructs Council Officers to commence a three week consultation on the draft Business Improvement District (BID) Policy as set out below, and incorporating any changes requested by Council.

##### **Purpose of Report**

- 1 This report provides Council with the framework to establish a Business Improvement District (BID) policy, being a mechanism to impose a targeted rate on selected commercial properties to fund mutually agreed work programmes.

##### **Assessment of Significance**

- 2 This decision is subject to the Significance and Engagement Policy due to the potential financial impact on the Council's rating levels of its communities.
- 3 It is proposed that consultation on the draft policy itself will occur as set out below.
- 4 Once a BID Policy is adopted, the establishment of any BID will require further consultation with affected communities as noted in the policy.

##### **Background**

- 5 Business Improvement District (BID) programmes enable businesses within a defined geographic area to work with their local community, the Council, and other key stakeholder organisations to improve their local business environment.
- 6 As part of establishing a BID, the BID Association is required to undertake a robust planning and engagement process to scope a programme of works and budget, and to apply to Council to include and a targeted rate through its annual plan process. The intention is that for an approved BID, a targeted rate would be set and collected by Council and distributed to the BID Association to fund the agreed BID programme.
- 7 The methodology to determine the rating structure is dependent on the composition of the BID. The three options as identified in the policy are assessed by Council with Council retaining the right, as rating authority, to select its preferred methodology.

**Discussion**

- 8 Business Improvement Districts (BIDs) are a method adopted by many Local Authorities to work with specific commercial communities to assess and develop their environs to generate economic growth and development through place-shaping, infrastructure development, engagement and education.
- 9 This policy provides direction on how to establish a BID programme and Council's expectations as to how a BID programme should function and be monitored.
- 10 Council should assist with the establishment of a BID programme and support the implementation of the programme to leverage the contribution local communities make to the economic wellbeing of the district as a whole, while remaining cognisant of the social, environmental, and cultural drivers they are responsible for.
- 11 The BID programme also provides a mechanism to advocate to Council for appropriate infrastructure, facilities and services to support business activity and to have a business perspective to inform Council policies and initiatives.
- 12 A BID programme is a form of public / private partnership. The operator can develop projects that attract assistance and may be in partnership with Central Government and / or Council or other agencies and organisations.
- 13 A key feature of the BID programme is the ability to secure sustainable funding through non-residential properties within a defined BID programme area paying a targeted rate. The rate is collected by Council and passed onto the organisation running the BID programme to fund its work programme.
- 14 A BID programme should, however, be more than a purely financial relationship between the parties; it should provide opportunities to develop collaborative approaches to achieve mutual development goals and outcomes.
- 15 There is a high level of governance requirement, along with accountability objectives and expectations to provide a high level of confidence in any BID programme agreed to by Council.

**Options and Preferred Option**

- 16 The options considered are:
  - a) To approve officers proceeding with a consultation on the draft Business Improvement District (BID) policy, to enable a final policy to be brought back to Council for adoption - such a policy allows for focused and targeted rating on identified commercial properties that will directly contribute to and benefit from that funding mechanism. This option enables, through partnering and funding, applicant business communities who can establish a mandate, to lead and implement approved improvement initiatives specific to their business area, where aligned to Council's strategic direction and community outcomes sought.

The policy provides a framework around which programmes of work, and the operator promoting the BID, are assessed and monitored through the life-cycle of each BID. Council continues to retain control of the BID process, with reporting and accountability mechanisms in place.

Please note items within the policy that Officers wish to discuss with Council, so that the draft can be updated prior to consultation, include:

- (i) The method for apportioning the rating requirement and the concept of using capital value for some methods;
  - (ii) The voting threshold for the establishment of a BID (options are detailed within the policy);
  - (iii) Any limits on increasing a targeted rate for a BID in subsequent years;
  - (iv) Voter eligibility and participation as between the owner and any tenant;
  - (v) Any other matters raised by Council.
- b) To not pursue a BID Policy further at this time. Retain governance and management responsibility for the planning and delivery of rates funded activities for business districts within the wider District.

### **Consultation**

- 17 Early engagement has been undertaken between Council and the representatives of the Central Business District (CBD) Group. The CBD Group have expressed their interest in working with Council in the development of both policy and the establishment of Timaru's first Business Improvement District.
- 18 To progress the draft policy further, officers would undertake a 3 week public engagement/consultation process inviting feedback from the public, stakeholders such as the CBD group, and Community Boards.
- 19 Any impact on Rates, general or targeted, requires consultation through the Annual or Long Term Plan process. The policy provides and requires a means for consultation through the draft Long Term Plan process. In parallel with this consultative process, the adoption of this policy enables prospective BID operators to further engage with their communities to begin the process of a BID establishment noting that Council is not bound to entertain or commit to any specific BID request irrespective of having a policy in place.

### **Relevant Legislation, Council Policy and Plans**

- 20 Local Government (Rating) Act 2002
- 21 Local Government Act (2002)

### **Financial and Funding Implications**

- 22 The Financial and Funding implications are subject to criteria contained in the Local Government (Rating) Act 2002 being the imposition of a targeted rate on a specific group of the community. Council's involvement is in the rating, collection and distribution of funding based on that targeted rate. Other than the management of the funding distribution and operator assessment, Council does not incur any other expenditure in respect to this funding mechanism.
- 23 Additionally, there would be an administrative and management cost to council associated with the establishment and ongoing oversight and monitoring of any BIDs.

### **Other Considerations**

- 24 To establish this policy, a review of Business Improvement District (BID) policies currently adopted by Auckland Council, Wellington City Council and Christchurch City Council has been undertaken. While operating under varying BID structures, and levels of complexity, the



policies of these councils remain consistent in both content and approach. The proposed Timaru District Council Business Improvement District (BID) policy has been structured to be aligned with these operative examples.

### **Attachments**

- 1. Draft Business Improvement District Policy February 2020 PDF** [↓](#) 

# Business Improvement District (BID) Policy



**Approved by:** Timaru District Council

**Date approved:**

**Keywords:** Business Improvement District; Targeted Rate;

## 1. Purpose and definitions

- 1.1. The purpose of this policy is to:
  - a. provide guidance for prospective and established BID programmes and explains the requirements and responsibilities of the Timaru District Council BID programme.
  - b. be "enabling" rather than "requiring". Any initiation of a BID programme will come from a business community rather than being initiated by Council.
  - c. provide clear guidance but also to be flexible enough to enable innovative solutions to local requirements to be explored and implemented.
- 1.2. This policy addresses:
  - a. Roles and responsibilities of relevant parties;
  - b. Objectives that a BID programme must meet;
  - c. Processes required to establish a BID programme;
  - d. General operation requirements of a BID programme;
  - e. Monitoring and reporting of performance of a BID programme.
- 1.3. The Policy will be reviewed at least every five years to ensure it continues to meet the needs of the business community, relevant other stakeholders, and Council.
- 1.4. In this Policy:
  - a. BID means Business Improvement District;
  - b. BID Association means a legal entity constituted to administer the BID.

## 2. Background

Business Improvement District (BID) programmes enable businesses within a defined geographic area to work with their local community, the Council, and other key stakeholder organisations to improve the local business environment.

Working together can create stronger town centres and business districts that are better positioned to take advantage of economic opportunities and are resilient to economic shocks and disruptions.

Town centres are about people and their needs; they are places with a history and a community story and connectivity. They provide convenience, choice, value, comfort, leisure, entertainment, connectivity and cohesion. Centres are about place-making and place-making is about communities having ownership, a sense of belonging, and pride.

This policy provides direction on how to establish a BID programme and Council's expectations of how a BID programme should function.

Council can assist with the establishment of a BID programme and support the implementation of the programme to leverage the contribution local communities make to the economic wellbeing of the district as a whole, while remaining cognisant of the social, environmental, and cultural drivers.

The BID programme also provides a mechanism to advocate to Council for appropriate infrastructure, facilities and services to support business activity and to have a business perspective to inform Council policies and initiatives.

A BID programme is a public / private partnership. It can develop projects that attract assistance and may be in partnership with Central Government and / or Council or other agencies and organisations.

A key feature of the BID programme is the ability to secure sustainable funding through non-residential properties within a defined BID programme area paying a targeted rate. The rate is collected by Council and passed onto the organisation running the BID programme to fund its work programme.

A BID programme should, however, be more than a purely financial relationship between the parties; it should provide opportunities to develop collaborative approaches to achieve mutual development goals and outcomes.

Establishing a BID programme takes time and engagement and requires considerable effort, resources and commitment. A successful BID programme is characterised by the willingness of members to get involved in the development of their area, of which they have a thorough and intimate understanding, along with a belief in the philosophy of self-help.

While it is expected a BID programme will be operated by a business association, Council will consider alternative organisations to be the BID programme operator. An example is where a new entity may be established with representation from the business association and other local key business interests.

### 3. Bid Programme Purpose and Value

A BID programme creates a partnership enabling Council, the relevant community board where appropriate, and a BID programme operator to develop, formalise, and enhance relationships between local businesses and Council. This relationship is a key element for successful local economic development and enhancing business prosperity.

The value of a BID programme can accrue to the partners involved in a variety of ways, including:

#### 3.1. For the BID Association

- Increases business prosperity for members, through the provision of services, support, advocacy and initiatives that enhance the local business environment.
- Provides regular and sustainable funding. This enables delivery of initiatives identified in the operator's strategic and business plans and provides value to members over a longer period than is usually possible when operating on a voluntary basis.
- Is aimed at growing business returns, leading to increased business turnover, increased profit, increased property values, ability to reinvest for further growth.

The requirements and expectations of a BID Association are covered in this Policy.

#### 3.2. For Community Boards (where applicable):

- Community Boards and local businesses have a common interest in a particular place and share similar goals. Working collaboratively is likely to promote better local outcomes for businesses and for the local community.
- Enables a Community Board to engage with the local business sector in a coordinated way. It encourages local business investment, promotion and local economic development.

#### 3.3. For Council

- Enables Council to engage with local business sector in a coordinated way. It encourages business investment, promotion and economic development.
- The BID programme promotes outcomes Council is seeking in its relevant strategies and plans.

Council's role and expectations are covered by this Policy.

#### 4. Alignment with Council Strategies and Plans

- 4.1. BIDs can be an important element in contributing towards delivering Council's strategic objectives, including those identified in economic and urban development strategies. These objectives and strategies will be reviewed from time to time to ensure the direction of Council is aligned with both legislative and community need therefore balances the required demands of economic, social, environmental and cultural outcomes as these may vary. BID proposals must remain conscious of operative strategic objectives, along with the consequence of changes to these as signalled through Council's consultative processes.
- 4.2. The strategic goals underpinning these strategies include:
- Attracting, retaining and growing investment, creating jobs, and supporting sustainable growth in the Timaru district;
  - Strengthening the vibrancy and multi-functional nature of centres, including bolstering their role as social and community focal points; public transport hubs; integrated places of living and working; entertainment centres; recreation hubs; and a general focal point for local services.
- 4.3. The business plan for any BID will clearly set out how it supports the priorities underpinning these strategies and plans. The planning of the BID programme should be cognisant of the key Timaru District Council planning and policy documents, including but not limited to the following:
- a. **Long Term Plan:** Any BID process will impact on Council's Long Term (LTP), and Annual, planning process and cycle. Both a BID proposal and the LTP require consultation. It is possible for both consultation processes to operate in parallel with the LTP signalling a potential targeted rate, and the BID consultation supporting or otherwise the setting of that rate along with the implementation of the resulting programme. Any BID proposal will need to demonstrate alignment to the proposed LTP strategy and direction.
  - b. **Timaru District Plan:** The Timaru District Plan details the objectives, policies and rules that manage land use and subdivision activities in the district. Any BID proposal must align with the operative District Plan.
  - c. **City Hub Strategy:** A City Hub Strategy is being developed to define the vision and identify the various elements that contribute to the vitality of the Timaru Central Business District (CBD). The City Hub Strategy is intended to:
    - a. Define the vision of the City Hub;
    - b. Identify elements that contribute toward achieving the vision thorough community and stakeholder engagement;
    - c. Develop the objectives and methods to achieve each element acting as a guide to Council, stakeholder groups including owners, developers and infrastructure providers.
- 4.3.4 **Timaru townships master planning (where applicable):** Any current or proposed local town plan or (re)development initiative concerning the areas of Geraldine, Pleasant Point and Temuka, along with their environs may be

considered a future BID potential. This policy is intended to provide scope for the possibility of a BID programme initiated in these Community Board precincts.

#### **4.4. Strategic Priorities and Community Outcomes**

Council's strategic priorities and community outcomes or community wellbeing outcomes are statements in its Long Term Plan describing how Council sees Timaru both now and in the future. The community outcomes/community wellbeing outcomes cover the full range of community well-beings and, as with all plans, strategies and objectives, these will be reviewed by Council from time to time. Any BID programme should align with Council's strategic priorities and community outcomes/community wellbeing outcomes in its Long Term Plan.

### **5. Objectives and Programme Scope**

**5.1.** All BID programmes should develop an in-depth understanding of the particular needs of their business community. The BID policy allows for a wide range of activities that could be undertaken with the provision that the activities:

- Align with Timaru District Council strategic objectives and priorities including community outcomes/community wellbeing outcomes;
- Are relevant for the business community;
- Are not already being undertaken as part of Council's responsibilities under the general rating provision.

**5.2.** BID Associations must prepare a Strategic Plan (three to five year) and Annual Business Plan that detail the priorities, work programme and projected budget. A BID Association can choose to focus their initiatives in any direction that best supports the aims and objectives of the BID programme members.

#### **5.3. Programme activities:**

- a. Activities that a BID Association may choose to undertake within their local area could include, but are not limited to:
- Advocating to local and central government and agencies.
  - Promoting their area to prospective new businesses.
  - Collective marketing and promotion.
  - Enhancing the street environment (for example, providing additional cleaning services, beautification projects, promoting safety and security).
  - Business development, mentoring, networking and training.
  - Sustainability and resilience planning.
  - Enhancing the urban form (for example, heritage projects or improving the accessibility of businesses).
  - Collective purchasing agreements.

- Running or hosting events.
  - Providing services to members or wider - cutting costs for members and/ or generating revenue.
- 5.3.2 Council will provide details of the capital projects and levels of service it has committed to deliver through its existing work programme and funded from rates. This information is available through Council's Annual / Long Term Plan consultation process.
- 5.3.3 There may be opportunities for Council to advise the business association or other organisation of enhancements to planned capital projects or increased levels of service that are prioritised by the community but not budgeted in Council's existing work programme that the business association or other organisation may wish to consider as a BID project.
- 5.3.4 While Council will always negotiate in good faith, any change to the levels of service or service delivery approach will be at Council's discretion as it must always consider the interests of the wider community and maintain its ability to deliver cost-effective services.
- 5.3.5 Where a project proposed by a BID programme operator impacts the public realm, the BID Association will first consult with the affected community on the proposed project. Following consultation, Council will consider whether to approve the proposed project, following any required consultation.

#### **5.4. Memorandum of Understanding**

A Memorandum of Understanding (MOU) between the Council and the BID Association defines the relationship between the parties as they work towards the establishment of a BID programme. The MOU is a precursor to an eventual Partnering Agreement and when the BID is established may remain in parallel with the Partnering Agreement. The MOU may have an agreed timeframe and can be varied by agreement between the parties.

#### **5.5. Partnering Agreement**

A Partnering Agreement between Council and the BID Association is required. It formalises the agreement to work together within Council BID policy framework (to be established) and details the fixed aspects of the relationship.

The Partnering Agreement has a defined lifespan and is signed by both Council and the BID Association.

### **6. Establishing a BID**

A minimum threshold (indicatively 25% of ratepayers within the proposed BID) is established to determine provisional acceptance from the relevant business community. The proposed BID operator will recommend and then Council will determine that threshold relative to each

BID proposal. The potential BID proposer will undertake initial consultation with the relevant business community on the potential range of services a BID could undertake to determine its level of support for forming a BID. If there is sufficient support, greater than the minimum threshold agreed by Council, then the following is required to be undertaken by the BID Association to establish a BID (however note as the rating authority, Council will be guided in its decision-making by the ballot result but is not bound by the ballot result):

- a. Confirm the district boundaries where the targeted rate would apply.
- b. Develop a business plan outlining the proposed activities that will be funded by the targeted rate and which comply with BID policy.
- c. Agree the level of targeted rate required to support the BID budget and the basis for its collection;
- d. Agree a constitution and establish a legal entity to administer the BID. Council should be consulted on the constitution;
- e. Develop a voting register of eligible businesses within the district;
- f. Undertake full consultation on the targeted rate and the planned activities and complete an establishment vote with a majority vote of all potential rated parties supporting the BID;
- g. Undertake an initial Annual General Meeting, adopting the constitution, appointing board members and officers and approving the business plan;
- h. Apply to Council for a targeted rate, with the following supporting documents:
  - Evidence of mandate from voters;
  - A business plan which is aligned with Council priorities;
  - An approved constitution for the entity.
- i. Gain approval of the targeted rate for the BID in the Council Annual or Long Term Plan process. Note that the previous steps need to be completed in sufficient time so that steps 8 and 9 can be completed to meet the Annual / Long Term Plan timelines.

#### **6.1. Considering a BID**

Discussions to explore the establishment of a BID may be initiated at any time by any interested party. A key factor to support these discussions will be evidence that there is sufficient support from the community to sustain the challenge of establishing and operating a BID.

#### **6.2. Initial Consultation**

One of the first steps is to undertake initial consultation with key stakeholders within, and potentially outside, the proposed area. For example, these stakeholders might include owners of businesses, land owners and ratepayers, local or central government agencies within the proposed BID, or interested community groups.

This consultation could include a public meeting to communicate the proposal to establish a BID, the area proposed to cover, and its potential objectives and activities.



Following this initial consultation, the group proposing the BID will give feedback to Council on the response received, and whether they wish to proceed with establishing the BID.

### **6.3. BID Boundaries**

In the first instance, Council will allow those proposing a BID to determine the boundaries within which the targeted rate will be collected. However, should Council disagree on the proposed boundaries, Council's decision is final, as it is Council which takes responsibility for the targeted rate.

### **6.4. Setting the targeted rate**

The Local Government (Rating) Act 2002 gives Council authority to set a targeted rate for an activity such as a BID. The level of the rate needs to be sufficient to support the BID programme of activities. The BID must agree the total budget required for the programme with its members at an AGM and advise Council that the BID targeted rate be included in the Annual / Long Term Plan of Council.

General consultation occurs as a consequence of Council's LTP or annual plan process and reflected in the rating policy and draft budgets. The BID consultation may occur in parallel with the LTP or annual plan process as noted in Council plan and strategy alignment.

### **6.5. Rating Options**

Council staff will work through the different rating options on a case by case basis. The BID proposer should first recommend to Council their preferred methodology along with the supporting rationale, based on the following options. Council staff will assess the options based on the following, with that recommendation informing the LTP/annual plan and BID consultation processes.

The three options for calculating the targeted rate collection are:

#### **a. Proportional value method:**

Under the proportional value method, the total amount of the targeted rate to be collected is divided by the [capital value] of the properties within the collection area. As a result, larger [capital value] properties pay a greater proportion of the targeted rate. Every property will therefore be paying a different BID targeted rate amount.

This method is preferable where owners (or their tenants) with more valuable areas of land or businesses will gain significantly more from the BID programme than those with less valuable areas of land or smaller businesses.

#### **b. Flat rate method:**

Under the flat rate method, Council applies a flat rate for every rateable business within the BID programme area.

This method is used where there is little difference between the size of the businesses within the boundary or the likely benefits from BID programme.

#### **c. Hybrid method:**

The hybrid method involves setting a flat rate per business and a proportional rate based on capital value.

This method is most appropriate where there are a large number of small businesses balanced by a smaller number of large businesses operating within the BID area. The advantage of this approach is that it evens out the impact of the targeted rate across all businesses and ensures the larger businesses pay a higher amount proportional to their value.

The hybrid rating method is often the preferred approach for a BID targeted rate.

#### **6.6. Minimum targeted rate revenue**

This policy is able to apply district-wide and is therefore flexible enough to accommodate the aspirations of all business districts to enter into a BID Programme.

To encourage the participation of business districts, regardless of size, this policy does not include a minimum rate revenue requirement. Council will consider all proposals to establish a BID on the basis of the benefits to be delivered to business and property owners who will pay the targeted rate being sufficient for them to agree to a BID programme being established and a ballot being held that delivers the required mandate.

#### **6.7. BID Term**

The term of the BID will be agreed by Council based on the BID proposal including the programme of works or initiatives to be undertaken. This term is initially established via the Partnering Agreement. This is subject to Council resolving to set a targeted rate for the BID each year beyond the initial year.

The continuation of any targeted rate will be a consideration through Council's Annual and LTP consultation processes, and the on-going effectiveness of the BID programme itself.

#### **6.8. Limit to BID targeted rate increase**

Once a BID is established, the maximum increase or decrease in the total targeted rate requirement compared to the previous year is generally [X] per cent of the existing targeted rate amount.

Council may agree to a change outside these parameters and in so doing may also require a ballot as part of the decision-making process.

#### **6.9. Additional revenue**

BID programme operators are encouraged to generate additional income to supplement targeted rate funding. Examples of additional revenue streams include grants, sponsorships, business ventures and providing services to paying customers.

#### **6.10. Constitution of a legal entity**

Before a BID can be established and approved, a legal entity to administer the BID must be established and registered. In many cases, an incorporated society structure is used. Council will not set a rate without evidence that the BID Association has been legally

constituted and a constitution has been developed in consultation with the community, Council should be consulted on the BID Association’s constitution before registration.

**6.11. Developing a list of owners and occupiers**

A list must be compiled of owners and occupiers within the agreed boundaries of the BID. Businesses occupying, but not owning property, will need to be identified as interested or affected stakeholders. Council will compile property owner details and the list will form the basis of the voter register. **[clarification of voting rights as between owner and occupier to be included].**

Business owners who operate their businesses from residentially rated property within the proposed BID area will be identified for Council to determine whether or not they will be rated under the BID.

