



AGENDA

Projects and Procurement Committee Meeting

Tuesday, 9 June 2026

Date Tuesday, 9 June 2026

Time 11:30 am

Location Council Chambers
Timaru District Council
King George Place
Timaru

File Reference 1847400

Timaru District Council

Notice is hereby given that a meeting of the Projects and Procurement Committee will be held in the Council Chambers, Timaru District Council, King George Place, Timaru, on Tuesday 9 June 2026, at 11:30 am.

Projects and Procurement Committee Members

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

Quorum – no less than 4 members

Local Authorities (Members' Interests) Act 1968

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

Nigel Trainor
Chief Executive

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

5 Confirmation of Minutes

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

Author: Meghan Taylor, Acting Democracy Services Lead

Recommendation

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

Attachments

- 1. Minutes of the Projects and Procurement Committee Meeting held on 14 April 2026**



MINUTES

Projects and Procurement Committee Meeting Tuesday, 14 April 2026

Ref: 1847400

**Minutes of Timaru District Council
Projects and Procurement Committee Meeting
Held in the Council Chambers, Timaru District Council, King George Place, Timaru
on Tuesday, 14 April 2026 at 11:30 am**

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

In Attendance: **Councillors:** Philip Harper, Scott Shannon, Michelle Pye

Community Board Members: Kathy Wilkins (Pleasant Point) and Rosie Woods (Geraldine)

Officers: Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Paul Cooper (General Manager Regulatory, Development and Growth), Andrew Lester (General Manager Drainage and Water), Andrew Dixon (General Manager Assets and Infrastructure), Justin Bagust (Chief Information Officer), Suzy Ratahi (General Manager Land Transport), Mike Wrigley (General Manager Recreational Facilities), Michael Priest (General Manager Gallery, Libraries, Archives and Museum), Cara Fitzgerald (Gallery Director), Rosie Oliver (Programme Office Lead), Sam Esterhyuse (Continuous Improvement Business Partner), Grant Hall (Water Services Principal), Rachel Leitch (Communications Team Leader), Maddison Gourlay (Marketing and Communications Advisor), Alesia Cahill (Executive Support Manager), Meghan Taylor (Acting Democracy Services Lead)

Public: Paul Haggath (Project Manager, Team Projects Limited)

1 Apologies

No apologies were received.

2 Identification of Items of Urgent Business

No items of urgent business were received.

3 Identification of Matters of a Minor Nature

The following matter of a minor nature was raised

- Strathallan Corner Project Update

4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

5 Confirmation of Minutes

5.1 Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026

Resolution 2026/27

Moved: Cllr Stacey Scott

Seconded: Clr Owen Jackson

That the Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

6 Reports

6.1 Actions Register Update

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

Tenders and Procurement Report

It was noted that the Tenders and Procurement report regarding contracts would begin in the new financial year and will be presented to the Projects and Procurement Committee on a quarterly basis.

Resolution 2026/28

Moved: Clr Stacey Scott

Seconded: Mayor Nigel Bowen

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

Carried

6.2 Migration to Civica Altitude Project Status Report - March 2026

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

It was noted that the report did not clearly explain what the Civica Altitude project is, its purpose, or what Council is seeking to achieve. It was requested that the background section include a clear, high-level overview of the project for public understanding, supported by a brief executive summary of the business case explaining what Civica Altitude is.

In relation to Phase 3 (General Ledger Structure), concern was raised that it appears scheduled later in the programme with no clear timeframe. Clarification was sought on whether this is a key priority for the Finance team, noting that the completing the review in phase three would better align with the Long Term Plan and rates review.

Resolution 2026/29

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

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

Carried

6.3 Art Gallery Building Works Final Report

The General Manager Gallery, Libraries, Archives and Museum and the Gallery Manager spoke to the report to provide a final report for the Aigantighe Art Gallery building works now that the project is complete.

It was noted that the building works have been completed on budget, with most project objectives achieved. While compromises were required due to the age of the building, the overall quality of the works was high. It was noted that the refurbished House Gallery has been nominated for a 2026 Heritage Category architectural award. It was acknowledged that, over the extended delivery period, the project experienced multiple complexities, including changes in staff and budget.