The following are not covered under this policy, will not be on the voter register and will not become liable for the targeted rate:

- private (non-business) residents;
- properties owned by either local or central government (wholly or proportionally) including educational facilities, government offices and any property not attracting a commercial rate;
- business owners whose registered office is within the BID but who do not own a property or operate a business within the BID (for example, businesses who use their accountant’s address, or businesses who have mail delivered to a relative or friend running a business within the BID).
- Business owners who lease, rent or hire a very small area of commercial property (i.e. less than 10 square metres) within the BID area, who do not permanently run their businesses from that address, and who appear to have taken on the liability primarily in order to gain BID membership and voting rights.
- [The owners of any property that, under the Council's Rate Remission Policy, will not pay the targeted rate.]

[Owners of properties that, under the Council's Rate Remission Policy, will pay a portion of the targeted rate will be included on the list of eligible voters.]

New properties or redeveloped properties liable to pay the BID targeted rate and appearing in the BID area during any financial year will not be rated until the following financial year. These properties have the impact of redistributing the existing total BID targeted rate collected.

**6.12. Creating the voter register – eligible voters**

Every owner [and occupier] within the proposed district must be contacted to determine who will be registered as a voter on the final voter register.

This policy is based on the principle of 'one rating unit one vote'. An individual or entity owning multiple properties will be entitled to one vote for each rating unit.

If the owner [and/or occupier] is an individual, that person should be registered as the voter unless they nominate someone else to act on their behalf. All future communication from those proposing the BID or the eventual BID Association must be addressed to that nominated individual, unless the owner or occupier subsequently communicates a desire to nominate a different representative to the BID Association.

If the owner [and/or occupier] is not an individual, those proposing a BID must communicate with the owner's management and request the name of a nominated representative to register as a voter.

All registered voters automatically qualify to become members of the BID.

Once established, it is the responsibility of the BID to maintain and update the membership register.

## **7. Balloting, or Polling, of affected parties**

Before agreeing to impose a BID programme targeted rate, Council requires evidence of an appropriate level of support for the BID programme and the targeted rate from those affected. This is sought through a formal ballot for key BID programme decisions, outside the Local Electoral Act 2001.

**7.1. Types of Polls:** A ballot must be held in the following circumstances:

### **a. Establishing a BID**

Affected property owners [and businesses] are balloted when a BID programme is proposed to be established to ensure there is appropriate support for the proposal and in particular for the levying of a targeted rate. This is known as the Establishment Ballot.

### **b. Change to the BID boundary**

When a BID area is proposed to be expanded, the BID Association can apply to Council for a list of property owners in the additional area, and arrange for a ballot to be conducted in the expansion area only.

In the event of a BID area being reduced, a ballot is conducted over the whole BID area because this change will result in a reduction in targeted rate revenue and/ or an increase in targeted rate per remaining property.

When BID areas are proposing to amalgamate a poll is conducted over the whole proposed BID area.

### **c. Dissolving a BID**

This may be called by the BID programme operator or its members according to the constitutional rules of the organisation or any process

included in the Memorandum of Understanding or Partnering Agreement with the Council. The Council does not need a disestablishment poll to stop setting a targeted rate.

**d. Change to the rating mechanism**

In the event of a proposal to change the rating mechanism, a ballot is conducted over the whole BID area because this change will result in changes to the targeted rate per property.

**7.2. Eligible voters**

Refer to 6.12 Creating the Voter Register.

**7.3. Parties ineligible to vote**

The following will not be on the list of eligible voters and will not be able to vote in a BID ballot include those listed in the bullets under paragraph 6.11.

[Owners of properties that, under the Council's Rate Remission Policy, will pay a portion of the targeted rate will be included on the list of eligible voters.]

**7.4. Ballot process**

The BID Association is responsible for the cost of running a ballot process. Ballots will be coordinated either by an appointed election services provider approved by Council, or if able and agreed to by Council the Council's electoral officer.

Voting will be by postal and/ or online ballot. The method of voting is at the Council's discretion.

The electoral officer, or independent election service provider, will provide the following material to all eligible voters:

- information outlining the BID proposal;
- information on the proposed BID area if the poll is to establish a new BID or an increase or decrease of an existing BID area; it must include a map of the proposed BID area;
- ballot form approved by Council;
- contact update form including the name of the current nominated representative of the business.

The period between the sending of ballot papers, and close-off for return of ballots shall be at least three weeks.

The electoral officer or independent election service will place at least two advertisements about the poll in local newspapers, at least seven days apart, with the last advertisement a minimum of three days before the poll closes.

**7.5. Informing voters**

The BID proponent group BID Association must inform eligible voters of the key issues to be decided. Information provided must include, but is not be limited to:

- a map showing the proposed BID area
- the cost of the targeted rate to be set and assessed per year and an indication of the cost for example properties
- the objectives of the BID as detailed in their strategic and business plans
- the benefits expected to be provided by the BID programme
- the names of the BID proponents
- any reasons for a proposed change to an existing BID area

The BID proponent group or BID Association must advise of and hold at least one information meeting, open to all interested parties, no less than 10 days before the ballot closes.

Additional methods should be used to inform eligible voters of the vote, such as face-to-face meetings, email or newsletters.

A BID proponent group or BID Association must consult with the Council on the timing of a BID ballot. Ballots must be completed in sufficient time so they can be ratified by the Council and any changes included in the Council's Long Term Plan or Annual Plan process.

#### **7.6. Proxy and absentee voting**

Proxy voting is not permitted. Eligible voters who will be absent from their registered addresses during the period of the ballot, but who wish to vote, should provide a forwarding address to the BID proponent group or BID Association to enable voting papers to be sent.

#### **7.7. Non-registered eligible voters**

The BID proponent group or operators should use their best endeavours to ensure all eligible voters in the BID area are on the eligible voters list. In the event that an individual believes they are entitled to vote, but are not on the eligible voters list, the Council's electoral officer shall determine the status of the individual and whether a ballot should be issued to that individual.

#### **7.8. Mandate**

It is a goal of the BID poll to achieve:

**OPTION A: a majority of votes from the eligible voter register, rather than voting participants being in favour of the proposition; OR**

**OPTION B: a [25%] voting return from eligible voters for that poll; and with the majority of those votes to be in favour of the proposition. (This majority must be by number of eligible voters voting in the poll, and those voting in favour must also represent the majority of rating valuation of those voting). This ensures that the vote has a high level of participation and has majority support by both larger and smaller entities within the district.**

The higher the level of the voting return achieved by the ballot, the greater the level of assurance for Council in any decision to support, or not support, the introduction of a BID programme and therefore a targeted rate.

As the rating authority, Council will be guided in its decision-making by the ballot result but is not bound by the ballot result.

**7.9. Confirming the result**

The electoral officer or independent election service will receive, count, and verify all returned ballot papers. It will then report the result of the ballot to the BID proponent group or operator and Council officers.

**7.10. Failure to secure a mandate**

In the case of an establishment poll there is a minimum two year stand down period, commencing from the ballot date, before a new establishment poll can be held. The BID proponent group or operator may continue to build support but cannot hold a ballot.

In the case of a poll to alter an existing BID boundary or to dissolve a BID there is a minimum stand down period of one year before a new poll can be held.

In a situation where unusual or unexpected circumstances may be considered to have influenced the ballot result, Council officers, Community Board members where applicable, and BID proponent group or operator should work together to formulate the most appropriate way forward.

**8. Success and accountability**

**8.1. Success Factors**

Council will help support BID programmes to successfully meet their goals and objectives. Council sets the policy framework for the programme but it is the responsibility of the BID Association to ensure their BID programme is a success.

BID programme success is dependent on three key factors.

**a. Effective governance**

Providing vision, strategy and decision making is critical and the responsibility of the BID programme executive committee. The committee is responsible for setting the strategic direction of the BID programme, accountability, and for ensuring that the management of the BID programme is effective and setting key performance indicators which are realistic and measurable.

**b. Good management**

This is usually carried out by a BID manager, business management consultancy or other agency. The BID manager is responsible for developing strategic relationships, advocacy, and ensuring delivery of the goals identified in the BID strategic and annual plans. They are also responsible for the accountability and reporting requirements for the BID programme activities.

**c. Sufficient resources**

The BID programme must have adequate resources to enable its vision and strategies to be implemented, achieve the BID programme goals and make a real difference to the local business environment.

**8.2. Reporting requirements**

Planning, budgeting and performance reporting enables the transparent operation of a BID programme, provides assurance that the rates funding is being used appropriately and the programme is progressing toward desired outcomes. The requirements below are explained in more detail in the BID Policy Operating Standards manual (to be developed).

The timing of fulfilling accountability requirements must enable Council to meet its own accountability requirements through its Annual Report and reporting to the Council, including its Committees. Details of compliance requirements including timelines will be detailed in the partnership agreement with each BID Association.

The BID Association and Council will at all times communicate with each other in such a way as to most effectively further the strategic objectives of the stakeholders and to protect and enhance the partnership relationship between the BID Association and Council.

Council's Annual / Long Term Plan and budget process provides a mechanism for reviewing BID budgets and existing programme boundaries. In order for Council to change the targeted rate, the Executive Committee must submit a detailed programme, budget (which should not generally be more than [X%] of the budget for the prior year), and performance reports to enable these to be factored into the Annual / Long Term Planning processes.

**8.3. BID Association**

The BID Association must prepare and provide to the Council the following plans and reports:

- Strategic Plan covering a three to five year period
- Annual Plan including a detailed work programme and budget detailing forecast income and expenditure
- Audited or formally reviewed annual financial accounts (within 4 months of the end of the financial year). The required compliance will be tailored to be appropriate to the level of funding and turnover of the BID programme and level of risk the Council believes exists
- Annual Report detailing the previous year's activities and financial performance and performance against performance goals and/ or measures included in the Strategic Plan and Annual Plan (within 4 months of the end of the financial year)

The BID Association will also have reporting requirements under the Incorporated Societies Act (1908) and associated Regulations. These and reporting obligations to



members and all property and business owners in the BID area should be set out in constitutional documents.

#### **8.4. Failure to comply with accountability requirements**

If a BID Association does not comply with its accountability requirements Council will not budget for a targeted rate for the following year unless revised compliance requirements are approved by Council resolution.

Council may also withhold rate funding or not budget for a targeted rate for the following year if it has serious concerns about the way the BID programme is being run or how the BID Association organisation is performing. Details on processes to resolve issues and concerns Council may have are detailed in the BID Policy Operating Standards manual (to be developed) that will accompany this policy.

#### **8.5. Council reporting**

The Group Manager Commercial and Strategy, for Timaru District Council, will report to Council and its relevant Committee(s) annually on each BID Programme. The report is based on key performance indicators agreed by Council and the BID Association and detailed in the BID Association's strategic plan and/ or annual plan. The BID Association will provide all information and reports required to enable such reporting to Council.

### **9. Dispute Resolution**

It is expected that all parties will act with integrity, good faith and with professionalism. Most common causes of problems, issues or serious concerns arise due to a lack of transparency, inadequate communication, governance and management practices and conflict of interest situations. The impact of these situations on the BID programme is of most concern to Council.

The Business Improvement District Policy Operating Standards manual (to be developed) will provide examples of problem, issues or serious concerns and the interventions likely to be used to resolve these.

#### **9.1. Dispute between Council and the BID Association**

Any decision about whether or not to set a targeted rate, the amount of that rate, to provide for an additional rate or alter the boundaries of the area subject to the rate, and whether or not to establish, disestablish, reduce or extend the BID, are within the discretion of Council to make as part of its annual funding and rating decision-making process.

Any other dispute between a BID Association and the Council will be settled using the following procedure:

9.1.1 Having exhausted normal means of resolving a dispute or difference (by engaging in a process of good faith negotiation and information exchange), either party may give written notice specifying the nature of the dispute and its intention to refer such dispute or difference to mediation.

9.1.2 If a request to mediate is made then the party making the request will invite the

chairperson of the New Zealand Chapter of Lawyers Engaged in Alternative Dispute Resolution (LEADR) to appoint a mediator to enable the parties to settle the dispute.

9.1.3 All discussion in the mediation will be without prejudice and will not be referred to in any later proceedings. The parties will bear their own costs in the mediation and will equally share the mediator's costs.

9.1.4 If the dispute is not resolved within 30 days after appointment of a mediator by LEADR, any party may then invoke the following provisions:

- The dispute will be referred to arbitration by a sole arbitrator in accordance with the Arbitration Act 1996.
- The award in the arbitration will be final and binding on the parties.

**9.2. Exceptional circumstances**

Exception circumstances involve serious risk to the BID programme resulting in interim direct management by Council

This section of the policy will be used only in the following exceptional circumstances:

- a) If all mechanisms to resolve have been exhausted; and/or
- b) If new information comes to light during the process to resolve that poses a serious risk to the viability of the BID programme.

Council may withhold the BID programme targeted rate payment as an immediate measure. If BID programme funds are withheld, the funds (or part thereof) will be held in a separate account by Council and used to fund existing BID programme commitments. In the event there is a shortfall to pay for existing commitments, Council can recoup costs from BID Programme members, through future targeted rates.

If interim management does not lead to the rebuilding of an independent and sustainable organisational structure, Council will disestablish the BID programme.

Council has no power to intervene in the operation of an organisation operating a BID programme (as distinct from a BID programme itself) and will not impose sanctions outside the scope of a BID programme.

<b>Delegations, References and Revision History</b>					
<b>Delegations</b> Identify here any delegations related to the policy for it to be operative or required as a result of the policy					
<b>Delegation</b>	<b>Delegations Register Reference</b>				
<b>References</b> Include here reference to any documents related to the policy (e.g. operating guidelines, procedures)					
<b>Title</b>	<b>Document Reference</b>				
Text					
<b>Revision History</b> Summary of the development and review of the policy					
<b>Revision</b>	<b>Owner</b>	<b>Date Approved</b>	<b>Approval By</b>	<b>Next Review</b>	<b>Doc Ref</b>

DRAFT

**9.5 Aigantighe Art Gallery 1978/1995 Extension Options Report****Author:** Hamish Pettengell, Exhibition Curator/Project Manager**Authoriser:** Symon Leggett, Group Manager People and Digital**Recommendation**

1. That the Council nominate their preferred option for the redevelopment of the 1978/1995 extension of the Aigantighe Art Gallery to be included in the Long Term Plan consultation document.

**Purpose of Report**

- 1 The purpose of this report is to provide Council with the future options for the Aigantighe Art Gallery extension and to seek Council's nomination of their preferred option to be included in the Long Term Plan consultation document.

**Assessment of Significance**

- 2 Any decisions by the Council to advance the redevelopment of the 1978/1995 extensions of the Aigantighe Art Gallery is considered to be a significant decision in terms of the Council's Policy on Determining Significance.
- 3 The consultation of options for the 1978/1995 extensions of the Aigantighe Art Gallery, through the Long Term Plan 2021-2031, is seen as appropriate in terms of the Council's Policy on Determining Significance.

**Background**

- 4 Below is a high level overview of the projects progress to date:
  - 4.1 Following the Building (Earthquake-prone Buildings) Amendment Act 2016 an initial seismic assessment (ISA) of the House Gallery found the building structure was 10% of New Building Standards (NBS) and is of very high seismic risk relative to a new building.
  - 4.2 In March 2017 due to the outcomes of the seismic assessment the Timaru District Council decided to close the House Gallery to ensure public and staff safety. All artworks displayed in the House Gallery were placed in storage.
  - 4.3 In 2018 through the Long Term Plan process, Council allocated \$600,000.00 in the 2019/2020 financial year to complete the strengthening of the House Gallery.
  - 4.4 In 2020 a wide range of issues with the 1978 and 1995 Gallery extensions were identified and discussed with Council. These include, but are not limited to, storage capacity and aging infrastructure.
  - 4.5 In 2020 The Gallery engaged the Giblin Group to complete a feasibility study to assess options and costs to strengthen the House Gallery; the overall suitability of the current facility to deliver operations; and feasible options to improve service delivery and to address the issues facing the 1978 and 1978 Gallery extensions.
  - 4.6 The feasibility study identified eight options for the Aigantighe Art Gallery (see attachment A).

- 4.7 In October 2020 the Community Services Committee resolved the following recommendations to Council (see attachment B):
- 4.7.1 Proceed with the House Gallery Project as agreed in the 2018-28 Long Term Plan, subject to meeting the subsidy funding milestones defined in the feasibility study; and
  - 4.7.2 Approve the use of depreciation funds to the House Gallery Project and an additional budget of \$100,000.00 be included in the draft Long Term Plan 2021-2031 to meet a 1/3 of the project cost; and
  - 4.7.3 The Council approve applications for subsidy funding as outlined in the feasibility study and required for the House Gallery Project; and
  - 4.7.4 The Council consult through the Long Term Plan 2021-2031 options 4, 5 and 6 of the feasibility study for the 1978/1995 extensions of the Aigantighe Art Gallery; and
  - 4.7.5 The Council proceed with concept designs and rough order costings for the 1978/1995 extensions of the Aigantighe Art Gallery for consultation through the Long Term Plan 2021-2031;

**Feasible Options**

- 5 The feasibility study undertaken by the Giblin Group (see attachment A) identified eight possible options for the Aigantighe Art Gallery. Utilising the Treasury options framework to the available options, Council endorsed the following three options to be included in the Long Term Plan.
- 5.1 The feasible options are:

<b>Aigantighe Art Gallery Feasible Options</b>		
<b>4</b>	Earthquake strengthen and restore House - maintain extension as is and develop an offsite storage facility	<p>This option is seen as feasible</p> <ul style="list-style-type: none"> <li>• This option would address the issues with the House Gallery and the current lack of collection storage.</li> <li>• The extension would still require refurbishment to fulfil some of the identified needs of the Gallery, and its users</li> <li>• The identified issues with the 1978 extension would still need to be addressed in the near future.</li> </ul>
<b>5</b>	Earthquake strengthen and restore House with a partial refurbishment of the extension to address public amenities and workspaces and develop offsite storage facility	<ul style="list-style-type: none"> <li>• This option is seen as feasible</li> <li>• This option would address the issues with the House, the current lack of storage and would partially meet some of the identified needs of the Gallery, and its users.</li> </ul>

		<ul style="list-style-type: none"> <li>This option would not fully meet the identified needs of the Gallery, the community and its users</li> </ul>
6	Earthquake strengthen and restore House – full redevelopment of the extension to include spaces for education creativity and more exhibition space. Consider developing offsite storage facility	<ul style="list-style-type: none"> <li>This option is seen as feasible</li> <li>This option would fully meet the identified needs of the Gallery, its users and staff or allow for the future needs of the community.</li> <li>Consider developing offsite storage facility to enable greater capacity of the site</li> </ul>

**Consultation**

- 7 The Gallery has undertaken extensive consultation throughout the lifecycle of the Historic House Gallery Project, including the Long Term Plan 2018- 2028. Also through the feasibility study process, a range of stakeholders were engaged including the Civic Trust, South Canterbury Art Society, Friends of the Aigantighe Art Gallery, South Canterbury Museum, Council representatives of the Governance Group, and members of the Grant family.
- 8 Comprehensive consultation through the Long Term Plan 2021-2031 of the options for the 1978/1995 extension will further inform Council’s decision making process.

**Relevant Legislation, Council Policy and Plans**

- 9 The options to address the 1978 and 1995 Gallery extensions aligns with community needs and is consistent with the Council’s policies and plans.

**Conclusion**

- 10 The Aigantighe Art Gallery is integral to the community’s identity and the issues with the aging facility need to be addressed in the near future to enable the Gallery to meet growing community needs; to engage, stimulate and inspire the community; and to ensure the sustainable and future success of the Aigantighe Art Gallery.
- 11 Redevelopment of the Aigantighe Art Gallery will have intergenerational value and assist in meeting the growing needs of the community. It can provide for the care of the collection, increase educational services and provide outreach opportunities throughout the District.

**Attachments**

- 1. **Aigantighe Art Gallery Redevelopment Options October 2020**  
- 2. **Community Services Committee Minutes 13 October 2020**  

## Aigantighe Art Gallery Redevelopment Options



	Option	Option Discussion	Indicative project cost (for planning purposes only)
1	Do nothing	<p>This option has been eliminated for the following reasons:</p> <ul style="list-style-type: none"> <li>• It does not address the issues or fulfil the identified needs of the Gallery, its users and staff or allow for the future needs of the community</li> <li>• The issues around the House Gallery building structure are serious, and if nothing is done, the house would fall into ruin and would still need to be addressed</li> </ul>	
2	Demolish House - maintain extension as is	<p>This option has been eliminated for the following reasons:</p> <ul style="list-style-type: none"> <li>• It does not address the issues or fulfil the identified needs of the Gallery, its users and staff, or allow for the future needs of the community to be met.</li> <li>• Stakeholders have stated they want the House Gallery to remain.</li> <li>• The House Gallery is a heritage listed building and Heritage New Zealand are an effected party, who may oppose demolishing the House Gallery</li> <li>• The original family who gifted the House may also oppose demolishing the House Gallery</li> </ul>	
3	Earthquake Strengthen and restore House only - maintain extension as is	<p>This option has been eliminated for the following reasons:</p> <ul style="list-style-type: none"> <li>• It does not address the issues or fulfil the identified needs of the Gallery, its users and staff, or allow for the future needs of the community to be met.</li> <li>• Would not address the identified issues with the 1978 extension and these would still need to be addressed in the near future</li> </ul>	\$3.0 -3.3m
4	Earthquake strengthen and restore House -	This option is seen as feasible	\$3.0 -3.3m (House Gallery)

### Aigantighe Art Gallery Redevelopment Options



	maintain extension as is and develop an offsite storage facility	<ul style="list-style-type: none"> <li>This option would address the issues with the House Gallery and the current lack of collection storage.</li> <li>The extension would still require refurbishment to fulfil some of the identified needs of the Gallery, and its users</li> <li>The identified issues with the 1978 extension would still need to be addressed in the near future.</li> </ul>	Further cost investigations are required for the development of an offsite storage facility
5	Earthquake strengthen and restore House with a partial refurbishment of the extension to address public amenities and workspaces and develop offsite storage facility	<p>This option is seen as feasible</p> <ul style="list-style-type: none"> <li>This option would address the issues with the House, the current lack of storage and would partially meet some of the identified needs of the Gallery, and its users.</li> <li>This option would not fully meet the identified needs of the Gallery, the community and its users</li> </ul>	\$3.0 -3.3m (House Gallery) Further cost investigations are required for the development of an offsite storage facility and refurbishment of the extension
6	Earthquake strengthen and restore House – full redevelopment of the extension to include spaces for education creativity and more exhibition space. Consider developing offsite storage facility	<p>This option is seen as feasible</p> <ul style="list-style-type: none"> <li>This option would fully meet the identified needs of the Gallery, its users and staff or allow for the future needs of the community.</li> <li>Consider developing offsite storage facility to enable greater capacity of the site</li> </ul>	\$3.0 -3.3m (House Gallery) \$5.5-\$6 .5m (Rebuild of the 1978 and 1995 extensions)
7	Demolish existing buildings. Build new purpose- built gallery on the current site	<p>This option has been eliminated for the following reasons:</p> <ul style="list-style-type: none"> <li>Stakeholders have stated they want the House to remain</li> <li>The House Gallery is a heritage listed building and Heritage New Zealand are an effected party, who may oppose demolishing the House Gallery</li> <li>The original family who gifted the House may also oppose demolishing the House Gallery</li> <li>The House Gallery is in good condition for its age and demolishing the existing buildings is not a sustainable design approach</li> </ul>	



### Aigantighe Art Gallery Redevelopment Options



		<ul style="list-style-type: none"> <li>• The cost of this option would be similar to option 6 and would deliver minimal savings</li> <li>• The House Gallery provides a point of difference and is a tourist attraction in its own right.</li> </ul>	
8	Purpose built new art gallery in CBD and repurpose the current site	<p>This option has been eliminated for the following reasons:</p> <ul style="list-style-type: none"> <li>• Stakeholders have stated they want the Gallery to remain on the current site</li> <li>• The cost of purchasing a suitable site could be prohibitive and escalate project costs</li> <li>• The House Gallery is a heritage listed building and Heritage New Zealand are an effected party, who may oppose demolishing the House Gallery</li> <li>• The original family who gifted the House may also oppose repurposing the current site</li> <li>• The Trust Deed restricts repurposing the current site</li> </ul>	

**Note:**

The above options have been analysed utilising the Treasury options framework applying the Gallery and project objectives and confirmed options 4, 5 and 6 are the most feasible.

The above project costs are construction costs only and exclusive of GST, consultancy fees, staff time and costs, consent and development contribution costs, network connections and upgrades (if required), legal fees and finance costs, fit-out costs, landscaping and site works.



# MINUTES

## Community Services Committee Meeting Tuesday, 13 October 2020

Ref: 1380510

Community Services Committee Meeting Minutes

13 October 2020

**Minutes of Timaru District Council  
Community Services Committee Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 13 October 2020 at 10.11am**

**Present:** Cr Richard Lyon (Chairperson), Cr Stu Piddington (Deputy Chairperson), Cr Allan Booth, Cr Peter Burt, Cr Barbara Gilchrist, Cr Gavin Oliver, Cr Paddy O'Reilly, Cr Sally Parker, Cr Steve Wills, Mayor Nigel Bowen

**In Attendance:** Acting Group Manager Community Services (Symon Leggett), Exhibition Curator/Project Manager (Hamish Pettengell), Art Gallery Manager (Cara Fitzgerald), Senior Programme Delivery Manager (Ashley Harper), Programme Delivery Manager (Lili Delwaide), Recreation Facilities Manager (Craig Motley), Customer Services Manager (Grant Hamel), Governance Advisor (Jo Doyle)

## **1 Apologies**

### **Resolution 2020/20**

Moved: Mayor Nigel Bowen

Seconded: Cr Barbara Gilchrist

That the apologies received from Charles Scarsbrook, Neville Gould and Wayne O'Donnell be accepted.

**Carried**

## **2 Identification of Items of Urgent Business**

There were no items of urgent business.

## **3 Identification of Matters of a Minor Nature**

There were not matters of a minor nature.

## **4 Declaration of Conflicts of Interest**

There were no conflicts of interest.

## **5 Chairperson's Report**

Since the last Committee meeting, the Chairperson has attended various meetings within Council and met with the Acting Group Manager Community Services and other Council Officers.

### **Resolution 2020/21**

Moved: Cr Richard Lyon

Seconded: Cr Steve Wills

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Page 2

That the Chairpersons report be received.

**Carried**

## **6 Confirmation of Minutes**

### **6.1 Minutes of the Community Services Committee Meeting held on 1 September 2020**

#### **Resolution 2020/22**

Moved: Cr Sally Parker

Seconded: Cr Peter Burt

That the Minutes of the Community Services Committee Meeting held on 1 September 2020 be confirmed as a true and correct record of that meeting.

**Carried**

## **7 Reports**

### **7.1 Aigantighe Art Gallery House Project - Interim Progress Report September 2020**

The Committee was presented with an interim progress report on the project to undertake strengthening of the Historic House component of the Aigantighe Art Gallery (House Gallery) and inform the Long Term Plan consultation options.

The Exhibition Curator/Project Manager, Art Gallery Manager and Acting Group Manager Community Services presented this report.

The 2018/28 Long Term Plan had the earthquake strengthening of the Art Gallery House included, however the complexities of this project have resulted in extra investigations. A feasibility study has now been completed and shows support for the strengthening of the House.

A Governance group has been created to oversee the process and assist the direction of project and they are very conscious of the amount of time this has been closed to public. The recommendation is now that this project move forward at pace.

The trust deed is of key importance and should be discussed with the family now to ensure future proofing and flexibility of this site.

On site storage was discussed and the risk of moving collections to off-site storage is of concern. Costings will be gathered for off-site storage and a possible relationship with the Museum and sharing this space, these costings will be gathered for the Long Term Plan (LTP) consultation document.

The feasibility study included options of demolishing the current Art Gallery extensions and rebuilding on that site. Further public consultation was discussed and as the public has already had significant engagement, it was felt that moving forward would be beneficial now. The art community has shown their passion and support for the options presented and this report is very thorough and addresses all concerns.

The legal opinion of the trust deed will be made available to the Committee and Governance group once received.

**Resolution 2020/23**

Moved: Cr Barbara Gilchrist

Seconded: Cr Steve Wills

That the Community Services Committee make the following recommendations to Council:

- Proceed with the House Gallery Project as agreed in the 2018-28 Long Term Plan and subject to meeting the subsidy funding milestones defined in the feasibility study; and
- Approve the use of depreciation funds to the House Gallery Project and an additional budget of \$100,000 be included in the draft Long Term Plan 2021 – 2031 to meet a 1/3 of the project cost; and
- Approve the project team to prepare applications for subsidy funding as outlined in the feasibility study and required for the House Gallery Project; and
- That Council progress the inclusion in the Long Term Plan 2021-2031 (for consultation) options 4, 5 and 6 of the feasibility study for the 1978/1995 extensions of the Aigantighe Art Gallery; and
- Proceed with concept designs and rough order costings for the 1978/1995 extensions of the Aigantighe Art Gallery for the purpose of preparing and as applicable consulting on the Long Term Plan 2021-2031.

**Carried**

**Resolution 2020/24**

Moved: Mayor Nigel Bowen

Seconded: Cr Steve Wills

That focus be placed on discussions in regard to the trust deed to enable future proofing this site for on-site storage.

**Carried**

**7.2 Progress Report Temuka Pool Upgrade**

The Committee was informed on the progress of the Temuka Pool Upgrade project.

The Programme Delivery Manager and Recreation Facilities Manager presented this report.

The pool has arrived in the Country as of 2 October, all the sides are up and the drains have been dug for the pipework. The current target for opening is 13 November.

**Resolution 2020/25**

Moved: Cr Paddy O'Reilly

Seconded: Cr Barbara Gilchrist

That this report be received and noted.

**Carried**

**5 Consideration of Urgent Business Items**

There were no urgent business items.

**6 Consideration of Minor Nature Matters**

There were no minor nature items.

**7 Exclusion of the Public**

**Resolution 2020/26**

Moved: Mayor Nigel Bowen

Seconded: Cr Peter Burt

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>11.1 - Donations and Loans Subcommittee Recommendations</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy

**Carried**

**Resolution 2020/27**

Moved: Cr Paddy O'Reilly

Seconded: Mayor Nigel Bowen

That the meeting moves out of Closed Meeting into Open Meeting.

**Carried**

**8 Public Excluded Reports**

**11.1 Donations and Loans Subcommittee Recommendations**

The following Donations and Loans decisions, made with the public excluded, were confirmed:

General Donations – Events

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**Cossie Leisure Marching Team \$1,740.00** – toward the South Island Leisure Marching Event to be held in October 2020.

**Timaru Christmas Parade Trust 2020 \$7,650.75** - toward the 2020 Timaru Christmas Parade, Christmas Lights Project and Christmas Cheer Message.

**Heart Kids South Canterbury \$5,084.50** - towards the 2020 Jingle Bell Ball to be held November 2020.

**South Canterbury Holden Club \$7,500.00** - towards the 2021 NZ Holden Nationals to be held in Timaru at Easter April 2021.

**South Canterbury RSA \$3,862.50** - towards the 2021 Civic ANZAC Day Service and Veterans Breakfast.

General Donations – Community Services

**Aoraki Multicultural Council Incorporated \$8,685.00** – Towards annual Rental costs.

**Gloriavale Leavers Support Trust \$2,500.00** – Towards annual Operating costs.

**CCS Disability Action SC Inc. \$1,759.00** – Towards annual Operating costs.

**Royal New Zealand Foundation of the Blind. \$5,000.00** – Towards purchasing DAISY Books which are audio books within a Digitally Accessible Information System.

**SC Neighbourhood Support \$1,449.60** – Towards costs to attend 6 Public Events across Summer 2020 to promote SC Neighbourhood Support.

**Graeme Dingle Foundation Canterbury \$2,500.00** - Towards Kiwi Can Programme resources within the Timaru District.

General Donations – Heritage/Historic

**Geraldine Historical Society - \$4,000.00** – Towards annual Electricity and Insurance costs.

Substantial Donations and Loans

**Sutherlands District Hall \$10,000.00** – Towards re-roofing the Sutherlands District Hall.

**Temuka and Geraldine A&P Association Incorporated. \$10,000.00** – Towards Stage 1 of re-roofing existing facilities.

**Wai-iti Tennis Club Inc. \$10,000.00** - Towards resurfacing Tennis Courts 1 and 2.

Other

**Withdrawn – Timaru Suburban Lions Charitable Trust - \$10,793.45** – Withdrawn due to uncertainty with Covid-19. They may apply for funding in 2021 event is going to go ahead.

**Decline – Pleasant Point Gymkhana - \$1628.55** - that the application for Pleasant Point be declined as they received funding through Venture Timaru Event Funding.

**9 Readmittance of the Public**

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Community Services Committee Meeting Minutes

13 October 2020

**The Meeting closed at 10.35am.**

**Minutes confirmed 24 November 2020**



.....  
**Deputy Chairperson  
Cr Stu Piddington**



## 9.6 Aorangi Park Master Plan

**Author:** Bill Steans, Parks & Recreation Manager

**Authoriser:** Symon Leggett, Group Manager People and Digital

### Recommendation

That Council adopts the Aorangi Park Master Plan.

### Purpose of Report

- 1 The purpose of this report is to present Council with the draft Aorangi Park Master Plan for adoption.

### Assessment of Significance and Engagement

- 2 Aorangi Park is recognised as a regionally and locally significant sports hub. It is the home of a number of regional facilities for sports, including netball, basketball, volleyball, hockey and cricket. It is also a well utilised neighbourhood park. The number of people and groups impacted by the Master Plan is therefore assessed as being medium.
- 3 The cost associated with the proposed development at Aorangi Park has been assessed as high in relation to the overall financial impact on Council and the rating impact on the community.
- 4 In response to this assessment of significance Council has and will continue to undertake a considerable community engagement on the proposed future development of Aorangi Park.
- 5 In 2017 Council, in partnership with Sport Canterbury and the Waimate and Mackenzie District Councils, undertook a review of sport and active recreation spaces and places across South Canterbury. The aim of this activity was to assess the facility needs and priorities across the region. This review and the development of the South Canterbury Spaces and Places Strategy, involved significance engagement with the sports and active recreation facility users and groups, including the wider community. The outcomes of this Strategy in relation to Aorangi Park are discussed below.
- 6 Further engagement has been undertaken with current and potentially future stakeholders to ensure the Master Plan has been informed by the challenges and needs of these groups and clubs. See section 7 of the Master Plan for details of these stakeholders.
- 7 The Master Plan proposes a staged approach to the future development of the Park, including a feasibility study and business case for the proposed indoor court extension. Further engagement with key stakeholders and the wider community would be undertaken as part of this work.
- 8 Should Council wish to include the key stages of the proposed Master Plan in the 2021-31 Long Term Plan, feedback will be sought from the community through the consultation process.

### Background

- 9 In 2008, recognising the strategic importance of Aorangi Park and large capital investment from both Council and sporting codes, Council developed a Master Plan for the Park. Stage 1

of this Master Plan has been implemented. This involved a second hockey turf and minor improvements to the Southern Trust Events Centre. The 2008 Master Plan is attached for reference. Stages 2 and 3 of the Plan were not adopted by Council.

- 10 A key recommendation of the 2018 South Canterbury Spaces and Places Strategy was for an update of the then ten year old Aorangi Park Master Plan to effectively guide the future development of the park.
- 11 In 2020, in response to this recommendation, and issues raised by existing users of the Park, Council and Sport Canterbury engaged Recreation, Sport, Leisure Consultancy Limited (RSL) to undertake an update of the Master Plan for Aorangi Park.
- 12 The purpose of this Plan is to provide the long term (25 year) direction for Aorangi Park in terms of priority uses and the related priority infrastructure requirement. Further, the Plan will provide decision-makers (Council, user groups, tenants and potential future users) with direction for future investment.
- 13 The Plan is prefaced by a high level analysis of the current and future requirements of the Park, based on demographics, sports trend analysis and consultation with users. It aims to show how the Park could be optimised with a co-ordinated planning approach to avoid costly and less beneficial ad-hoc development.
- 14 The updated Plan has been developed with the premise that the existing layout of the Park is still considered effective for the majority of users, and thus the proposed approach detailed in the Plan has been based on optimising the site with as little impact as possible of the existing assets.
- 15 The Plan is not a detailed needs analysis or feasibility study of any proposed facility development identified within the report. Full feasibility work will need to be undertaken to determine the viability and refined details of major facility developments before proceeding.
- 16 Further background to Aorangi Park, including the Aorangi Park Management Plan Objectives (2006), and the development of this proposed Master Plan is provided in the Master Plan Report attached.

### Discussion

- 17 The updated Aorangi Park Master Plan presented to Council combines analysis of the current and future demography of the Timaru District, local and national sport trend data and engagement with user groups on needs and challenges.
- 18 Key challenges and considerations have been identified through this analysis and include:
  - 18.1 Current user peak time capacity issues with the indoor court space provided at Southern Trust Event Centre
  - 18.2 Goal of Netball South Canterbury to deliver all senior competition indoors, currently unable to be achieved due to indoor capacity issues;
  - 18.3 Replacement of South Canterbury Hockey wett turf required within the next three years;
  - 18.4 The desire for greater and improved administration and official's spaces across a number of users.
  - 18.5 Ongoing and improved provision of training facilities for football;
  - 18.6 Ongoing future provision for all current sports users;

- 18.7 Tension between hosting of large events and scheduled indoor sports competitions;
  - 18.8 Ongoing provision of open (informal) green space.
- 19 The findings of this analysis have then been used to develop the updated Master Plan proper, the purpose of which is to allow discussions to proceed between Council and partners, stakeholders and funding agencies for future investment. It is anticipated that the updated Master Plan will be the first step in the design process, and may be modified and refined as specific projects progress.

### Facility Developments

- 20 At a high level, the Plan identifies the following proposed facility developments:
- 20.1 Indoor court extension;
  - 20.2 Relocation of wett hockey turf (number 2 turf);
  - 20.3 Realignment of outdoor netball courts (with provision for future canopy cover of two outdoor courts);
  - 20.4 Future outdoor courtyard space (adjacent to indoor court extension);
  - 20.5 Reconfiguration of Aorangi Lounge into multisport space; and
  - 20.6 New internal road and parking layout.
- 21 The 'Preliminary Sketch Floor Plan' for the extension of the indoor court space identifies the following proposed facility developments:
- 21.1 Three indoor courts at the larger netball court size (allowing the ability to convert to up to six  $\frac{3}{4}$  basketball courts);
  - 21.2 New plant and storage space for indoor extension;
  - 21.3 Main entrance with new foyer, office space and changing facilities;
  - 21.4 Kiosk space for wider community use (e.g. coffee cart);
  - 21.5 Sports house space; and
  - 21.6 Additional new changing rooms for hockey and other users.
- 22 Preliminary sketches have been provided to indicate possible layouts and design to incorporate these features.
- 23 The updated Master Plan, if approved, will require a detailed planning approach with regards to the implementation of these identified facility recommendations. A staged approach is proposed, recognising that the extension of the indoor court facility is a major capital undertaking, that will require a more detailed feasibility study and business case, as well as requiring a consequential developments at the Park (for example the relocation of the hockey turf and the road realignment).
- 24 The Plan also provides some high level capital and operational funding considerations, benchmarking the Plan against comparable recent developments across New Zealand. These are discussed below.

### Options and Preferred Option

- 25 **Option One** – Council adopts the Aorangi Park Master Plan as presented, with or without amendments. This is the preferred option.

- 26 The Master Plan presented has been prepared by qualified sport and recreation facility planners using a robust methodology including reviewing existing plans, consultation with key stakeholders and analysis of local and national sporting trends and data, along with Timaru District population and demographic projections.
- 27 This option will provide Council and other stakeholders with a clear direction for investment and development at Aorangi Park over the next 25 years.
- 28 There is currently no budget allocated for the development of Aorangi Park, and adopting the Master Plan as presented does not commit Council to any immediate budget.
- 29 The Master Plan sets out a staged approach to future development, which includes the development of a funding plan and a feasibility study and business case for the major capital expense of extending the indoor court space. It is envisaged that once this work has been completed, budgetary considerations can occur.
- 30 **Option Two** – Council does not adopt the Aorangi Park Master Plan. Council may wish to undertake further analysis of the future requirements of Aorangi Park and the wider sport and recreation, and event facility network across the District before adopting a Master Plan. This is not the preferred option.
- 31 This option could delay any future plans to undertake development at Aorangi Park, or could lead to ad-hoc development which fails to meet the long term desired outcomes for Council, users and the wider community.

#### **Relevant Legislation, Council Policy and Plans**

- 32 Long Term Plan 2018-28: The current LTP does not include budget for any significant development at Aorangi Park in the years 2021-28.
- 33 South Canterbury Spaces and Places Strategy: This Strategy, adopted by Council in 2018, recommended the Aorangi Master Plan be updated to effectively guide the future development of the Park. The Strategy found that, during traditional peak times (after school and evenings), Southern Trust Event Centre is often at full capacity, and its use for sporting competitions could be interrupted for events. It also noted that there was an under supply of indoor netball courts given the national trend for senior competitions to move indoors, and consequentially a potential over supply of outdoor courts should the move to indoor senior competitions be made possible.
- 34 The Strategy does also recommend greater coordination and collaboration between indoor sport users and indoor sport facility providers (including schools) to more effectively utilise existing spaces; and that indoor court demand and capacity is effectively monitored to enable the more detailed planning requirements to determine if there is an actual need for additional indoor courts.
- 35 The Strategy is available online at – [South Canterbury Spaces and Places Strategy](#)
- 36 Aorangi Park is a gazetted Recreation Reserve pursuant to the Reserves Act 1977 meaning that the operation and any development is required to comply with the provisions of the Act. The Master Plan identifies sporting and recreation activities and facilities which are consistent with the Act.

### Financial and Funding Implications

- 37 As noted above, there is currently no funding allocated in the 2018-28 Long Term Plan for the development of facilities at Aorangi Park.
- 38 While the adoption of this Master Plan does not commit Council to the immediate implementation of the proposed developments in the 2021-31 Long Term Plan, currently being developed, it does signal a commitment from Council to the development of the Park to meet the current and future needs of users and the wider community over the next 25 years.
- 39 The Master Plan does not provide costings for the proposed developments, however it does provide some benchmarking capital costs for indoor court facility developments across New Zealand.
- 40 The Plan also notes that any extension to the current indoor facility would also result in a significant increase to operating budgets relating to both the management of the facility and ongoing repairs and maintenance.
- 41 Any commitment by Council to facility development would require a detailed assessment of capital and operating costs.

### Other Considerations

- 42 While the development of the Master Plan was undertaken with consideration for the needs of users and the community over the next 25 year the Plan does not commit Council to a prescribed timeframe for the staged development. That is, in adopting the Plan, Council is not committing to implementing the plan immediately, recognising the significant costs associated, and the competing priorities of Council and the Timaru District.

### Attachments

1. **Aorangi Park Master Plan 2008 and Briefing Report** [↓](#) 
2. **Final Draft Aorangi Park Master Plan February 2021** [↓](#) 

# **BRIEFING PAPER FOR MASTER PLANNING OF AORANGI PARK**

**PREPARED BY SGL GROUP**

**MAY 2008**



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## **1.0 MASTER PLANNING FOR AORANGI PARK – OVERVIEW AND SWOT ANALYSIS**

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### **1.1 Purpose**

A Master Plan for Aorangi Park for the future enables any further facility development to accommodate different sporting group needs (components and level of support facilities); and to fit with the general agreed direction of the Park positioning, purpose and planning.

### **1.2 Master Planning Principles**

- A master plan is essential for shared vision and planned future development for sports and the venues they require
- Attraction of regional and national events to the district is important for economic and sport outcomes
- Consideration should be given to developing sporting hubs where grounds and services can be maximised by shared use (and parent travel between sports facilities is potentially minimised)
- Quality and consistent levels of support facilities can be determined and provided to cater for different levels of competition, i.e. regional versus district versus club
- Funding decisions by community funding agencies and Council are likely to be more consistent, and indeed achievable, if based on a master plan.
- Maximising shared use of facilities during alternate seasons to reduce under-utilisation
- Short term solutions should be part of a longer term planned solution

### **1.3 Potential Key Outcomes and Benefits**

- To optimise the use of the available space and to minimise unnecessary duplication of facility and services
- Opportunity to provide a higher quality of support spaces (i.e., social, spectator, change and other event support spaces)
- Enhanced competitiveness (relative to other centres) to host age group sports tournaments and events by increased provision of number and/or quality of playing surfaces and support facilities (e.g., 2 hockey turfs; increased number of indoor courts for court sports and/or dual commercial event and sports use)
- Will assist the development of future policies that are sustainable and equitable - for access, pricing, asset replacement, maintenance
- Opportunity to provide co-ordinated facility management services for the whole Park (including access and bookings, marketing, administration and maintenance)
- Opportunities for user groups to contract certain services e.g., corporate signage
- Will help ensure the future requirement of the sport volunteer for facility management and fundraising is kept at a reasonable level
- To achieve a sustainable framework for facility replacement and development through an integrated funding approach

#### 1.4 SWOT Analysis of Aorangi Park

The following is a SWOT analysis of the current indoor and outdoor facilities at Aorangi Park from a leisure planning perspective.