Discussion included full project completeness, and the scoping required to address outstanding issues, including HVAC and humidity control. The General Manager Assets and Infrastructure advised that while the heritage house upgrade has been completed under budget, further remedial works (including roofing and HVAC) are being scoped and addressed through existing budget allocations in a staged manner. Domestic dehumidifiers are currently in use to meet museum requirements.

The Chief Executive noted that earlier comprehensive scoping may have reduced overall cost and complexity.

Concerns were also expressed following a site visit, including issues with workmanship and project management.

It was noted that the remaining budget will be used to scope and potentially address outstanding issues, with options to return to the Committee with costs and timeframes or consider through the Annual Plan process.

The Committee acknowledged the quality and detail of the final report and supported further scoping work to close out remaining matters, without impacting the continued operation of the Gallery.

Resolution 2026/30

Moved: Clr Stacey Scott

Seconded: Clr Owen Jackson

That the Projects and Procurement Committee receive and note the final report for the Aigantighe Art Gallery Building Works.

Carried

6.4 Theatre Royal and Museum Project Update - March 2026

Paul Haggath (Project Manager) spoke to this report to update the Projects and Procurement Committee as to the status of the Theatre Royal and Museum project.

Discussion included overall progress, external risks such as fuel costs, supply chain pressures, and international conflict with no material impacts identified at this time. Construction matters were highlighted, including the use of specialist suppliers and design changes to the auditorium floor, where foundations were larger than anticipated but required less work than originally expected.

Further discussion included communications and media considerations. The Chief Executive advised that closure of the current museum is being considered for mid-year to enable staff to complete storytelling and content development for the new facility.

The Ministry of Business and Employment (MBIE) funding drawdowns were discussed, including clarification that costs associated with the previously abandoned scheme will be written off as work-in-progress with no cash impact. Clarity was sought on the value that has been drawn down to date for the project.

Project fundraising was raised, the General Manager Regulatory, Development and Growth (Project Sponsor) noted that responsibility sits with community and user groups rather than the project team, however the new Theatre Manager may assist with community engagement and fundraising. Expectations raised during earlier Council decisions was highlighted.

The Chairperson requested that a forum be established and an invitation be extended to the various project community fundraising groups to advise the committee on their fundraising progress at each meeting.

An update was requested on the status of divestment options on the additional assets acquired for the project which including the Criterion Hotel and Chinese Gardens. It was noted that interest had been received from the Civic Trust, all options are still being assessed. Further discussion included limiting the impact on timelines for the projects. The Committee requested ongoing monthly reporting on the progress of divestment options for the current museum building, the Criterion Hotel, and the Chinese Gardens until a decision had been made.

Resolution 2026/31

Moved: Clr Stu Piddington

Seconded: Clr Graeme Wilson

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

Carried

6.5 Aorangi Stadium Project Update Report

Paul Haggath (Project Manager) spoke to this report to update the Projects and Procurement Committee as to the status of the Aorangi Stadium project.

Discussion included health and safety audit outcomes, and shipping and supply matters. It was noted that most items have been ordered and shipped, with materials currently stored at Thompson's facility. Assurance was provided that random quality checks have been undertaken on flooring shipped from Europe, with no obvious damage identified.

Further discussion on options for the internal stadium wall finishes was had, the project manager noted that the proposed options and fully costed alternatives will be provided at the next meeting for consideration.

The Project Manager advised that they had received a scope change request from the Netball for an additional eight sets of netball posts at an estimated cost of \$8,720, noting that this could be funded from contingency.

Clarification was provided regarding the outdoor courts, confirming that four outdoor courts will continue to be available for community use.

The Chairperson advised that appropriate governance level reporting was still being worked through which includes clearer summaries of approved variations, provisional sums, contingency usage, emerging risks, and forecast overruns, expressed both as percentages and dollar values. Noting that work is underway to define materiality thresholds from a risk perspective.