##### Strengths

- 6 current sports (cricket, athletics, netball, soccer, bowls, hockey) co-located on one park in close proximity
- Indoor stadium servicing basketball, volleyball and badminton and a range of other sports and events
- Range of indoor facilities – meeting and social spaces, storage, fitness facility
- Sports grounds in good condition with few immediate maintenance issues (with the exception of the sand-based hockey turf)
- Dedicated user groups and strong committed volunteer base
- Capital costs for ground and facilities are funded independently by the sports
- Good, suitable motel accommodation nearby in CBD (3-4kms away)
- Lower charges for venues and services relative to larger cities
- Central location and easy access from town and SH 1 from either north or south
- Car parking facilities for about 350 vehicles
- Park like surroundings with landscaping, natural attributes and ambience
- Some unused land space within the park(albeit limited) allowing expansion or re-configuration of space

##### Weaknesses

- No integrated planning for site to optimise future facility development (including traffic flow and car parking), sports participation, event hosting and management services
- Low use of some facilities (e.g., stadium over summer months, netball courts during the week)
- Indoor stadium has limited service areas (e.g., storage, event support)
- Over reliance on user group volunteers to provide sports services, which may not be sustainable
- Current car park congestion on Saturdays when many sports operating at the same time
- Different contour levels are limiting factor for future development and optimisation of land space
- No capital funding strategy for future facility development (replacement, improvements, new)
- A number of lounges/meeting spaces, but in varying quality and lack of ability to fully utilise outside sport hours due to no co-ordinated management or marketing
- Suburban location surrounded by residential properties, with some residential concerns about sports activity adjacent to their properties (e.g., lighting, noise)

### Opportunities

- To identify the main sports hubs and required facilities for the future for the district, and subsequently, develop a Leisure Master Plan for the district
- Clarify future positioning of Aorangi Park e.g. regional and district level facility for indoor court and outdoor grass sports, and as a major indoor event venue
- To foster multiple use of playing surfaces e.g., options of one major outdoor events ground, netball played indoors etc
- By improved future facility master planning and increased shared use of playing spaces, opportunity to provide a higher quality and shared use of support spaces (i.e., social, spectator, change and other event support spaces)
- To have enhanced competitiveness (relative to other centres) to host age group sports tournaments and events by increased provision of number and/or quality of playing surfaces and support facilities (e.g., 2 hockey turfs; increased number of indoor courts for court sports and/or dual commercial event and sports use; 3 bowling greens)
- Potential consolidation of governance and management for Aorangi Park to improve overall facility management (including access and bookings, marketing, administration and maintenance)
- Development of integrated funding strategies for facility development and replacement
- Opportunity for shared governance and management of Aorangi Stadium and the new Aquatic Centre at Maori Park
- With development of the new Aquatic Centre at Maori Park, opportunity to consolidate fitness centre services at Maori Park (to maximise profitability under shared management) and to free up existing space for stadium activities and event support
- Possible funding could be provided for redevelopment (relevant to rugby) from the sale of Alpine Energy Stadium land

### Threats

- Potential unsustainable capital funding of artificial surfaces on current funding basis (i.e., hockey, athletics)
- Increased shared use of playing spaces, without improved management and maintenance, will create tension between user groups
- By minimal improved facility provision (and enhanced facility provision at for example Ashburton), reduced competitiveness to host sports tournaments and events
- No clear Council policy or rationale for supporting capital works by sports organisations
- Unsustainable future delivery of sports services by volunteer system, in particular, given future market expectation to provide a larger range and quality of sports services, which is further compounded if sport has to raise significant replacement facility funding
- Season overlaps creating programming issues

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## 2.0 PROCESS SUMMARY

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### 2.1 Overall Process

SGL Group has been consulting with the community since early September 2007, completing about 110 interviews and group meetings to date, of which over 30 are specifically related to Aorangi Park.

Before the position for the new and second hockey turf could be determined, it became evident that a Master Plan was needed for Aorangi Park. Equally, funder feedback indicated that clarity was required on all the community projects planned, in particular for Aorangi Park and other major leisure venue developments - there was low 'buy-in' to the new Aquatic Centre at Maori Park in isolation.

On 12 November 2007, SGL Group requested of Council that a Major Leisure Venue Review was conducted with the primary focus being the Master Planning of Aorangi Park. Due to the requirement for a decision on the siting of the first hockey turf by no later than June 2008, the Master Planning process of necessity was condensed and confined to spatial planning only in the first instance.

The process has included:

#### Interviews

A paper describing the 'Possible Future Direction of Aorangi Park' was prepared on 6 December 2007, and discussed in the interviews as described above.

#### Aorangi Park Workshops

- 11 December 2007  
At the conclusion of this workshop, a Sub-Committee was formed with the express purpose of working on the Master Plan together. Attendees were asked to volunteer for this Sub-Committee, and the Sub-Committee membership was then agreed to by the workshop at large. The Sub-Committee was Tony Shaw, Brett King and Richard Benson. Peter Bennett was subsequently invited to join as a result of some subsequent input from the Aorangi Park Association
- 12 March 2008

#### Aorangi Park Master Planning Sub-Committee Meetings (all 2008)

- 7 February Peter Bennett, Brett King, Richard Benson, Tony Shaw and Ross Maguire (Architect)
- 27 February Peter Bennett, Brett King, Richard Benson, Tony Shaw
- 12 March Peter Bennett, Brett King, Richard Benson, Colleen Hardacre, Sean Fuller, Diane Moloney, Lynn Stratford, Karen Naylor

#### Architectural Briefings

- Initial briefing at Aorangi Park – 24 January 2008
- Inclusion of Ross McGuire Architect at Master Planning Meeting (held on 7 February)
- Continued liaison with architects and a number of revisions of the Aorangi Park Master Plans as a direct result of user group feedback

Supporting Correspondance

- 27 December 2007 – Minutes of the first Aorangi Park workshop were emailed to all participants
- Mid-March 2008 – PowerPoint of 12 March Aorangi Park workshop emailed to all participants
- 3 April 2008 – A Master Planning document with two options for Aorangi Park, with an evaluation of the proposals were sent out to all of the second Aorangi Park workshop participants. This document is available in Appendix I
- 9 May 2008 – A revised Master Planning document with a First Transition 1-2 Years, Second Transition 8-10 Years, Future Potential Master Plans 25-50 Years – Options A, B, C, D, sent out to all participants

**2.2 Specific Group Liaison**

By way of example only:

- The consultation process with netball included 8 meetings/interviews (including 6 personal contacts) and 4 supporting documents by email, over a 6 month period, with Aorangi Park consultation over a 4 month period
- And with the Aorangi Park Stadium Trust, included 10 meetings/interviews (including 5 personal contacts) and 5 supporting documents by email, over a 6 month period, with Aorangi Park consultation over a 4 month period

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## 3.0 FEEDBACK AND RECOMMENDED PLAN OUTCOME

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### 3.1 Feedback Request

As detailed in Appendix I, a Master Planning document with two options for Aorangi Park was sent out on 3 April 2008. The sports groups were asked to submit specific feedback on the two options and to advise their preferred course of action.

### 3.2 Feedback Summary

A total of 11 submissions were received from a variety of the sports groups using the Park, but not from all of them. 2 groups supported Option A only, 3 groups supported Option B up to the 10 year plan, and 4 groups supported neither Option.

### 3.3 Recommended Outcome Letter

The following letter was sent out to all Aorangi Park Workshop participants on 9 May 2008:

Dear All

On behalf of Timaru District Council, we are pleased to be able to report back on the Aorangi Park Master Planning process. Based on your feedback, considerable further liaison with user groups, and some new information we are able to present revised plans.

#### Feedback

A total of 11 submissions were received from a variety of the sports groups using the Park, but not from all groups. Of the Options previously proposed, 2 groups supported Option A only, 3 groups supported Option B up to the 10 year plan, and 4 groups supported neither Option.

The fundamental feedback was as follows:

- Netball and Cricket requested status quo for the next 10 years plus, but Cricket would like to see an improved amenity at the Athletics area, which could also serve Cricket's needs
- Hockey requires 2 turfs with, as we know, an immediate site decision for a new water turf
- Athletics has concerns about damage and scheduling, regarding shared use of the Track area with rugby. Consequently, the Club and Centre would prefer status quo, but the Trust, the facility owner, are prepared to continue to consider the potential benefits of sharing facilities
- Should they ever sell Alpine Energy Stadium, Rugby has indicated Aorangi Park could be a future replacement option as a No.1 Ground
- There is a desire for improved Stadium-based amenity and for a fourth indoor court to proceed within the next 5-10 years, both to better cater for community users and events, and in particular, to provide the flexibility for dual community and event use
- Park access and traffic flow needs improvement

In addition, as described in the First Transition 1-2 Years below, due to the worse than expected condition of the existing sand-based turf, and to achieve a more sustainable funding solution, Hockey have agreed to "re-turf" their existing sand-based surface, and will now only be proceeding with the

development of 1 water-based turf. In turn, this enabled the current siting of the sand-based turf to remain at this time.

As a result of this further consultation, new plans have been prepared, which are attached.

- First Transition 1 – 2 Years
- Second Transition 8 – 10 Years
- Future Possible Master Plan Options 25 – 50 Years i.e., Options A, B, C and D

We stress the Master Plan Options for 25 – 50 Years are options only. Again, please see the further explanation below.

#### First Transition 1 – 2 Years

The first transition addresses the immediate need for a replacement hockey turf, which has become more pressing in the last two weeks, having had an expert opinion conclude that the current turf will not be playable next season.

Therefore the existing hockey turf is to be replaced with a sand-based turf (which is not affected by the shading of the Stadium on winter days). With a second turf in place to meet demand, this replacement turf should last about 12 years, at which time, if Hockey then proceeds with a second water turf, could be relocated according to one of the Future Possible Master Plan Options (see below). Also in the next 12 months, it is proposed a second and water turf will be located on the South East corner (where the current grass soccer field is located), and while this may be more problematic in terms of securing a resource consent (for lighting), it presents an affordable and sustainable solution for the provision of two turfs.

Clearly Soccer is the most affected party by this revised direction, as it will lose the use of this South East field, but the junior soccer fields remain unchanged, and there is a commitment by Council to ensure Soccer has ongoing good access to the full size fields inside the Athletics Track and Cricket Oval. Relocation of ground lighting is being investigated and is still to be resolved.

The rest of the outside facilities at the Park remain the same, enabling Netball to fully retain all their existing outdoor courts.

The SBS Events Centre shows a 'Stadium upgrade' on the East side. We have met with the Aorangi Park Stadium Trust to discuss further amenity development for the Stadium, including change areas accessible for indoor and outdoor users, and the provision of catering support and storage facilities to assist the improved hosting of events. The merits of a possible upstairs viewing area on the East side of the Stadium will also be investigated. Ross Maguire Architects are in the process of developing a draft design for these improvements. This amenity improvement will further enhance the use of the Stadium by indoor and outdoor sports groups and also for events.



### Second Transition 8 – 10 Years

This transition shows a fourth court addition to the Stadium, to allow improved multi-purpose and major tournament and event use of the Stadium – for example, concurrent use of 2 courts for community sport and 2 courts for an event/trade show, or all 4 courts for a major tournament or event.

In addition to the 'Stadium upgrade' described in the First Transition, there is also opportunity to further develop the Stadium support facilities on the North side, which may include a canteen/café operation at peak times, improved social and viewing areas, additional office space if required, and increased milling and organisational support areas for regular use and tournaments. Features which improve the suitability of the Stadium for non-sports events, such as a protective floor, drapes, etc, will also be considered. Please note, in conjunction with the Stadium Trust, Master Plan options for this future Stadium development will be prepared, with options also prepared which will allow for either the retention or relocation of the existing Fitness Centre.

An addition is made to the 'Pavilion', which could be Stage 1 of a support amenity to a No. 1 Enclosed Grass Ground, if Rugby re-located part of its operation to the Park; or could just represent an upgrade to enable the hosting of major cricket fixtures and to provide an improved amenity for existing users. A grass wicket (part of the requirement for major Cricket matches) has also been planned in the area adjacent to the Graham Blanchard Indoor Cricket Centre.

All other facilities remain the same.

### Future Possible Master Plan 25 – 50 Years – Options A, B, C and D

Four Possible Options for the long-term future of Aorangi Park have been prepared. As stated earlier, these are options only, and have been developed to provide future flexibility for the development of the Park. As has been previously explained, the importance of this Master Planning process is to ensure no short-term decisions detrimentally impact on the development options in the future. Key features of these Options allow for:

- The re-location of the existing hockey turf, should Hockey decide to proceed with a second water turf in the future
- The option to provide additional indoor areas, to cater for possible increased demand by existing and new users, and should Netball choose to move indoors in the future
- Retention of all, some or none of the outdoor netball courts, subject to future Netball needs and trends, and also subject to the provision of adequate indoor area
- Further development of a No. 1 Enclosed Grass Ground, with expanded social and support amenity
- Option to provide a third bowling green
- Some centralisation of car parking, increased car parking and improved traffic circulation

What happens next?

These Plans will be considered at the Council meeting on 20 May, with the following specific recommendations and requests:

- For a resolution to agree in principle to the First Transition for 1 – 2 Years, and to specifically approve the site for the new water turf on the South East field, and the “re-turfing” of the current sand-based surface and the construction of the water turf, subject to satisfactory final plans and funding. Similarly, any upgrade of Stadium amenity on the East side will be subject to final plans and funding
- To approve in principle the direction for the Second Transition 8 – 10 Years, but with no commitment that these specific developments will proceed, but that this direction is the current preferred intent
- To receive the Master Plan Options for 25 – 50 Years, as guiding documents only for the future development of Aorangi Park. Again it is stressed, in receiving the Master Plan Options, there will be no decisions made regarding any preferred long-term direction, and that these Master Plan Options are guiding documents only

During the last ten days, we have again met with many of the user groups principally affected by this Master Planning process. From the many discussions, we believe we are now aware of the principal needs and concerns, and with these revised plans, have a Master Plan direction and options, which meet current requirements and provides flexibility to address future needs. However, if you have any further specific concerns or queries, can we please ask you to contact direct either Ashley Harper, Timaru District Council (ph 6877-260) or Louisa Bangma, SGL Group (ph 021-555-724).

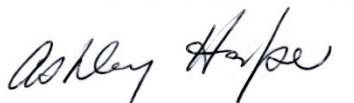
As you are aware, there is considerable media interest in this Master Planning process, and we advise that media are being provided with this information at a media briefing on Monday. Therefore to assist the communication process within your own group, our thanks if you can make them aware of this information by email or other means as soon as possible.

Once again, we would like to sincerely thank you all for your participation in this process. We know the short timeframes have compressed consultation and caused concern for some groups, and our thanks for your co-operation and assistance.

Yours sincerely

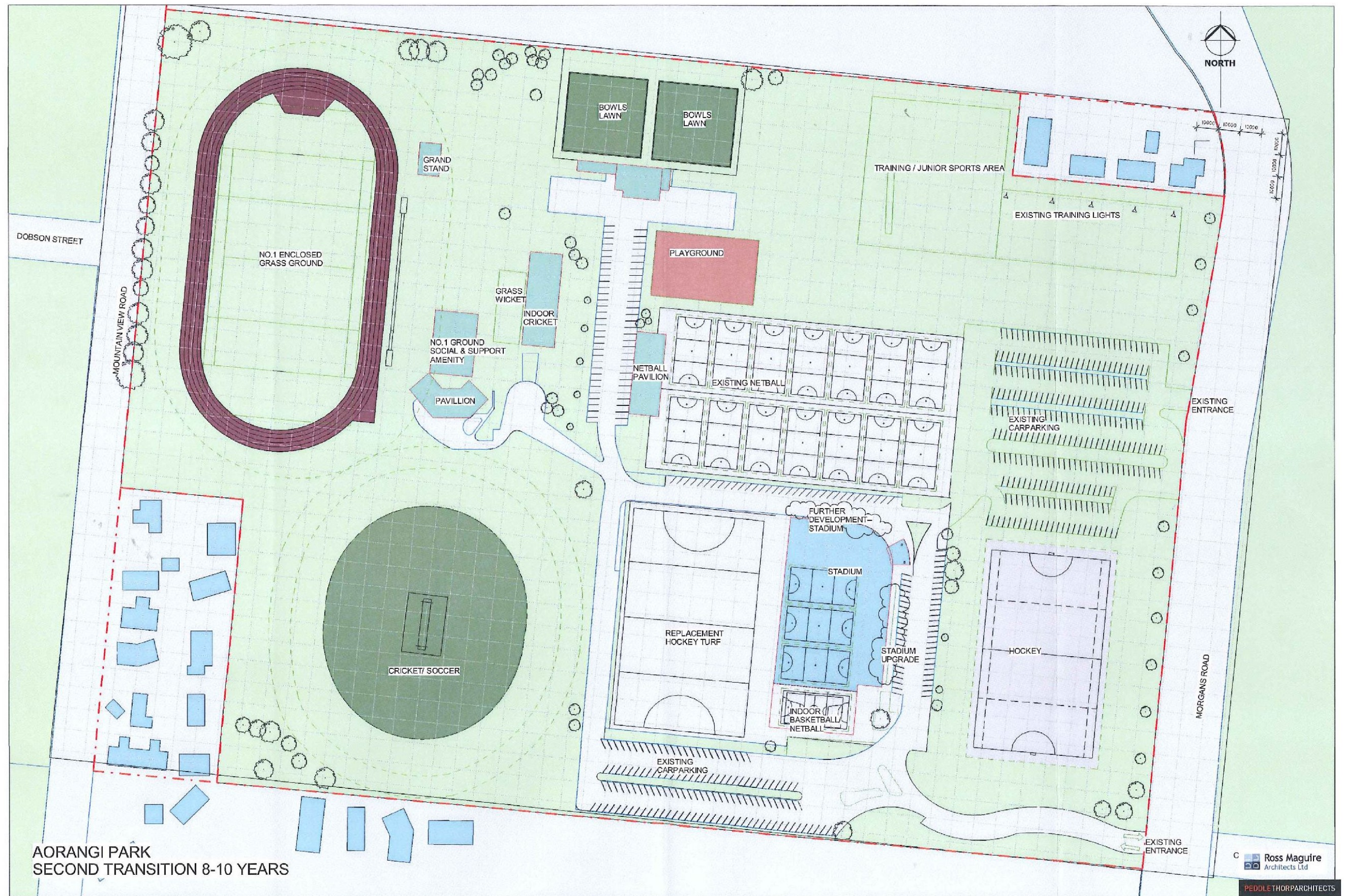
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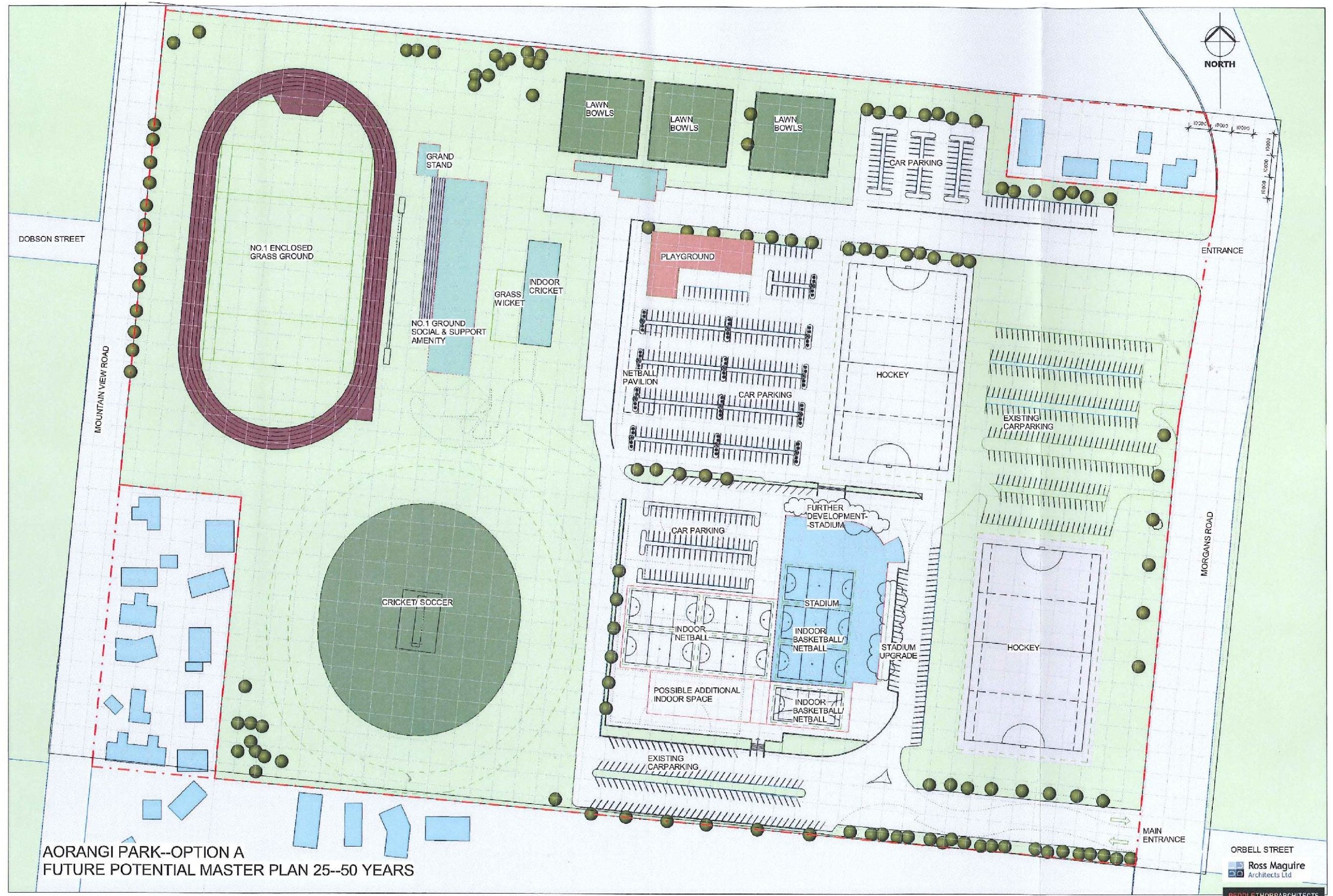
Steve Bramley  
SGL Group

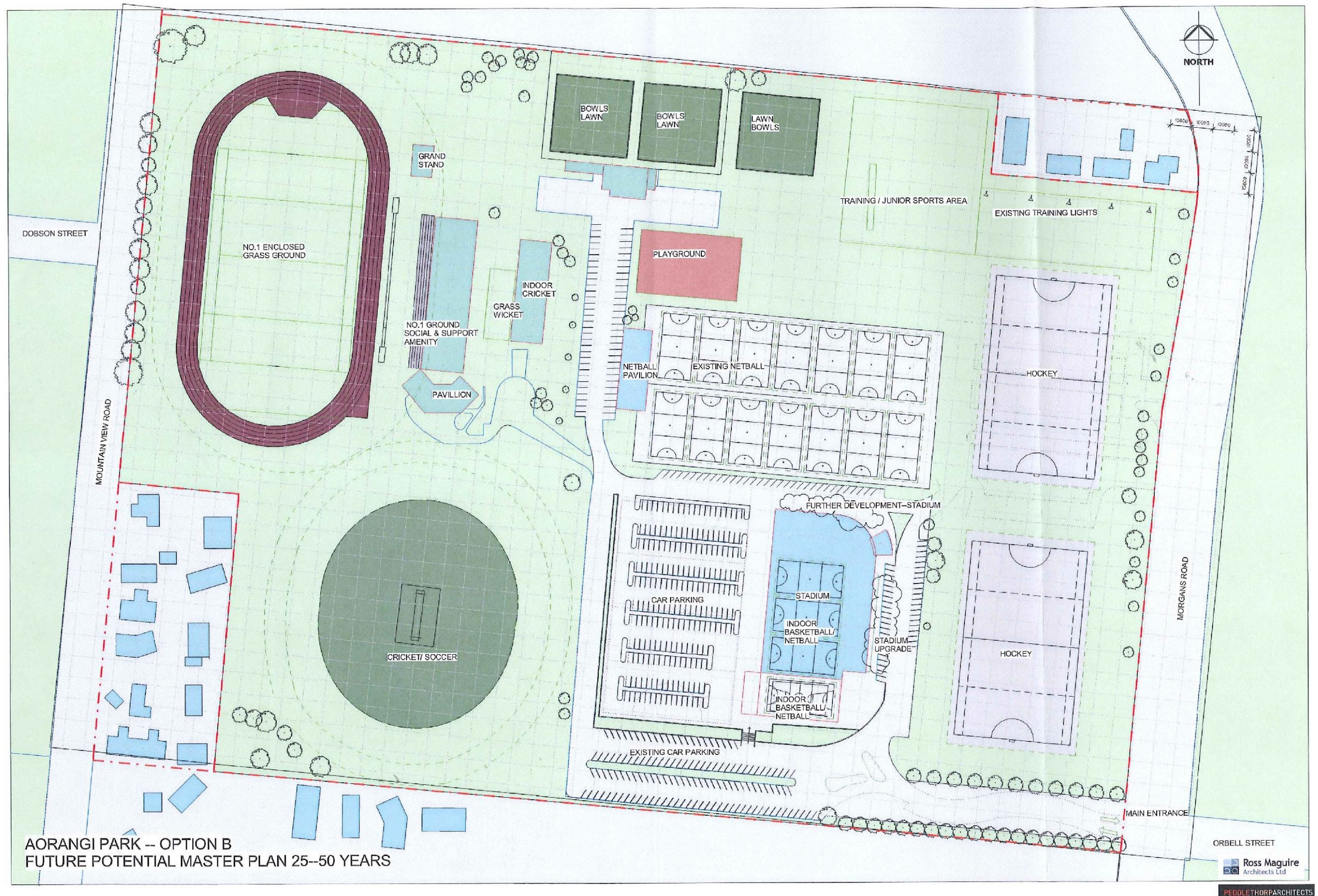


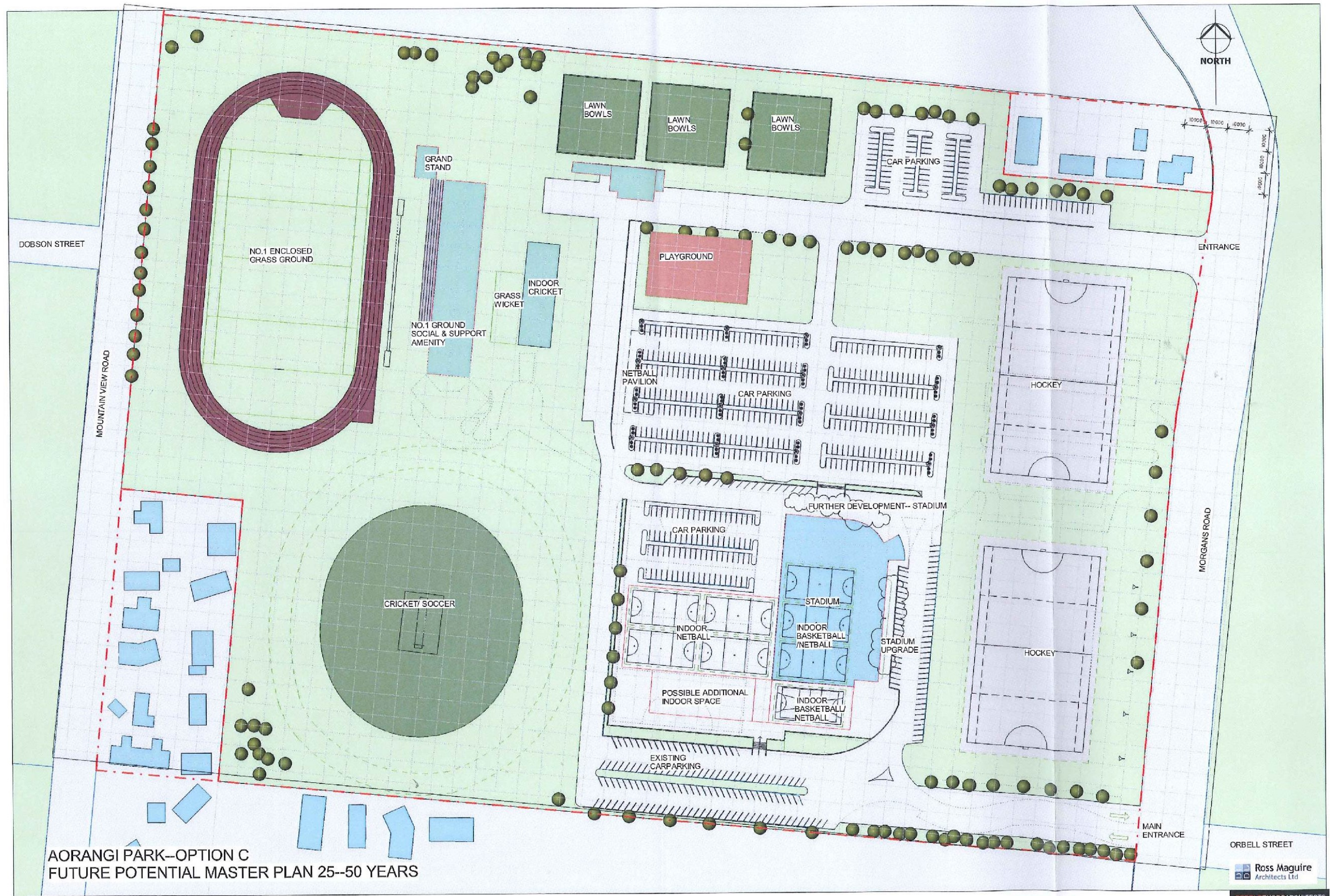
Ashley Harper  
Timaru District Council











AORANGI PARK--OPTION C  
FUTURE POTENTIAL MASTER PLAN 25--50 YEARS

## 4.0 RECOMMENDATIONS

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Following the Master Planning process undertaken for Aorangi Park, SGL Group submits this report and the proposed Master Plans, with the following recommendations:

1. That subject to satisfactory final plans and funding:
  - Council agrees to the first transition plan for 1-2 years, including;
    - The new water turf being located on the South East field.
    - The redevelopment of the SBS Events Centre on the East side.
2. That Council agrees that the second transition plan 8-10 years be the preferred future option at this time, with no commitment to its implementation.



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## 5.0 SOME SUGGESTED NEXT STEPS

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### 5.1 Annual Forum of Aorangi Park Users Convened by Council

From feedback by user groups, suggest Council, in conjunction with the Aorangi Park Association, convene an Annual Forum of Aorangi Park user groups. The purpose of the Forum would be:

- To advise regarding all Park updates from Council's perspective, including spatial planning; facility developments, replacement and maintenance; policies; capital funding; and other management advice
- Prior to this Forum, for all user groups to have also advised Council regarding all activities of relevance to other user groups, including facility developments, major events etc. In turn, this information to also be presented at the Forum
- To co-ordinate the Park's major event programme and scheduling as required for the next 2 year period
- Provide an opportunity to collectively discuss key issues

The best timing for this Forum is still to be considered.

### 5.2 Integrated Capital Funding

In consultation with the Chief Executive, SGL Group is already working closely with the South Canterbury Hockey Association and the South Canterbury Hockey Turf Trust and with the Aorangi Stadium Trust to consider and address the capital funding requirements for the hockey turfs and the Stadium amenity on the East side respectively.

As previously discussed with Councillors, there are only a limited number of major funding sources, and to optimize overall capital funding, a united and clear picture needs to be presented to funders for major project requirements, including suggested funding solutions.

Therefore we recommend that correspondence be forwarded to these 2 groups asking that they (continue to) work with SGL Group to develop and address capital funding strategies for these projects, so that an integrated approach can be made to major funders.

### 5.3 Future Asset Replacement and Maintenance Policies

The Major Leisure Venue Review and the Master Planning process have highlighted considerable differences in asset replacement and maintenance pressures, and also in Council's current funding policies, for major community facilities.

As part of developing a future integrated funding strategy for major community facilities, we recommend SGL Group with Council staff be asked to document current policies, and in turn consider future policy and funding options for asset replacement and maintenance of major community facilities.

Before this occurs, ask that Council staff and SGL Group consider the most appropriate process for this review, and report back to Council to sign off this process before proceeding.

**5.4 Sustainability of Major Sports Codes**

Sustainability of many of the district's major sports, due to facility funding and maintenance costs, the diminished role of the volunteer, increased customer expectations for an improved range and quality of services, and limited public funding options, has meant many of our major sports face increasing challenges to be able to provide a sustainable operation.

In conjunction with Sport Canterbury, South Canterbury Rugby Union is currently embarking on an organization review. South Canterbury Rugby Union has asked if SGL Group can also work with Rugby as appropriate to help develop future operational solutions, which are consistent with future Council policies.

To provide a pilot example of some possible future solutions for sporting codes Council staff are supportive of this request, and recommends that this occurs, on the basis this work occurs within Council's current contract with SGL Group.

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## APPENDICES

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### Appendix I

#### Correspondence sent to Aorangi Park Workshop Participants following the 12 March 2008 Workshop

##### AORANGI PARK MASTER PLANS

1-2 years, 8-10 years, 50 years

2 April 2008

##### Purpose:

A Master Plan for Aorangi Park for the future enables any further facility development to accommodate different sporting group needs (components and level of support facilities); and to fit with the general agreed direction of the park positioning, purpose and planning.

##### Master Planning Principles:

- A master plan is essential for shared vision and planned future development for sports and the venues they require
- Attraction of regional and national events to the District is important for economic and sport outcomes
- Consideration should be given to developing sporting hubs where grounds and services can be maximised by shared use (and parent travel between sports facilities is potentially minimised)
- Quality and consistent levels of support facilities can be determined and provided to cater for different levels of competition, i.e. regional versus district versus club
- Funding decisions by community funding agencies and Council are likely to be more consistent, and indeed achievable, if based on a master plan.
- Maximising shared use of facilities during alternate seasons to reduce under-utilisation
- Short term solutions should be part of a longer term planned solution

##### Key outcomes and benefits can include:

- To optimise the use of the available space and to minimise unnecessary duplication of facility and services
- Opportunity to provide a higher quality of support spaces (i.e., social, spectator, change and other event support spaces)
- Enhanced competitiveness (relative to other centres) to host age group sports tournaments and events by increased provision of number and/or quality of playing surfaces and support facilities (e.g., 2 water based hockey turfs; increased number of indoor courts for court sports and/or dual commercial event and sports use; 3 bowling greens)
- Opportunity to provide co-ordinated facility management services for the whole Park (including access and bookings, marketing, administration and maintenance)
- Opportunities for user groups to contract certain services e.g., corporate signage
- Will assist the development of future policies that are sustainable and equitable - for access, pricing, asset replacement, maintenance
- Will help ensure the future requirement for the sport volunteer for facility fundraising and management is kept at a manageable level
- To achieve a sustainable framework for facility replacement and development through an integrated funding approach

AORANGI PARK MASTERPLANS – 2 April 2008

<b>OPTION A</b>	<b>Benefits</b>	<b>Impacts</b>	<b>Possible Additional Options/ Alternatives</b>	<b>If Status Quo remains</b>
<b>Cricket</b>	New support amenity will enable first class games to occur as facilities will meet requirements.	Will lose the artificial wicket on NE field (but can possibly be relocated to Ashbury Park).	Option to relocate indoor facility to be adjacent to stadium in the long-term (enables shared access/services).	Reduced ability to host first class games.
<b>Athletics</b>	Additional support amenity. Development of sustainable framework for track replacement. Opportunity for shared, dedicated maintenance resource.	Shared use of area with soccer and possibly rugby. Shoulder season event scheduling required.		Ongoing pressure to raise significant funds to re-surface track every 12-15 years, and for re-marking.
<b>Hockey</b>	Two turfs instead of one. Development of sustainable replacement framework. Support services provided by stadium Turfs side by side allow for easy monitoring/management.	Possible shared use of turfs for other winter sports training. Off season use for social sports e.g., touch, 'indoor' soccer.		Current turf at end of useful life. Replacement in same location with water-based turf will result in freezing, and limit use. No clarity on site for a second turf.
<b>Netball</b>	Being able to move increasingly indoors as facilities are provided. User agreement documents future access and hire terms for committed time on indoor courts. Support services provided by stadium, in addition to existing club rooms.	Lose 3 outdoor courts (3 of the 6 courts covered by hockey turf to be replaced by TDC). To host 2009 tournaments – will need to split between indoor and outdoor courts. If adequate indoor courts provided, netball could move fully indoors removing need for outdoor courts.	Future potential for additional indoor courts – spatially planned on west of stadium.	

<b>OPTION A</b>	<b>Benefits</b>	<b>Impacts</b>	<b>Possible Additional Options/ Alternatives</b>	<b>If Status Quo remains</b>
<b>Soccer</b>	Use of No. 1 Enclosed Ground and support amenity. Can retain front grass field Potential access to train on WETT hockey turf.	May lose junior fields (NE grass areas) in the future.		
<b>Bowls</b>	Spatial plan allows possible development of third lawn and retention of parking/building.		Third lawn could be artificial or grass	
<b>Rugby</b>	No. 1 Enclosed Grass Ground and support amenity at Aorangi Park. Reduction of ongoing maintenance costs (compared to current costs incurred at Alpine Energy Stadium).	Shared use Requirement for shoulder season programming (with athletics/soccer). Part capital funding contribution would be required by rugby for amenity provision.	Stay at Alpine Energy Stadium. Relocate to Aorangi Park, or relocate elsewhere e.g., Sir Basil Arthur Park.	Continued funding pressure for maintenance costs of Alpine Energy Stadium.
<b>Stadium</b>	Additional court Ability to hold larger events and sports tournaments more readily and can sometimes cater for dual community/event use (2 x 2 courts). Re-development of services areas to cater for both indoor and outdoor users. Retain access to front grass field (SE corner) to support event activity.	Possible relocation of fitness centre (to Maori Park Aquatic Centre). Kitchen/store development plans on temporary hold.	Option to add indoor cricket and gymnastics areas in the future. Future potential for additional indoor courts – spatially planned on west of stadium.	Restricted event capability and ability to cater for outdoor users.

<b><u>OPTION</u> A</b>	<b>Benefits</b>	<b>Impacts</b>	<b>Possible Additional Options/ Alternatives</b>	<b>If Status Quo remains</b>
<b>Indoor Sports Users</b>	Improved support amenities for tournaments and regular use. If add one or more courts, increased playing space for regular use in tournaments.	Shared use as netball moves indoors. Shared use of change facilities e.g., hockey, soccer.	Future potential for additional indoor courts – spatially planned on west of stadium. Option to add indoor cricket and gymnastics areas in the future, which may have some potential for shared use.	Reduced ability to accommodate additional indoor sports e.g., netball.

<b><u>OPTION B</u></b>	<b>Benefits</b>	<b>Impacts</b>	<b>Possible Additional Options/ Alternatives</b>	<b>If Status Quo remains</b>
<b>Cricket</b>	Same as Option A	Would result in oval being required for more frequent soccer use as they would lose the front grass field (SE corner)	Same as Option A	Same as Option A
<b>Athletics</b>	Same as Option A	Same as Option A		Same as Option A
<b>Hockey</b>	Two turfs instead of one. Development of sustainable replacement framework. Support services provided by stadium	Potential problems with obtaining resource consent for lighting SE turf, at worst resulting in one turf not being lit to game standard. End on end turfs, less desirable configuration for lighting and game management. Possible shared use of one turf for winter sports training. Off season use for social sports e.g., touch, 'indoor' soccer, 'indoor' soccer.		Same as Option A

<b><u>OPTION B</u></b>	<b>Benefits</b>	<b>Impacts</b>	<b>Possible Additional Options/ Alternatives</b>	<b>If Status Quo remains</b>
<b>Netball</b>	Retain all current outdoor courts, until sufficient indoor area available to move totally indoors. Being able to move increasingly indoors as facilities are provided. User agreement documents future access and hire terms for committed time on indoor courts. Support services provided by stadium, in addition to existing club rooms.		Same as Option A	
<b>Soccer</b>	Use of No. 1 Enclosed Ground and support amenity. Potential access to train on WETT hockey turf.	Would lose front grass field and training lights relocated to NE area. May lose junior fields (NE grass areas) in the future.		
<b>Bowls</b>	Same as Option A		Same as Option A	
<b>Rugby</b>	Same as Option A	Same as Option A	Same as Option A	Same as Option A
<b>Stadium</b>	Additional court Ability to hold larger events and sports tournaments more readily and can sometimes cater for dual community/event use (2 x 2 courts). Re-development of services areas to cater for both indoor and outdoor users.	Lose access to front grass field (SE corner) to support event activity. Possible relocation of fitness centre (to Maori Park Aquatic Centre). Kitchen/store development plans on temporary hold.	Same as Option A	Same as Option A
<b>Indoor Sports Users</b>	Same as Option A	Same as Option A	Same as Option A	Same as Option A



# Timaru District Council Aorangi Park Updated Master Plan 2021



## Document Info & Acknowledgements

Document version: Final  
Authors: Danny O'Donnell, Kevin Collier, Richard Lindsay

### Acknowledgements

RSL would like to thank for following people and organisations for their input into developing this plan:

#### Project Team

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Steve Fennessy

#### Disclaimer

Information, data and general assumptions used in the compilation of this report have been obtained from sources believed to be reliable. RSL Consultancy has used this information in good faith and makes no warranties or representations, express or implied, concerning the accuracy or completeness of this information. RSL Consultancy is acting as an independent consultant. In doing so, the recommendations provided do not necessarily reflect the intentions of the client. Interested parties should perform their own investigations, analysis and projections on all issues prior to acting in any way in regard to this project.

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## 2.0 Executive Summary

RSL Consultancy has been commissioned by the Timaru District Council (TDC) and Sport Canterbury (SC) to undertake an update of the 2008 master plan for Aorangi Park.

The purpose of the Aorangi Park updated Master Plan is to provide the long term (25 year) direction for the park in terms of priority users and the related priority infrastructure requirements.

Aorangi Park has significant sporting infrastructure, with the majority of the assets being of regional significance for the South Canterbury region or of sub regional importance to the wider Canterbury region. It is identified that there is limited available space for future large-scale development without impacting on existing assets. Any future development should consider optimising spaces, support for the multi-use of assets and provide alignment between the sports.

Consultation was undertaken with a range of South Canterbury regional sports organisations, Sport Canterbury and Timaru District Council staff in determining the proposed priority facility development options outlined in the master plan. The proposed facility developments for consideration are:

- Indoor court extension.
- Relocation of number 2 hockey turf to existing netball courts.
- Realignment of netball hardcourts (with provision of future canopy cover for two outdoor courts).
- Future outdoor plaza space (adjacent to proposed indoor court extension).
- Reconfiguration of Aorangi Lounge to a multisport space.
- New internal roading layout.

The report has recommended that the updated Aorangi Master Plan is:

- Approved by Timaru District Council for community consultation.
- Distributed for wider community consultation for feedback and consideration.
- Final master plan be adopted by Timaru District Council for implementation.
- The staged approach outlined in section 12 of this report is implemented.
- A project development steering group is formed to oversee the implementation of the master plan.

## 3.0 Introduction

RSL Consultancy was commissioned by Timaru District Council (TDC) and Sport Canterbury (SC) to undertake an update of the master plan for Aorangi Park.

A master plan for the park was developed by TDC in 2008 that identified 3 stages of development. Stage 1 was adopted and has been implemented. Stages 2 and 3 of the 2008 master plan were not adopted by TDC which now wishes to review and update the future focus of the park.