A second resolution in relation to the netball scope change was noted, subject to the identification of a mover and seconder.

Resolution 2026/32

Moved: Clr Graeme Wilson

Seconded: Clr Peter Burt

That the Projects and Procurement Committee receive and note the Aorangi Stadium Project Update – March 2026

Carried

Resolution 2026/33

Moved: Clr Stu Piddington

Seconded: Clr Graeme Wilson

That the Projects and Procurement Committee approve a change in scope to include an additional eight sets of netball posts requested for an estimated cost of \$8,720 to be funded from the project contingency.

Carried

7 Consideration of Urgent Business Items

No items of urgent business were received.

8 Consideration of Minor Nature Matters

Strathallan Corner Project Update

The General Manager Assets and Infrastructure provided an update on the project and noted that the following items remain outstanding: Installation of the refurbished plaque on the sculpture (scheduled for completion this week), fabrication and installation of brackets for the screens, the seating which is reliant on resolution of bluestone supply issues following a breakdown of the bluestone cutting machine, and completion of lighting, with confirmation of due dates still required.

The General Manager Assets and Infrastructure advised that they had taken over the project management following the departure of the Project Engineer Officer and noted that the project had engaged all local suppliers and contractors which has caused oversight and delivery issues.

It was highlighted that the Central Business District (CBD) group were pleased and is going to be undertaking the installation and maintenance of planter boxes at the site.

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

9 Exclusion of the Public

Resolution 2026/34

Moved: Clr Stacey Scott
 Seconded: Clr Owen Jackson

That at 12.27pm, the public be excluded from the following parts of the proceedings of this meeting, namely,—

- 10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026**
- 10.2 Contract 2756 Claremont Water Treatment Plant - Design and Build**
- 10.3 Claremont Water Treatment Plant Treated Water Reservoir Registration of Interest**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p>10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026</p> <p>Matters dealt with in these minutes:</p> <p>10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 February 2026</p> <p>10.2 - Theatre Royal and Museum Project Status Report - February 2026</p> <p>10.3 - Aorangi Stadium Project Report - February 2026</p> <p>10.4 - Summary of FY2024-25 contract approvals and costs</p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 10 March 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 10 March 2026.</p>
<p>10.2 - Contract 2756 Claremont Water Treatment Plant - Design and Build</p>	<p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the</p>	<p>To protect commercially sensitive information</p>

	<p>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)(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>To enable Council to carry out commercial or industrial negotiations</p>
<p>10.3 - Claremont Water Treatment Plant Treated Water Reservoir Registration of Interest</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)(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>To protect commercially sensitive information</p> <p>To enable Council to carry out commercial or industrial negotiations</p>
<p>Carried</p>		

Note

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

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

- 10 Public Excluded Reports**
- 10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026**
 - 10.1 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 February 2026**
 - 10.2 Theatre Royal and Museum Project Status Report - February 2026**
 - 10.3 Aorangi Stadium Project Report - February 2026**
 - 10.4 Summary of FY2024-25 contract approvals and costs**
- 10.2 Contract 2756 Claremont Water Treatment Plant - Design and Build**
- 10.3 Claremont Water Treatment Plant Treated Water Reservoir Registration of Interest**
- 11 Readmittance of the Public**

Resolution 2026/35

Moved: Clr Stacey Scott

Seconded: Clr Stu Piddington

That the meeting moves out of Closed Meeting into Open Meeting at 1.30pm.

Carried

The meeting closed at 1.30pm.