### 3.1 Purpose of the Report

The purpose of the Aorangi Park updated Master Plan is to provide the long term (25 year) direction for the park in terms of priority users and the related priority infrastructure requirements.

In addition, the updated master plan will provide decision makers with direction for future investment on what should and should not be developed within the park.

It will provide an overview of how the park could be optimised with a co-ordinated planning approach while avoiding future ad-hoc developments.

The updated master plan will be developed with the premise that the existing layout is still considered effective for the majority of users and thus the proposed approach has been based on optimising the site with as little impact as possible on the wider assets.

The plan is not in any way a detailed needs analysis or feasibility study for any particular proposed facility development identified within the report. Full feasibility work should be undertaken to determine the viability of any facility developments before proceeding.

### 3.2 Methodology

The development of the updated master plan for Aorangi Park has been based on the following methodology:

- Review of 2008 master plan.
- Review of key TDC planning documents.
- Review of South Canterbury Spaces and Places Plan.
- Project team meetings.
- Consultation with stakeholders.
- Analysis of Sport New Zealand trends data.
- Analysis of relevant demographic data
- Analysis of relevant club membership data.
- Identification of Aorangi Park's considerations and opportunities.
- Identification of capital and operational considerations.
- Drafting master plan options.

## 4.0 Background of Aorangi Park

Aorangi Park was established in the 1950s by TDC with the majority of development occurring within the 1970s when the park was officially named Aorangi Park.

The purpose of Aorangi Park has historically been sports focused with the indoor stadium and the netball complex being developed early on along with football fields.

### 4.1 Purpose of Aorangi Park

The TDC has identified that Aorangi Park has two levels of service; a primary purpose and secondary purpose, both of which need to be considered when planning for the proposed future developments on the park. Council staff have provided the following regarding the purpose of the park:

The primary purpose of Aorangi Park is as a sports park that caters for a wide range of sporting user groups (community participation through to age group national provision).

The secondary purpose of the park is a neighbourhood park for people living within 10 minutes' walk from the park. The playground and areas for informal play at the park are also important to siblings and children of those partaking in sporting activities within the park.

### 4.2 Key Focus of Aorangi Park

Aorangi Park is positioned as the premier sports hub in Timaru and the home of a number of South Canterbury sports associations.

A large number of the sporting assets are positioned and recognised as the sub regional base for Canterbury and the regional base for South Canterbury.

The facilities within the park are positioned to be of South Island significance in terms of a venue suitable for community and age-group sporting competitions and events.

In the long term, the focus of Aorangi Park should continue as the premier sports hub for Timaru and South Canterbury with the ability to cater for a wide range of sporting organisations and events.

## 5.0 Strategic Context

There is a selection of key strategic planning documents that need to be considered for the development of the updated master plan for Aorangi Park.

### 5.1 Aorangi Park Management Plan Objectives (2006)

- (a) To provide for a venue and facilities for sport at a suitable standard to enable South Canterbury to host significant tournaments.
- (b) To retain, develop and promote Aorangi Park for the enjoyment and recreational use of the District's residents and visitors.
- (c) To administer Aorangi Park in accordance with relevant acts, bylaws, policies, regulations and plans.
- (d) To maintain the appropriate level of presentation in Aorangi Park, and to ensure the specified maintenance standards are achieved.
- (e) To maintain access to and encourage the use of Aorangi Park as a recreational and sporting resource for the people of South Canterbury.
- (f) To provide children's' playground equipment sufficient to cater for neighbourhood children as well as those who visit the park.
- (g) To provide for outdoor and covered venues capable of hosting community and cultural events.
- (h) To recognise the commercial recreational opportunities which exist within Aorangi Park, and to promote these without compromising the Parks' natural values, or the enjoyment of others.
- (i) To provide ancillary services such as car parking, lighting, public toilets and roads to support the major objectives above, without detracting from them individually.

### 5.2 Draft Timaru District Council Strategic Direction

TDC has developed a draft document that sets the strategic direction to assist with future decision making and investment purposes. The key goals and related areas of priorities are identified below.

**GOAL – Infrastructure: investing in the future through well-conceived and planned projects that support the growth and wellbeing of the community and the environment.**

- Invest for Future - We will invest in high quality infrastructure to meet the needs of our community.
- Apply Best Practice - We will use data and best practice to enable high quality infrastructure decision making.
- Responsive Planning - We will prioritise resilience in our planning for future infrastructure.
- Engage with People - Council will engage with our community to develop solutions to future infrastructure challenges.

**GOAL - Enhanced Lifestyle: focuses on providing a healthy community environment, that enables affordable access to the range of facilities, opportunities, and resources we need to thrive.**

- Accessible and Active - We will enable an active lifestyle for everyone across the accessibility spectrum.
- Shared Spaces -We will develop and maintain shared spaces that support community activity, diversity and foster pride.
- Facilities and Services - We will provide services and facilities to enhance the community.
- Affordability - Ensure everyone has to means to live equitably and with integrity.
- Health & Wellbeing - We will create opportunities for all citizens live within a safe, healthy community, where wellbeing needs are embraced.

### 5.3 South Canterbury Spaces and Places Plan 2018

The South Canterbury Spaces and Places Plan was developed in 2018. The purpose of the plan is to take a regional approach to facility planning in the South Canterbury area with the key considerations being:

- The desire of funders to invest wisely in identified priority projects that will make the most impact (indoors courts being one such priority).
- An ageing network of facilities needing refurbishment, re-purposing, replacement or removal.
- Changing demographics within a community, such as an increase in the population.
- Changing participation trends nationally and within a region requiring new types of facilities, or a new use of an existing facility.
- Increasing expectations of users and user groups.
- A growing acknowledgement that there is a hierarchy of facilities and that regional collaboration is the only fair and reasonable way to build and manage international, national, regional and sub-regional facilities.
- The risks inherent in focussing on and responding to the wants rather than the priority needs within a region.

The plan identified specific actions related to Aorangi Park which are priority in terms of their implementation. These are:

- Update the Aorangi Park Master Plan to effectively guide the future development of the park.
- Complete a feasibility study of Netball South Canterbury's (NSC) proposal to cover four netball courts for multi-purpose use at Aorangi Park (primarily for community sport participation) to be carried out concurrently with the Aorangi Park Master Plan Review.
- Indoor court demand and capacity is effectively monitored to enable the more detailed planning required to determine if there is an actual need for additional indoor courts, once the above recommendations have been actioned.
- Development of sports and active recreation hubs is a strong national trend to co-locate and integrate provision of key facilities and clubs. Benefits gained include economies of scale, efficiencies in shared spaces and services, and critically, to provide destinations that are vibrant and attractive to participants and economically sustainable. There is increasing recognition in the sport and recreation sector in South Canterbury of the importance of hub facilities and club partnership organisations to govern and manage.

### 5.4 Principles and Criteria of Aorangi Park Developments

The South Canterbury Spaces and Places Plan 2018 facility and space planning principles have been used to guide the thinking of the updated master plan. The planning principles are:

- Meeting an identified need and fit-for purpose to meet the need.
- Sustainability – consideration of the whole life costs.
- Partnering/Collaboration/Coordination.
- Co-location and Integration.
- Activation.
- Social interaction.
- Future proofing – adaptability.
- Accessibility.
- Reflective of the community/region.



The project team has also identified a series of criteria that have been utilised when considering potential future developments. These are:

- High level need of any such development.
- Fits with park purpose.
- Existing tenure of the intended user.
- Amount of use (for existing and future users).
- Availability of other options.
- Cost to develop and/or re-locate.

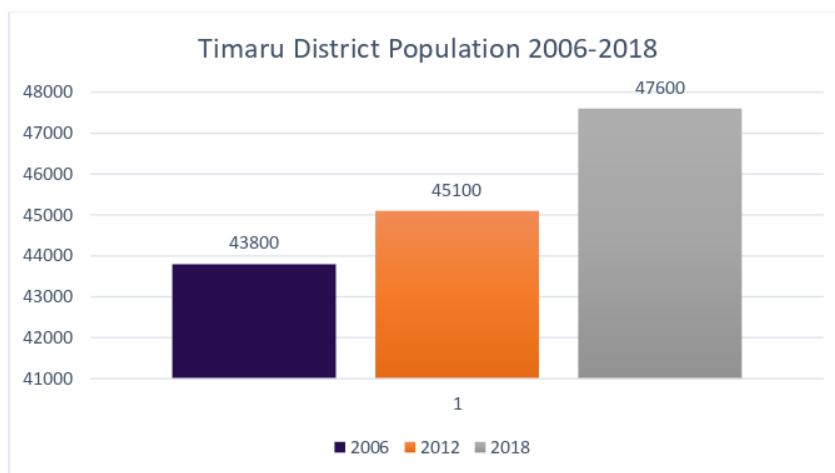
## 6.0 Demographic Overview

This section provides a summary of the key population patterns of the Timaru district and an overview of the potential impacts they may have on the provision of sporting facilities. Statistics New Zealand figures were used as the baseline data.

### 6.1 Population

Timaru district has experienced a gradual increase in its population in recent years. Figure 6.1 illustrates that Timaru’s population increased from 43,800 in 2006 to 47,600 in 2018.

Figure 6.1 Timaru District Population – Historic (2006-2018)

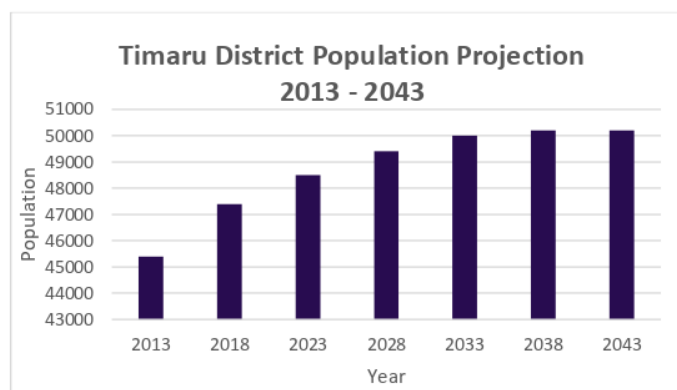


Source: [www.stats.nz](http://www.stats.nz)

### 6.2 Projected Population

Timaru district’s population is projected to increase to approximately 50,000 by 2033 (10%). However, from 2033 onwards the population is expected to plateau reaching 50,200 in 2043 as can be seen in figure 6.2. The projected growth of the Timaru district is not considered significant when compared to other growth regions around the county. However, even small amounts of population growth will impact on future demand for sporting facilities. These population statistics along with an understanding of national and local trends in participation will help to determine the future demand for additional facilities at Aorangi Park.

Figure 6.2 Timaru District Population Projection 2013-2043



Source: [www.stats.nz](http://www.stats.nz)

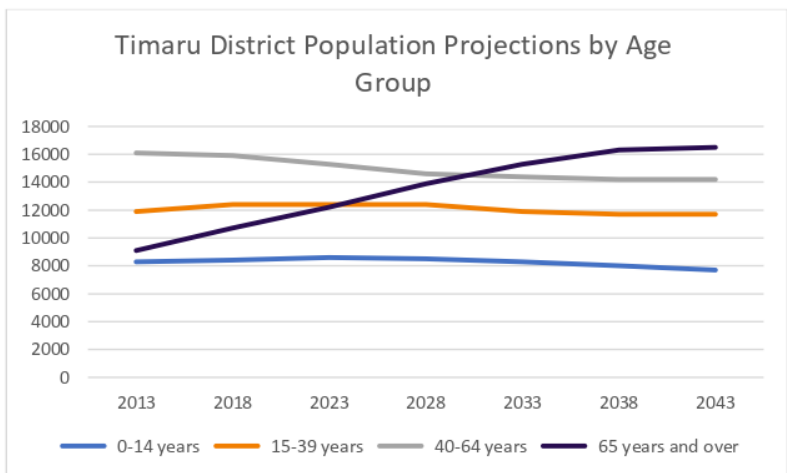
### 6.3 Projected Population by Age Group

The Timaru district has a similar age profile to most of New Zealand. There is evidence of an aging population with forecasts indicating the 65 years and over age group will be the largest grouping by 2033.

This has relevance to the future demands and patterns for sport and recreation activity participation and facility use, in particular the participation types and what facilities should be available to accommodate a greater proportion of older users. Population numbers in all other age groups in the Timaru District are expected to decline by between 2% (15-39 years) and 12% (40-64 years). Therefore, the population who more commonly participate in active, organised sport is not projected to increase.

The sport and recreation needs of those aged 40 years and above will need to be given serious consideration. While significant capital expenditure has been undertaken with regards to with the provision of sports fields, indoor and outdoor courts facilities and artificial turf in recent years, an understanding of how older age groups could utilise the existing assets should be considered. For example; can sport and recreation organisations provide more masters sport opportunities or accommodate emerging sport and recreation trends within the existing assets? Can adaptations to existing sports facilities be made to ensure access for those with reduced movement?

Figure 6.3 Timaru District Population Projection by Age Group 2013 - 2043



Source: [www.stats.nz](http://www.stats.nz)

#### 6.4 Projected Population by Ethnicity

Another aspect of the population profile of the Timaru District which is forecast to undergo change is that of ethnic make-up. Figures 6.4 and 6.5 show that over the period between 2013 and 2038 the proportions of Maori, Asian and Pacific people are all projected to increase (from a combined 12% in 2013 to 25% in 2038).

It is anticipated that in 2038, Maori will make up 13.5% of the Timaru District population, Asian 8% and Pacific 3%. When planning for the future use of sport and recreation facilities consideration should be given to the kinds of sport and recreation activities that are sought after by the resident population of an area. An increasingly diverse population will require a wider range of spaces and relevant activities.

Figure 6.4 Timaru District pop. by Ethnicity 2013

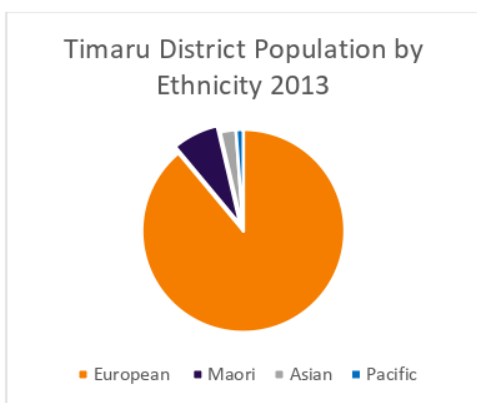
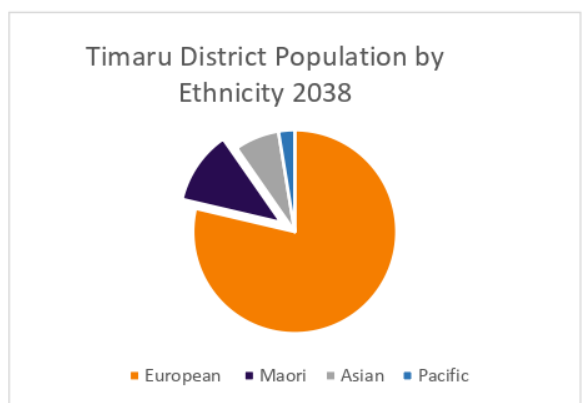


Figure 6.5 Timaru District pop. by Ethnicity 2038



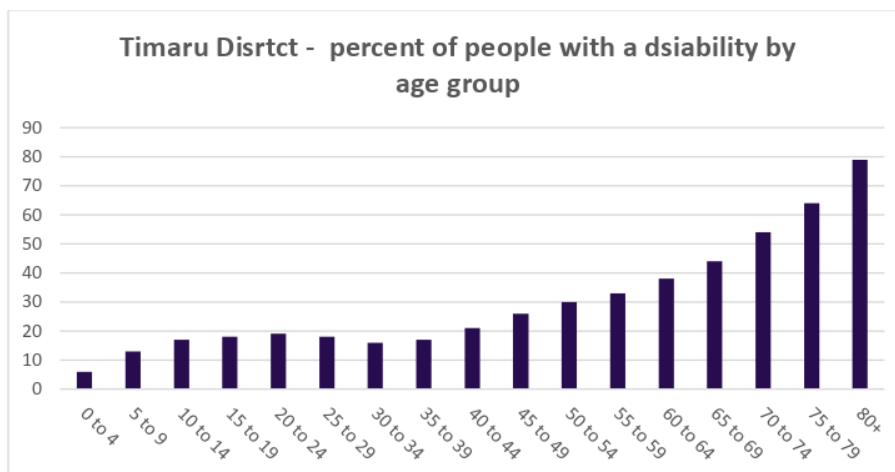
Source: [www.stats.nz](http://www.stats.nz)

6.5 Proportion of the Population with a Disability

While the rate of disability increases with age it is important to note that all age-groups have people with disabilities. When planning for sport and recreation facilities it is advisable to consider how to make facilities, sports and activities accessible.

Future facility developments need to consider the requirements of those with disabilities to ensure everyone has the opportunity to participate in sport (and recreation activities). Examples include better acoustics in indoor venues, energy efficient heating systems, more accessible walkways and additional seats and water access points.

Figure 6.6 Disability within the Timaru District Population 2013



Source: [www.stats.nz](http://www.stats.nz)

## 7.0 Current Aorangi Park Facilities and Stakeholders

There are a number of sporting organisations and sporting facilities based within Aorangi Park. Table 7.1 below identifies the facilities and the associated users to provide context for the following sections of the report. The table demonstrates the high number of users of the park and the related facilities that have been developed over time.

Table 7.1 Current Facilities and Stakeholders

Facility Name	Facility Owner	Facility Components	Facility Users
Southern Trust Events Centre	<ul style="list-style-type: none"> <li>Timaru District Council</li> </ul>	<ul style="list-style-type: none"> <li>3 indoor multipurpose courts</li> <li>Gym</li> <li>Lounge</li> <li>Commercial kitchen</li> <li>Indoor centre office space</li> <li>Sport Canterbury Office</li> <li>South Canterbury Basketball Office</li> <li>South Canterbury Hockey Operations Room</li> <li>Commercial kitchen</li> <li>Storage</li> <li>Changing rooms</li> </ul>	<ul style="list-style-type: none"> <li>Sport Canterbury</li> <li>South Canterbury Basketball</li> <li>Netball South Canterbury</li> <li>Aoraki Volleyball Association</li> <li>South Canterbury Badminton</li> <li>Hockey South Canterbury</li> <li>South Canterbury Futsal</li> <li>South Canterbury Speed Skating</li> <li>Timaru Indoor Netball</li> <li>Secondary Schools</li> <li>Events (e.g. various South Island secondary school tournaments and South Island Masters Games)</li> </ul>
Trust Aoraki Turf	<ul style="list-style-type: none"> <li>South Canterbury Hockey Trust</li> </ul>	<ul style="list-style-type: none"> <li>2 x Artificial hockey turf</li> </ul>	<ul style="list-style-type: none"> <li>Hockey South Canterbury</li> </ul>
Aorangi Oval	<ul style="list-style-type: none"> <li>Timaru District Council</li> </ul>	<ul style="list-style-type: none"> <li>Premier cricket oval</li> <li>Junior football pitches</li> </ul>	<ul style="list-style-type: none"> <li>South Canterbury Cricket Association</li> <li>Northern Hearts Football Club</li> </ul>
Graeme Blanchard Cricket Centre	<ul style="list-style-type: none"> <li>South Canterbury Cricket</li> </ul>	<ul style="list-style-type: none"> <li>Indoor cricket practice wickets.</li> <li>Office space</li> <li>Meeting space</li> </ul>	<ul style="list-style-type: none"> <li>South Canterbury Cricket Association</li> <li>Community use (range of other sports utilise the space for training purposes).</li> </ul>
Trust Aoraki all-weather Track	<ul style="list-style-type: none"> <li>South Canterbury Athletics Trust</li> </ul>	<ul style="list-style-type: none"> <li>Synthetic Athletics Track.</li> <li>Grandstand, covered seating.</li> <li>Senior football pitch.</li> </ul>	<ul style="list-style-type: none"> <li>South Canterbury Athletics</li> <li>Northern Hearts Football Club (pitch on infield)</li> </ul>

Facility Name	Facility Owner	Facility Components	Facility Users
Aorangi Lounge Facility	Timaru District Council	<ul style="list-style-type: none"> <li>Office space</li> </ul>	<ul style="list-style-type: none"> <li>Hockey South Canterbury</li> <li>South Canterbury Athletics</li> <li>Northern Hearts Football Club</li> </ul>
Alpine Energy Netball South Canterbury Clubrooms	<ul style="list-style-type: none"> <li>Netball South Canterbury</li> </ul>	<ul style="list-style-type: none"> <li>Netball South Canterbury Office</li> <li>Lounge space</li> <li>Meeting space</li> <li>Storage</li> </ul>	<ul style="list-style-type: none"> <li>Netball South Canterbury</li> </ul>
Netball Hardcourts	<ul style="list-style-type: none"> <li>Timaru District Council</li> </ul>	<ul style="list-style-type: none"> <li>Netball outdoor courts x 14</li> </ul>	<ul style="list-style-type: none"> <li>Netball South Canterbury</li> </ul>
Timaru Bowling Clubrooms and Greens	<ul style="list-style-type: none"> <li>Timaru Bowling Club</li> </ul>	<ul style="list-style-type: none"> <li>2 artificial lawn bowls greens</li> <li>Clubhouse</li> <li>Office</li> <li>Lounge space</li> <li>Storage</li> </ul>	<ul style="list-style-type: none"> <li>Timaru Bowling Club</li> </ul>
Training Fields	<ul style="list-style-type: none"> <li>Timaru District Council</li> </ul>	<ul style="list-style-type: none"> <li>2x football training fields</li> <li>Open space</li> </ul>	<ul style="list-style-type: none"> <li>Northern Hearts Football Club</li> <li>Community informal use</li> </ul>
Playground	<ul style="list-style-type: none"> <li>Timaru District Council</li> </ul>	<ul style="list-style-type: none"> <li>Playground (modular)</li> </ul>	<ul style="list-style-type: none"> <li>Community informal use</li> </ul>

## 8.0 Aorangi Park Issues and Considerations

Aorangi Park is the key sports hub in Timaru and the base for a number of South Canterbury regional sporting organisations. The park has significant sporting infrastructure, with the majority of the assets being of regional significance for the South Canterbury region or of sub regional importance to the Canterbury region.