.....
Clr Stacey Scott
Chairperson

5.2 Minutes of the Projects and Procurement Committee Meeting held on 12 May 2026

Author: Meghan Taylor, Acting Democracy Services Lead

Recommendation

That the Minutes of the Projects and Procurement Committee Meeting held on 12 May 2026 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Projects and Procurement Committee Meeting held on 12 May 2026**



MINUTES

Projects and Procurement Committee Meeting Tuesday, 12 May 2026

Ref: 1847400

**Minutes of Timaru District Council
Projects and Procurement Committee Meeting
Held in the Council Chambers, Timaru District Council, King George Place, Timaru
on Tuesday, 12 May 2026 at 11:30 am**

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

In Attendance: **Councillors:** Philip Harper and Scott Shannon

Community Board Members: Charles Scarsbrook (Temuka), Leanne Fifield (Pleasant Point), Andy McKay (Geraldine)

Officers: Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Suzy Ratahi (General Manager Land Transport), Andrew Dixon (General Manager Assets and Infrastructure), Justin Bagust (Chief Information Officer), Rosie Oliver (Programme Office Lead), Selina Kunac (Transport Strategy Advisor), Rachel Leitch (Communications Team Leader), Alesia Cahill (Executive Support Manager), Maddison Gourlay (Marketing and Communications Advisor), Meghan Taylor (Acting Democracy Services Lead)

Public: Paul Haggath (Team Projects Limited), Riley Blackham, Shaun Campbell and Abbie Ross (Aorangi Stadium Redevelopment Fundraising Group), Ethan Richardson and Anne Ellis (Theatre Royal Redevelopment Fundraising Group)

1 Apologies

No apologies were received.

2 Identification of Items of Urgent Business

No items of urgent business were received.

3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

4 Declaration of Conflicts of Interest

No conflicts of interest were declared.

5 Reports

5.1 Project Fundraising Groups - Verbal Update

The purpose of this report is to provide an opportunity for project fundraising groups to present a brief verbal update to the projects and Procurement Committee on fundraising progress, if they wish.

Riley Blackham, Shaun Campbell and Abbie Ross - Aorangi Stadium Fundraising Group

The group provided a verbal update on Aorangi Stadium Fundraising efforts, with approximately \$200,000 secured since the campaign launch in March through community and business support, including a charity auction held at the Sports Awards. Ongoing community activations under the

“Our Stadium, Our Future” initiative are progressing well and helping to raise the project’s profile, with opportunities to broaden community involvement, ensuring meaningful engagement across different age groups.

Suggestions included leveraging sporting ambassadors to support the development and promoting the wider community benefits of the stadium project.

Ethan Richardson and Anne Ellis - Theatre Royal Redevelopment Fundraising Group

Ethan Richardson (Chair, Theatre Royal Fundraising Subcommittee) and Anne Ellis (Friends of the Theatre) provided an update on theatre fundraising outlining the proposed structure and approach. It was noted that a formal legal entity and constitution are being established to support fundraising activity and enabling tax benefits for donations. It was further noted that the group are expecting to be operational in the coming weeks and confident in its capability to deliver effective fundraising outcomes.

Anne Ellis raised the prior theatre operational structure. The Chairperson clarified the intent of the fundraising update forum and noted Aoraki Foundations resources for assisting with fundraising administrative support.

Resolution 2026/27

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

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

Carried

5.2 Actions Register Update

The Chairperson tabled an update on the Actions Register to provide the Projects and Procurement Committee with an update on the status of the action requests raised by Councillors at previous Committee meetings.

Strathallan Corner Project Updates

The General Manager Assets and Infrastructure advised that the project will be completed by the end of the day with all items closed off. It was also advised that the infrastructure for future works such as shade sails had been installed, however there was no budget for this item. A full close out project will be presented to the Committee in due course.

The Chairperson requested this item remain on the actions register until the close out report has been received by the Committee.

The Chairperson also acknowledged the CBD group flower planter initiative.

The heavy machinery at the Strathallan Site, it was advised that this was part of the traffic signal renewal works.

Aigantighe House Gallery – Full and final report

Clr Piddington requested that the Aigantighe House Gallery – Full and final report action remain on the actions register. The Chief Executive advised that the remaining items (Airconditioning and a minor leak) are operational maintenance, and out of the scope of this committee as it is not a

project. The Chairperson was in agreement that the items are operational maintenance and the action is closed.

Resolution 2026/28

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

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

Carried

Attachments

1 Item 5.2 - Tabled Project and Procurement Committee Actions Required

5.3 Migration to Civica Altitude Project Status Report - April 2026

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

The updated project status report attachment for April was tabled.