There is limited available space for future large-scale development without impacting on existing assets. Any future development should consider optimising spaces, support for the multi-use of assets and provide alignment between the sports.

The park should continue to be a hub for sporting facilities with a focus on both community and sub regional competition, events, training and social activity. The park also needs to recognise its neighbourhood park status requiring it to have provision for open green space for informal play for the wider community.

The below tables identify the key facility component and their associated considerations in the updated master plan.

Table 8.1 Indoor Courts

Consideration	Proposed Solution	Outcome for Master Plan
<p>The Southern Trust Events Centre (STEC) is identified as a sub regional indoor sports venue for Canterbury and the key indoor venue for South Canterbury.</p> <p>The three-court indoor venue is well utilised during peak times and operates as a venue for hire as opposed to staff delivering programmes. The Southern Trust Events Centre was upgraded in the 1990’s and is in good condition.</p> <p>South Canterbury Basketball (SCB) is currently the largest user of the venue (with 2,439 members) and is experiencing issues with enough access to deliver their programmes. Due to access constraints SCB are delivering a compromised programme of shorter game times than most competitions nationally. SCB are not able to deliver any skills programmes, development programmes or increase teams into competitions due to limited access to the indoor venue.</p> <p>Netball South Canterbury (NSC) currently utilises the indoor venue for their premier competitions only. However, NSC is proposing to deliver its entire senior and secondary school competition indoors as is the trend nationally. This would equate to approximately 550-600 netball participants requiring indoor court access over a week’s period.</p>	<ul style="list-style-type: none"> <li>Basketball and netball require increased access to indoor courts to meet demand.</li> <li>Consider utilising ¾ indoor courts to deliver junior competitions.</li> <li>Reviewing of programming of existing courts to optimise use.</li> <li>Refurbishment of existing STEC stadium and allow for additional spectator seating.</li> <li>Utilising school gymnasiums when possible.</li> <li>Utilising other single-court council or private venues when possible.</li> </ul>	<ul style="list-style-type: none"> <li>Consider court extension to existing indoor facility.</li> <li>Consider reconfiguration of existing indoor facility gym and other spaces to cater for the sports hub office model.</li> <li>Consider reconfiguring upstairs lounge to be a community lounge for indoor venue users and wider community.</li> </ul>



Consideration	Proposed Solution	Outcome for Master Plan
<p>Both the badminton (230 members) and volleyball (300 members) have indicated that the existing facility is meeting their needs and have no requirements for additional courts.</p> <p>Futsal (a version of indoor football) is a growing sport nationally and will add pressure to access indoor court space for the delivery of its sport. Currently futsal delivers a junior competition (320 members) and is currently looking to add a senior competition.</p> <p>The venue is also positioned to accommodate sporting events ranging from local to South Island in scale with the venue being a central location from Invercargill to Nelson.</p> <p>Currently the venue is not available on Saturdays for regular local sporting competitions as this timeslot is earmarked for events throughout the year.</p>		

Table 8.2 Gym

Consideration	Proposed Solution	Outcome for Master Plan
<p>There is a gym located within the Southern Trust Events Centre which caters for weights and programmes. This is not a commercial gym but is utilised by Sport Canterbury to deliver its related programmes and activities. Overall, the gym is not well utilised.</p> <p>TDC has indicated the focus of the gym cannot be commercial in nature due to the council operating a commercial gym from the Caroline Bay Aquatic Centre which is located nearby.</p> <p>Traditionally, gyms within indoor sport centres provide significant revenue to the centre management if operated on a commercial basis. If there is no long-term appetite for a commercial gym operation within the indoor venue then there is the potential for the space to be better utilised.</p>	<ul style="list-style-type: none"> <li>• Gym is removed and the space is utilised for another function.</li> <li>• Optimise space with alternative users.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider reconfiguring the gym to become the proposed sports house.</li> </ul>

Table 8.3 Netball Hard Courts

Consideration	Proposed Solution	Outcome for Master Plan
<p>Netball South Canterbury (NSC) has a strong membership of approximately 1,215 with 45% being senior (adult) participants.</p> <p>NSC has access to 14 outdoor courts as well as their own netball pavilion including office, meeting, and lounge spaces.</p> <p>The goal of NSC is to deliver its senior competition (including secondary schools) indoors as is the trend nationally for netball. A key issue related to this will be an understanding of the cost to its senior members for moving its competition indoors.</p> <p>NSC has been in discussion regarding the potential relocation of a hockey turf over a portion of their existing outdoor netball courts. This requires NSC having increased access to indoor court space. NSC would still need an appropriate number of outdoor courts to deliver junior competitions long term.</p> <p>Part of the discussion has also included the removal of its existing clubroom space with the netball office and administration functions being relocated within the indoor stadium and collocated with other sports organisations.</p>	<ul style="list-style-type: none"> <li>• Provide a mixture of outdoor, covered and indoor court space required long term to enable delivery or programmes.</li> <li>• Provide appropriate spaces within the indoor court venue to accommodate NSC administration requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider developing 3 court extension to existing indoor facility.</li> <li>• Reconfiguration of existing indoor facility to cater the sports hub office model.</li> <li>• Provide for 8 outdoor courts.</li> <li>• The ability to cover (canopy style) two outdoor courts in the long term if demand warrants.</li> </ul>

Table 8.4 Hockey Turfs

Consideration	Proposed Solution	Outcome for Master Plan
<p>Hockey South Canterbury (HSC) owns two turfs within the park. These are the only full-size artificial turfs in the south canterbury region. (Some schools have ½ and ¾ size turfs).</p> <p>HSC has a large membership of 1,100-1,200 affiliated members.</p> <p>HSC has indicated it does not desire a third turf long term.</p> <p>Currently the two turfs have minimal physical connection due to the location of the SBS Events Centre.</p> <p>The management of hockey and the turfs are split between two buildings. This provides issues when delivering competitions.</p> <p>The current wet turf is due for replacement within the next three years.</p>	<ul style="list-style-type: none"> <li>• Better alignment of two turfs.</li> <li>• One centralised administration centre.</li> </ul>	<ul style="list-style-type: none"> <li>• Relocation of wet turf.</li> <li>• Reconfiguration of existing indoor facility to cater the office and tournament space for HSC.</li> </ul>

Table 8.5 Athletics Track and Office

Consideration	Proposed Solution	Outcome for Master Plan
<p>South Canterbury Athletics Trust (SCA) owns the synthetic track within the park. It is the only synthetic track in the South Canterbury region.</p> <p>SCA has indicated it does not have a need for any major asset developments long term.</p>	<ul style="list-style-type: none"> <li>• Review the potential to retro fit the existing Aorangi Lounge space to provide a multi sports space for various codes.</li> </ul>	<ul style="list-style-type: none"> <li>• The existing Aorangi Lounge space should be retro fitted to make it a multi-purpose venue for athletics, cricket and football.</li> </ul>

Consideration	Proposed Solution	Outcome for Master Plan
<p>The key issue for SCA is the requirement to resurface the track every 12-15 years. The resurfacing of the track is due in 2021. Third-party funding has been sourced to complete the project.</p> <p>Access to lounge spaces for competition and event mode is required.</p>		

Table 8.6 Cricket Facilities

Consideration	Proposed Solution	Outcome for Master Plan
<p>South Canterbury Cricket’s (SCC) main oval is the premier cricket venue in the South Canterbury region.</p> <p>SCC has indicated it requires a pavilion-type facility long term to accommodate the needs of the officials, scorers and players during competition and event mode.</p> <p>The indoor cricket facility accommodates three indoor practise lanes as well as office and meeting spaces.</p>	<ul style="list-style-type: none"> <li>Review the potential to retro fit the existing Aorangi Lounge space to provide a multi sports space for various codes.</li> </ul>	<ul style="list-style-type: none"> <li>The existing Aorangi Lounge space should be retro fitted to make it a multipurpose venue for athletics, cricket and football.</li> </ul>

Table 8.7 Football Facilities

Consideration	Proposed Solution	Outcome for Master Plan
<p>Northern Hearts Football club is a long-standing tenant of the park.</p> <p>The park is the club’s home and is where they train and play home games.</p> <p>Over time the available area for football within Aorangi Park has been decreasing due to other facility developments occurring.</p> <p>The club utilises the inner field of the athletics track as its number one senior field. The cricket oval is used for junior football games. There are dedicated training areas within the park for all its training needs.</p> <p>The training areas have poor quality fields and lighting. The poor quality does not allow the space to be fully utilised.</p> <p>Any impact of losing existing training space would require solutions to allow the training needs of the football club to be met.</p>	<ul style="list-style-type: none"> <li>• Increase quality of remaining training fields and associated lighting.</li> <li>• Provide alternative training options at other appropriate locations.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to provide for appropriate space to cater for football’s training needs.</li> <li>• Increase quality of remaining training fields and associated lighting.</li> </ul>

Table 8.8 Lawn Bowls

Consideration	Proposed Solution	Outcome for Master Plan
<p>The Timaru Bowling Club is the result of the amalgamation of two bowls club and has a membership of approximately 55.</p>	<ul style="list-style-type: none"> <li>• Future amalgamation of other bowls clubs within Timaru should consider consolidating at the Timaru Bowls Club.</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain appropriate carpark spaces adjacent to bowls club.</li> </ul>

Consideration	Proposed Solution	Outcome for Master Plan
<p>The club has two artificial greens and a clubhouse in good condition with office, meeting and lounge spaces.</p> <p>The club has indicated they do not need an additional green long term.</p> <p>There is a need to maintain appropriate parking in proximity to the clubhouse.</p>	<ul style="list-style-type: none"> <li>• Sport Canterbury and Bowls South Canterbury to partner in the development of strategic facilities plan for the sport of bowls.</li> </ul>	

Table 8.9 Events

Consideration	Proposed Solution	Outcome for Master Plan
<p>Events play a significant role within Aorangi Park with many local, district and regional events occurring within the park.</p> <p>The outdoor courts, oval, track, artificial turfs and the indoor sports centre all attract events. Examples of events such as the South Island Masters Games and South Island Secondary Schools provide significant economic benefits to the Timaru district.</p> <p>The existing tension between attracting indoor commercial events and the related impact they can have on the delivery of indoor community sport for the short period of time the event is undertaken should be considered.</p>	<ul style="list-style-type: none"> <li>• Co-ordinated management of events within Aorangi Park by the user groups.</li> <li>• Development of infrastructure that will allow for the co-delivery of events and community sport.</li> </ul>	<ul style="list-style-type: none"> <li>• Consider extension to existing indoor facility to allow for co-delivery of indoor events and indoor community sport.</li> </ul>

Table 8.10 Open Space

Consideration	Proposed Solution	Outcome for Master Plan
<p>Aorangi Park is classified as both a sports park and a neighbourhood park.</p> <p>TDC’s level of service for a neighbourhood park is that a children’s’ playground and a minimum area of 1,000 square metres, but preferably 3,000 – 5,000 square metres of grass surface for play and informal games and gatherings is provided.</p> <p>There is limited open (informal) green space within the park.</p>	<ul style="list-style-type: none"> <li>• Ensure appropriate levels of open green space is preserved within the park.</li> <li>• Ensure a large playground is incorporated in final design of the park.</li> <li>• Ensure dedicated training areas can be utilised by wider community for informal use.</li> <li>• Ensure cricket oval can be utilised by wider community for informal use.</li> </ul>	<ul style="list-style-type: none"> <li>• Maintain appropriate open green space for informal recreation.</li> <li>• Utilise existing formal green space as informal green space.</li> <li>• Master plan to ensure green spaces can be easily viewed and accessed by the general public.</li> </ul>

## 9.0 Indoor Court Issues and Considerations

A key component of the updated master plan is the discussion and decision on the proposed addition to the current indoor court venue at the park. Various submissions to council and external planning documents have been developed requesting in some cases, up to nine additional indoor courts within the park.

Any increase with regards to indoor court provision will have an impact on the updated master plan in terms of facility locations and potential sharing of facilities.

The final decision on the scale of additional indoor facility provision will require a full feasibility study and business plan including detailed design to understand the viability of the project (from a capital and operational cost perspective).

However, the following high-level needs analysis provides the key indicators for determining the required space for provision of additional courts in the future.

### 9.1 Current Facility Usage

The indoor courts are well utilised with Southern Trust Events Centre management estimating capacity at peak times is sitting around the 85% - 90% mark (between the hours of 4pm to 9pm). The venue management has also identified the ability to undertake some reprogramming to allow for additional hours to be available for community use. As an example, there is the ability to extend closing time of the centre to 10pm, to cater for senior competitions (however this is not a preferred model due to the late finish).

The current lack of capacity (at peak times) of the indoor courts will continue to limit the growth of some existing programmes and be prohibitive in allowing new programmes and activities to be undertaken within the indoor court facility.

As with all indoor court facilities nationally, the use of the indoor courts during non-peak times (9am to 4pm) is limited. Facilities that have an operational model of programme delivery as opposed to a venue for hire approach do have a higher usage rate during non-peak hours.

There are approximately 60 days of events use of the indoor court space on average per year which provides for the second largest revenue stream for the indoor facility.

### 9.2 South Canterbury Indoor Sport Organisations

There are a number of South Canterbury sports organisations that currently utilise the Southern Trust Events Centre for a range of training, competition and event delivery purposes.

As identified earlier in the report there is a range of issues that relate directly to the potential need for additional court space:

- South Canterbury Basketball cannot grow its membership due to not being able to access additional indoor court time because of capacity issues at peak times.
- Due to access constraints, SCB are delivering a compromised programme of shorter game times than most competitions nationally.
- NSC is proposing to deliver its entire senior and secondary school competition indoors which would equate to approximately 550-600 netball participants requiring indoor court access each week, during season.
- South Canterbury Futsal delivers a junior competition and is looking to deliver a senior competition.
- Both the badminton (230 members) and volleyball (300 members) have indicated that the existing facility is meeting their needs and have no requirements for additional courts.



### 9.3 New Zealand Sport Trends

Sport New Zealand has released several reports and studies over recent years that highlight trends in relation to indoor court facilities. The key findings are:

- Sport and recreation provided for indoors is becoming increasingly popular.
- Social sports and activities are increasing in popularity (sports that are played indoors provide a range of opportunities).
- Basketball is now the number one participation sport for youth in New Zealand.
- Netball is increasingly moving the delivery of its programmes indoors. The vast majority of South Island netball centres (and some in the North Island) now play all or part of their competitions indoors.
- The emergence of new sports such as Futsal which have increased significantly in popularity, placing additional pressure on indoor court space.

### 9.4 Network Approach

The focus should be on optimising the capacity of the current stock of indoor spaces where it is practicable and operationally viable for sports.

The current network of indoor courts includes secondary school indoor courts and other council-owned indoor court facilities which are spread through the district and region. The current network of indoor courts for the South Canterbury region are:

Facility Name	Location	Number of Indoor Courts
Southern Trust Events Centre	Timaru	3
Washdyke Community Centre	Timaru	1
Temuka Alpine Energy Stadium	Timaru	1
Pleasant Point Gymnasium	Timaru	1 x 2/3 court size
Waimate Event Centre	Waimate	2
Craighead Diocesan School	Timaru	1
Mackenzie College	Mackenzie - Fairlie	1
Mt View High School Gym	Timaru	1
Roncalli College	Timaru	1
	<b>Total Indoor Courts</b>	11 full size courts 1 x 2/3 size court

**Note:** Timaru Boys High gymnasium has not been identified as an indoor sports venue accessed by the stakeholders interviewed as part of the report.

It is understood that from an operational perspective, the delivery of large-scale competitions (as is the case with basketball and netball) and events is more effective and efficient from larger multi court venues. This is due to the ability for the sport to maximise their limited volunteers and officials and the management of staff to deliver the competitions and events.

The South Canterbury sports organisations such as basketball, netball, futsal and badminton have large membership bases and require the use of multi court facilities to deliver their programmes.

The current one court facilities and school facilities throughout the district and region are being utilised by clubs and community groups for the delivery of training and small competitions.

### 9.5 Sport New Zealand Indoor Courts Facility Strategy

Sport New Zealand as the lead government agency for sport and recreation have undertaken a significant project in relation to the planning of indoor court provision for decision-makers across the country.

The work was built on the Sport England indoor court provision calculator with England using it for the planning of new indoor court venues.

Although the Sport New Zealand guide provides direction in terms of appropriate indoor court provision ratios for population levels, it should be seen as a guide only and utilised as part of the toolbox when planning for new indoor court developments.

Sport New Zealand’s high-level guidance regarding the ratio of courts to residents identifies that for every 9,000 residents, one full size equivalent indoor court should be provided. The provision of indoor courts considers school facilities where access is appropriate for community sport.

The outcome when utilising the Sport New Zealand indoor court calculator identifies that the Timaru district should have 5.5 courts for the community to access (council and school courts).

- Timaru’s district’s current population of 48,000 (approx.) divided by 9,000 = 5.5 indoor courts.

Timaru’s district’s projected by 2050 population of 57,000 (approx.) divided by 9,000 = 6.5 indoor courts required. The Timaru district currently has access to 8 and one 2/3rd size indoor courts which is made up of 3 indoor courts at the Southern Trust Events Centre and single courts at Washdyke Community Centre, Temuka Alpine Energy Stadium, Pleasant Point Gymnasium, Craighead Diocesan School, Mt View High School Gym, Roncalli College. The current one-court facilities and school facilities throughout the district and region are being utilised by clubs and community groups for the delivery of training and small competitions. However, the larger sports such as basketball and netball have stated they require multiple courts within a venue to deliver an operational viable competition.

The age, condition and functionality of the one court venues should be considered when planning for additional community indoor courts. Although single courts can meet local demand for sport and recreation, multi court venues are required to meet needs for regional sports competitions, programmes and events.

The pressure for indoor court space is derived from larger scale competitions and sports such as basketball, netball and futsal and as a result, the proposed provision of additional multiple indoor courts could be a benefit long term the community of Timaru.

### 9.6 Events

Events are an important business component for the indoor stadium as they provide the second largest revenue stream. The events range from South Island sporting championships through to local non-sporting community events. An average of 60 days of events traditionally occur within the Southern Trust Events Centre and account for 1,794 hours of use annually.

Currently the indoor stadium is not utilised for community sport to allow events to be undertaken; this arrangement would need to be reconsidered if an expansion of indoor courts occurred.

It should be noted that there are a number of newly developed large indoor sporting venues within the wider Canterbury region that will be in direct competition for larger regional and national sporting events.

Events	Days	
	2018-2019	*2019-2020
Major events	31	26
School events	9	10
Other events	21	10
<b>Total hours of Use</b>	1,794	1,255
<b>Total Event Numbers</b>	95,589	63,383

\*2019-2020 was impacted by COVID-19 with the indoor courts being closed in April and May and limited use in June

## 10.0 Aorangi Park Updated Master Plan Key Facility Developments

The key facility developments identified in this master plan are:

1. Indoor court extension.
2. Develop a Sports House model.
3. Re-location of an existing hockey turf.
4. Increase quality of turf and lights for the training fields.
5. Multisport redevelopment space.

The following section summarises these proposed developments.

### 10.1 Indoor Court Extension

The findings from the indoor court section provide the medium-term considerations for the indoor courts. The development of additional indoor court space would be pending the favourable outcome of a business case.

It is proposed that the Southern Trust Events Centre should consider the extension of space to cater for up to three additional new courts and ancillary facilities.

**The rationale for the potential extension for space for up to three courts is highlighted below:**

- Allow basketball to cater for additional teams in their competitions which they are not able to at present.
- Allow basketball to provide games at appropriate lengths and not reduced game times.
- Allow basketball to deliver programmes such as skills and development programmes which they are not able to at present.
- Basketball is now the largest youth participation sport in the country.
- 3 x full size courts can be laid out to provide for 4 to 6 ¾ sized basketball courts depending on final dimensions of the indoor court extension.
- The ¾ basketball courts could service the junior competitions which is approximately 60% of the basketball membership.
- Allow netball to move its senior competition (including its current senior and secondary school competition) to indoor courts. A move to indoor courts is supported by the national body within its strategic documents.
- Allow futsal to deliver a senior competition (only have access to deliver a junior competition currently).
- Assist with attracting larger South Island indoor sporting events to Timaru along with associated economic return for district and the key revenue source for indoor facility.
- Provide the ability to co-deliver events and community sport with limited disruption between the two.

**Note: Consideration should also be given to the refurbishment of the existing STEC stadium (including the allowance for additional spectator seating). The quality of the existing stadium should remain high to attract existing and potential users.**

### 10.2 Sports House Model

There are a number of sporting organisations based at the park with a variety of spaces, quality and locations.

There is an opportunity to provide for a sports house model where all of the sports are co-located in the same location. This could include Netball, hockey, basketball, Sport Canterbury, cricket and others.

There is the ability to develop shared services and spaces alongside separate office and competition control spaces. The sports house model can provide for shared learnings between sports, coordination of training opportunities and the ability to leverage of others. Sports houses are situated throughout the country and are supported by Sport New Zealand as effective practice.

Detailed planning would be required to identify the optimum layout for the proposed sports house.

### 10.3 Hockey Turf Relocation

The current two artificial turfs are located on either side of the indoor sports facility and as a result there is minimal connection between the two turfs.

This has created a compromised situation for the management and delivery of hockey competitions and events. The ability to have two turfs either adjacent to one another or at minimum in close proximity to the office control space is considered effective practice.

The relocation of the current wet turf (which is due for replacement within the next three years) to within a closer proximity to the current main turf is considered an appropriate long-term solution for the site. If this is achieved in combination with the relocation and development of a sports house and associated events control spaces, it will allow for hockey to optimise the use of officials and volunteers.

### 10.4 Netball Hard Courts

As highlighted within this report, NSC have been in discussion regarding the potential relocation of the existing #2 hockey turf to a new location over a portion of their existing outdoor netball courts. This is based on NSC having increased access to indoor court space. NSC would still require an appropriate number of outdoor courts to deliver junior competitions long term.

The junior netball membership is currently 650 with a drive to increase this number by NSC in 2021 and beyond. There will still be a requirement to provide for an appropriate number of outdoor courts to meet future junior netball teams' demand.

It is proposed that Netball South Canterbury has access to eight outdoor hardcourts for (primarily) junior competitions (650 members).