Discussion was held on the General Ledger (GL) restructure and if it was going to be brought forward within the project structure, noting it as a key factor in past misreporting and misalignment. The Chief Executive clarified that current reports are generated from MagiQ, which draws from the Altitude database, and while improvements are required, this is largely a coding matter and not considered critical at this stage.

The Chief Information Officer noted that Civica has advised the GL restructure can be undertaken at any time. However, Finance is currently progressing a rates review which will assist in informing the final structure.

The Chief Executive acknowledged that undertaking the restructure now may result in duplication of effort and costs, particularly in light of wider local government reform and water services changes.

The discovery workshop for Element Time was raised, the Continuous Improvement Business Partner advised that this has been completed.

Resolution 2026/29

Moved: Clr Graeme Wilson

Seconded: Clr Peter Burt

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

Carried

Attachments

1 Item 5.3 - Tabled Attachment - Migration to Civica Altitude Project Status Report - April 2026

5.4 Theatre Royal and Museum Project Update - April 2026

The Project Manager (Paul Haggath, Team Projects Limited) spoke to the report to update the Projects and Procurement Committee as to the status of the Theatre Royal and Museum project, outlining progress across both projects, including completion of theatre scaffolding on Stafford Street and advancement of the museum works.

It was noted that some project elements were tracking approximately two weeks behind schedule however, this was not considered a concern due to multiple concurrent workstreams. It was noted that the project website is now live, and fuel supply risks are being closely monitored with no current impact to delivery. Clarification was sought regarding reporting inconsistencies, the Project Manager advised that while some indicators reflect minor delays, others remain ahead of schedule.

High-risk activity completion timelines were raised, it was noted that risk is safety and doesn't always contribute to dollar value, in the context of safety rather than cost, with uncertainty typically driving financial risk. Updates were also provided on variation orders, civil works nearing completion, and minor variances such as cladding costs.

Visibility of communications was discussed, the Committee requested improved prominence of the project webpage, and sought further information on the Theatre Royal façade colour, expressing a preference for options to be returned to the Committee that reflect the internal upgrades.

Financial reporting was noted as unchanged. The Committee requested a clearer, more summarised reporting and the Chairperson requested a session with the Quantity Surveyor and the Committee to improve understanding.

The Project Manager provided an overview of the presentation on the museum exhibition fit-out, outlining layout, flow, and interactive elements. Discussion included storage requirements and operational considerations were discussed, including lift access, the Richard Pearse Plane and the decanting of existing collections.

The Project Manager noted that partial museum closure is anticipated in July, with full closure following Labour Weekend to enable relocation of exhibition items.

The Committee acknowledged ongoing concerns regarding storage capacity, noting these issues were consistent across both previous and current project iterations.

Resolution 2026/30

Moved: Clr Stacey Scott

Seconded: Clr Owen Jackson

That the Projects and Procurement Committee:

1. Receive and note the Theatre Royal and Museum Project Update – April 2026 report.

Carried

5.5 Aorangi Project Update - April 2026

The Project Manager (Paul Haggath, Team Projects Limited) spoke to the report to update the Projects and Procurement Committee as to the status of the Aorangi Stadium Project.

The Project Manager highlighted that the project is progressing well, with no health and safety matters to report. It was advised that a two-week extension due to adverse weather has been

approved. Updates were provided on contingency use, including a design change to a Colorsteel roof for durability, and options to address building paper issues. Key risks and communications activity were outlined.

Members raised concerns regarding site access and traffic behaviour, noting issues with lighting, pedestrian safety (particularly around the hockey carpark), and informal parking. It was clarified that current works only include lighting improvements around the stadium, with no additional upgrades provided for the wider carpark within the scope of the project, which may need to be considered through the Long Term Plan.

The Committee requested further work to assess traffic calming and access arrangements, with updates to be brought back once improvement options are sufficiently developed.

The Chairperson also requested that links to fundraising campaigns be included in the improved website position of the projects.