Long term, there is the potential to install a canopy cover over two of the proposed eight outdoor courts to provide a range of delivery solutions for netball including indoor, covered outdoor and non-covered outdoor courts.

The proposed removal of netball's clubhouse facility will require NSC to become a core tenant in the proposed sports house facility.

### 10.5 Increase Quality of Training Fields

Currently the football training spaces, and the cricket outer oval are utilised by the wider community for informal recreation activity. The football training fields have limited drainage and as a result are in poor condition during the winter months limiting community use of the space.

The proposed updated master plan will require a redirection of the link road within the park and would result in the loss of a portion of the training fields and thus open space.

As highlighted, the current football training fields have limited drainage as well as limited lighting which has resulted in not maximising the available training hours. The training fields are the only areas for the youth and senior teams to train at within the park. As a result, there is a need to optimise the remaining training field spaces so the football club and other users can utilise the spaces during the winter months.

It is proposed that the quality of the training fields and associated lighting be improved to increase the hours of use.

### 10.6 Reconfiguration of Aorangi Lounge to a multipurpose clubroom/lounge space

The Aorangi lounge is a space for hire and is utilised by the cricket, football and athletics organisations based at the park. There is also an upstairs office space which is utilised currently by the South Canterbury Hockey Association for their administration purposes.

There is the potential to reconfigure and upgrade the lounge and upstairs space to become a multisport hub for officials, volunteers and players for all sports to share when hosting home games or events at the athletics track, cricket oval and football fields.

It is proposed that the administration for hockey is relocated to the proposed sports house space.

## 11.0 Aorangi Park Updated Master Plan – Preliminary Overview

The findings from the previous sections have been used to develop an updated master plan for Aorangi Park. The purpose of the updated master plan is to ensure decisions on developments are made with the best possible long term outcome and discussions to proceed with partners, stakeholders and funding agencies. It is anticipated that the updated master plan will be the first step in the design process. The final master plan will be modified as the project progresses.

The Aorangi Park updated master plan has provided the following preliminary plans:

- Preliminary high-level overview of Aorangi Park proposed developments.
- Preliminary sketch floor plan of the proposed indoor court extension and related new spaces and reconfiguration of existing spaces.

The Aorangi Updated Master Plan identifies the following proposed facility developments:

- Indoor court extension.
- Relocation of number 2 hockey turf to existing netball courts.
- Realignment of netball hardcourts (with provision of future canopy cover for two outdoor courts).
- Future outdoor courtyard space (adjacent to proposed indoor court extension).
- Reconfiguration of Aorangi Lounge to multisport space.
- New internal roading layout.

The 'Preliminary Sketch Floor Plan - Indoor Court Extension' identifies the following proposed facility developments:

- Three indoor courts at the larger netball court size (has the ability to convert to four to six three quarter basketball courts depending on final floor size).
- New plant and storage space for proposed indoor court extension.
- Main entrance with foyer, offices space and new changing facilities.
- Kiosk space for wider community use.
- Sports house space (in place of existing gym space and current entrance).
- New changing rooms for hockey and other users of park.

Local Park Infrastructure

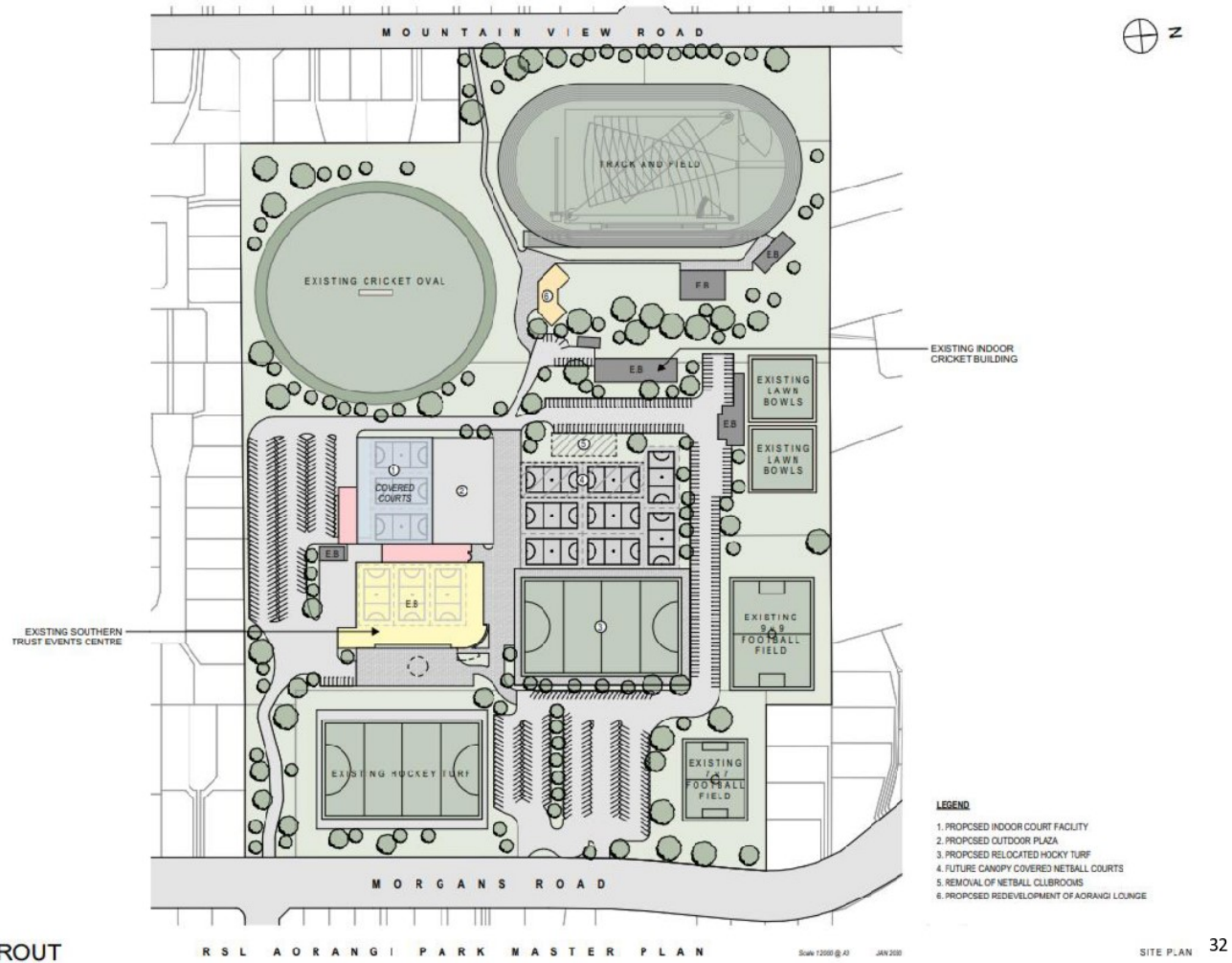
- The final master plan will need to consider the detail around local park infrastructure such as walking tracks, bench seating, drinking fountains and potential activity zones, such as 3 on 3 basketball outdoor courts.

11.1 Aorangi Park – Current Park Layout



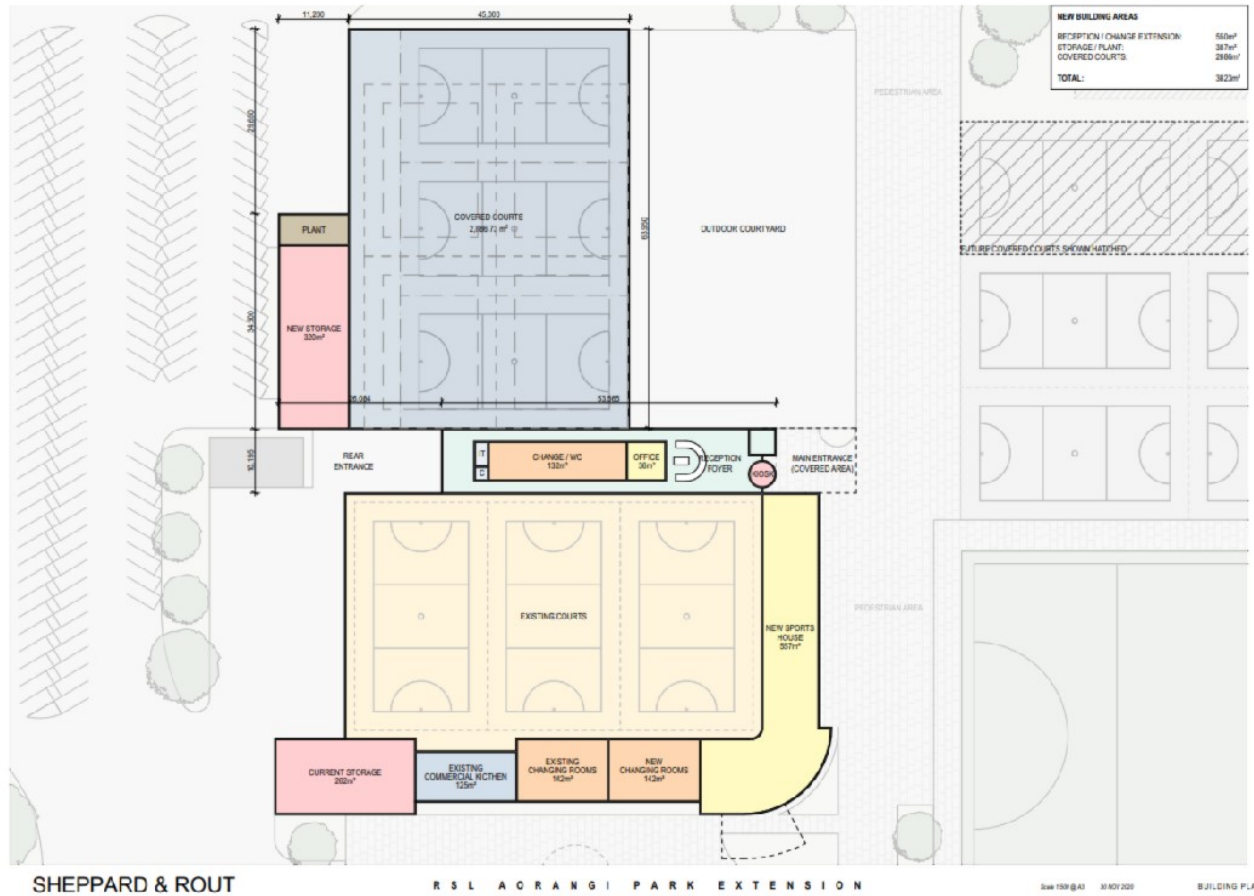
- LEGEND**
- 1. SOUTHERN TRUST EVENTS CENTRE
  - 2. TRUST AORANGI TURF
  - 3. ALPINE ENERGY NETBALL SOUTH CANTERBURY COURTS
  - 4. AORANGI OVAL
  - 5. TRUST AORANGI ALL-WEATHER TRACK
  - 6. AORANGI CLUBHOUSE
  - 7. TIMARU BOYS CLUB
  - 8. GRAEME BLANCHARD CRICKET CENTRE
  - 9. FOOTBALL TRAINING FIELDS

11.2 Aorangi Park Draft Master Plan – Preliminary Overview Plan





11.3 Preliminary Sketch Floor Plan - Indoor Court Extension



## 12.0 Staged Approach

The draft updated master plan, if approved will require a detailed planned approach with regards to its implementation. There are several initial key pieces of work that will determine if particular proposed developments will be feasible or not.

The key stages are as follows:

1. Develop a funding plan for implementation of the master plan
  - A detailed funding plan identifying potential funding sources and funding thresholds should be developed to understand viability of funding the proposed master plan facility developments.
  - Initiate high level discussions with the key funding stakeholders to determine their indicative level of support for key facility developments.
2. Feasibility study and business case on proposed indoor court extension (including sports house, entrance and lounge reconfiguration)
  - Undertake a detailed feasibility and business case to examine the actual viability and sustainability of the proposed indoor court extension. The study should include a detailed business plan of potential usage and the related revenue and cost streams. This will be a critical piece of work to provide TDC with robust information to make an informed decision on whether to proceed with the development or not.
3. Design phase of proposed indoor court extension, if feasibility study is approved by TDC
  - Undertake detailed design of the proposed indoor venue and associated components (e.g., sports house). This phase will include discussion and negotiation with council and key sports to finalise the size and scope of the development.
4. Find temporary home for netball for delivery of its sport
  - Netball South Canterbury will require alternative facilities (outdoor) to deliver its junior programmes if a hockey turf is developed on some of their existing outdoor courts. Secondary school courts and other venues should be considered as temporary options while the build (of turf and new outdoor courts) is completed.
5. Relocate Hockey Turf
  - If the indoor court extension progresses, then relocate the current wet turf to where a portion of the existing netball hardcourts exist.
6. Develop indoor court extension
  - Develop indoor court extension as per outcome of earlier detailed design phase.
7. Sports House Development
  - Develop sports house space as per outcome of detailed design phase.
8. Upgrades to Training Fields and Lights
  - Upgrade the field quality and lighting quality for the current football training areas.
9. Plan, Design and Implement Aorangi Lounge Redevelopment
  - Undertake detailed planning and design for the redevelopment of the Aorangi Lounge into a multisport space. Once complete, undergo the redevelopment of the space.

### 13.0 Indoor Court Capital and Operational Funding Considerations

Any future proposed development within Aorangi Park will need to consider the reality of successfully obtaining the required capital funding and in most cases the long-term operational viability of the facility.

Operational support for the ongoing running of large-scale facilities is traditionally met through a combination of the participant being charged higher fees than field or hardcourt spaces and from councils in some form of ongoing subsidy and/or seed funding for upgrades.

#### 13.1 Capital Costs Considerations

A review of recent large-scale sporting facilities has identified a range of capital costs for previous indoor facility developments.

The following table provides an overview of recent sporting facility developments from a traditional and alternative building methods.

Table 13.1 Benchmarking Capital Costs for Indoor Court Facilities

Facility Name	Building Method	Number of Courts	Approx. Capital Cost	Year of Construction
Foster Park Indoor Courts (Selwyn District Council)	Non-Traditional	8 (4 indoor and 4 covered courts)	\$22 million	2020
Waimakariri	Traditional	4	\$28 million	2020
Trustpower Stadium (Tauranga)	Traditional	9	\$42 million	2011
Rototuna Indoor Centre (Waikato)	Traditional	4	\$10 million	2017

#### 13.2 Operational Cost Considerations

The scale of the ongoing operational costs of a sporting facility is often linked to the scale and size of the sporting facility (both indoor and outdoor). In essence, the larger the facility the larger the ongoing operational cost.

There is a need to maintain the sporting facility to a high standard in order to continue to provide a quality experience to one; keep the participants coming back and secondly to justify the user charge prices.

As a result, sufficient funds need to be allocated to provide for ongoing repairs and maintenance, upgrades for floors, changing facilities, lounge, and meeting spaces. Ongoing funds for depreciation of assets to fund large scale upgrades should also be built into the operational budget. The following table provides an overview of sporting facilities and their related operational subsidies.

Table 13.2 Benchmarking Operational Subsidies for Indoor Court Facilities

Facility Name	Management Model	Number of Courts	Approx. Operational Subsidy
Selwyn	Council	8	\$400,000 p.a.
Trustpower Stadium (Tauranga)	CCO	9	\$780,000 p.a.
Rototuna Indoor Centre (Waikato)	Trust	4	\$120,000 p.a.

## 14.0 Conclusions and Recommendations

Aorangi Park is the key sports hub in Timaru and the base for a number of South Canterbury regional sporting organisations. The park has significant sporting infrastructure, with the majority of the assets being of regional significance for the South Canterbury region or of sub regional importance to the wider Canterbury region.

There is limited available space for future large-scale development without impacting on existing assets and the proposed developments have considered optimising spaces, support of multi-use assets and providing alignment between the sports.

Consultation was undertaken with a range of south canterbury regional sports organisations, Sport Canterbury and Timaru District Council staff in determining the proposed priority development options outlined within the report.

The Aorangi Updated Master Plan identifies the following proposed facility developments:

- Indoor court extension.
- Relocation of number 2 hockey turf to existing netball courts.
- Realignment of netball hardcourts (with provision of future canopy cover for two outdoor courts).
- Future outdoor courtyard space (adjacent to proposed indoor court extension).
- Reconfiguration of Aorangi Lounge to multisport space.
- New internal roading layout.

It is recommended that the Aorangi Master Plan is:

- Approved by Timaru District Council for community consultation.
- Distributed for wider community consultation for feedback and consideration.
- Final master plan be adopted by Timaru District Council for implementation.
- The staged approach outlined in section 12 of this report is implemented.
- A project development steering group is formed to oversee the implementation of the master plan.

## Appendix 1: Regional Sports Organisations Background Information

Sports Code	Grades	Programming	Considerations
<b>Basketball</b>	<ul style="list-style-type: none"> <li>• Senior</li> <li>• Secondary schools</li> <li>• Year 7 and 8</li> <li>• Year 5 and 6</li> <li>• Year 3 and 4</li> </ul>	<ul style="list-style-type: none"> <li>• All senior, secondary school and primary school competitions and events are delivered indoor at the STEC.</li> <li>• South canterbury representative programme delivered at the STEC.</li> <li>• Limited access to training and development programmes due to capacity of indoor facility.</li> <li>• Deliver shortened time version of the game than the rest of the country.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional courts required to meet growth of junior basketball programme.</li> <li>• Full size indoor courts can be converted to provide two ¾ size indoor courts across the court.</li> <li>• 1440 of the membership is junior based. Consider utilising ¾ indoor courts to deliver junior competitions.</li> </ul>
<b>Netball</b>	<ul style="list-style-type: none"> <li>• Senior</li> <li>• Secondary schools</li> <li>• Year 7 and 8</li> <li>• Year 5 and 6</li> <li>• Year 3 and 4</li> <li>• Year 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>• Junior competitions utilise all 14 outdoor courts at Aorangi Park.</li> <li>• Secondary schools utilise 10-12 courts.</li> <li>• Senior teams utilise 3 indoor courts at STEC.</li> </ul>	<ul style="list-style-type: none"> <li>• Approximately 565 senior membership (senior plus secondary school) will require access to indoor courts for winter competitions.</li> <li>• Senior competitions will require delivery in one indoor venue to optimise use volunteers, official and management.</li> <li>• Senior competitions will require access to additional court space than what is available currently at STEC.</li> <li>• Junior competitions will require sufficient outdoor hard-court space to deliver junior competitions.</li> <li>• An alternative delivery model for junior programmes will be required if the number of existing outdoor hard-court courts is reduced.</li> <li>• The ability to have covered outdoor space could assist with the delivery of junior based competitions.</li> </ul>
<b>Volleyball</b>	<ul style="list-style-type: none"> <li>• Secondary school competition</li> </ul>	<ul style="list-style-type: none"> <li>• Secondary school competition utilises STEC once a week.</li> <li>• 12-week season.</li> </ul>	<ul style="list-style-type: none"> <li>• Require six volleyball courts at one venue to deliver their competition.</li> </ul>
<b>Badminton</b>	<ul style="list-style-type: none"> <li>• Secondary school competition</li> <li>• 3 x clubs</li> </ul>	<ul style="list-style-type: none"> <li>• Secondary school competition utilises STEC once a week.</li> <li>• Clubs utilise secondary school gymnasiums.</li> <li>• Ethnic group utilise Washdyke Community Centre.</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to utilise the wider network of indoor courts for delivery of competitions</li> <li>• Adjusting the time of day, they deliver their competitions at STEC.</li> <li>• This may allow additional use of indoor courts by other users at STEC.</li> </ul>

Sports Code	Grades	Programming	Considerations
<b>Futsal</b>	<ul style="list-style-type: none"> <li>Primary school and secondary school competitions</li> </ul>	<ul style="list-style-type: none"> <li>Deliver primary and secondary school-based leagues.</li> <li>Looking to offer a senior league.</li> </ul>	<ul style="list-style-type: none"> <li>Additional courts would allow the futsal programme to grow as national trends suggest.</li> <li>Senior grades nationally for futsal are increasing significantly.</li> </ul>
<b>Speed Skating</b>	<ul style="list-style-type: none"> <li>Youth and adult leagues</li> </ul>	<ul style="list-style-type: none"> <li>Deliver training and competitions within the STEC.</li> <li>Appropriate size to accommodate the required 100 metre loop which other indoor courts in the district cannot.</li> <li>Additional court space would provide a warmup area for larger events and competitions.</li> </ul>	<ul style="list-style-type: none"> <li>Additional courts would allow for larger events and competitions to be delivered within the STEC due to allowing for warm up and competitions to occur concurrently.</li> </ul>
<b>Events</b>	<ul style="list-style-type: none"> <li>Sport and community focused events</li> </ul>		<ul style="list-style-type: none"> <li>Saturdays are kept free for event hire.</li> <li>Some events are held over multi days which requires community sport to be suspended.</li> </ul>

**10 Consideration of Urgent Business Items**

**11 Consideration of Minor Nature Matters**

**12 Public Forum Items Requiring Consideration**





**13 Exclusion of Public**

**13.1 Public Excluded Minutes of the Council Meeting held on 15 December 2020**

**13.2 Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 21 December 2020**

**13.3 Caroline Bay Sound Shell Stadium Seating Replacement [Contract 2490] - Supplementary Report to Follow**

**Recommendation**

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>13.1 - Public Excluded Minutes of the Council Meeting held on 15 December 2020</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(i) - The withholding of the information is necessary to protect information where the making available of the information would disclose a trade secret</p> <p>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</p> <p>s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	<p>To protect a person’s privacy</p> <p>To prevent disclosing a trade secret</p> <p>Commercial sensitivity</p> <p>To protect all communications between a legal adviser and clients from being disclosed without the permission of the client.</p> <p>To enable commercial activities</p>
<p><b>13.2 - Public Excluded Minutes of the Tenders and Procurement Committee Meeting held on 21 December 2020</b></p>	<p>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</p>	<p>Commercial sensitivity</p> <p>To enable commercial or industrial negotiations</p>

	<p>person who supplied or who is the subject of the information</p> <p>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)</p>	
<p><b>13.3 - Caroline Bay Sound Shell Stadium Seating Replacement [Contract 2490] - Supplementary Report to Follow</b></p>	<p>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</p>	<p>Commercial sensitivity</p>