Resolution 2026/31

Moved: Clr Stacey Scott

Seconded: Clr Graeme Wilson

That the Projects and Procurement Committee:

1. Receive and note the Aorangi Stadium Project Update – April 2026 report.

Carried

6 Consideration of Urgent Business Items

No items of urgent business were received.

7 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

8 Exclusion of the Public

Resolution 2026/32

Moved: Clr Stacey Scott

Seconded: Mayor Nigel Bowen

That at 12.52pm the public be excluded from the following parts of the proceedings of this meeting, namely,—

9.1 Land Transport Procurement Update

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
9.1 - Land Transport Procurement Update	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	To protect commercially sensitive information

Carried

Note

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

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

9 Public Excluded Reports

9.1 Land Transport Procurement Update

10 Readmittance of the Public

Resolution 2026/33

Moved: Clr Stacey Scott
 Seconded: Mayor Nigel Bowen

That the meeting moves out of Closed Meeting into Open Meeting at 1.05pm.

Carried

The meeting closed at 1.05pm.

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Clr Stacey Scott
Chairperson

6 Reports

6.1 Project Fundraising Groups - Verbal Update (If required)

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

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

Attachments

Nil

6.2 Actions Register Update

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Discussion

- 3 The actions register is a record of actions requested by Councillors. It includes a status and comments section to update the Projects and Procurement Committee on the progress of each item.
- 4 There are currently seven items on the actions register.
- 5 Three items are marked as ongoing.
- 6 Three items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 One item is marked as removed and will be taken off the list at the next meeting.

Attachments

1. **Project and Procurement Committee Actions Required** [↓](#) 

Information Requested from Councillors (Projects and Procurement Committee)

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

Information Requested	Public Forum for Project Community Fundraising Group Updates		
Date Raised:	14 April 2026	Status:	Complete
Issue Owner	General Manager Corporate	Completed Date:	05.05.2026
<p>Background: The Committee requested that a forum be established and an invitation be extended to the various project community fundraising groups to advise the committee on their fundraising progress at each meeting.</p> <p>May 2026 Update: A report has been prepared to be included on each Project and Procurement Committee agenda, allowing representatives from the various project community fundraising groups to present a brief verbal update on their fundraising efforts if they wish.</p>			

Information Requested	Monthly Reporting on the progress of divestment options for the current museum building, the Criterion Hotel, and the Chinese Gardens.		
Date Raised:	14 April 2026	Status:	
Issue Owner	General Manager Assets and Infrastructure	Completed Date:	
<p>Background: The Committee requested ongoing monthly reporting on the progress of divestment options for the current museum building, the Criterion Hotel, and the Chinese Gardens until a decision had been made.</p> <p>May 2026 Update: A Public excluded report regarding the options for the Criterion Hotel and Chinese Gardens was presented to the Council meeting on 28 April 2026 for decision. A further paper on museum storage has been planned for the 26 May 2026 Council meeting.</p> <p>June 2026 Update:</p>			

#1808477

Information Requested	Strathallan Corner Project Updates		
Date Raised:	14 April 2026	Status:	In Progress
Issue Owner	General Manager Assets and Infrastructure	Completed Date:	
<p>Background: The Committee requested a summary update on the outstanding items (Installation of the refurbished plaque on the sculpture, fabrication and installation of brackets for the screens, the seating and completion of lighting) until the project was completed.</p> <p>May 2026 Update: A verbal update will be presented at the Projects and Procurement Committee meeting on 12 May 2026.</p> <p>12 May 2026 Projects and Procurement Committee Update: The General Manager Assets and Infrastructure advised that the project will be completed by the end of the day with all items closed off. It was also advised that the infrastructure for future works such as shade sails had been installed, however there was no budget for this item. A full close out project will be presented to the Committee in due course. The Chairperson requested this item remain on the actions register until the close out report has been received by the Committee.</p>			

Information Requested	Improved Visibility of Aorangi Stadium / Theatre Royal and Museum Webpages		
Date Raised:	12 May 2026	Status:	Complete
Issue Owner	General Manager Corporate	Completed Date:	09.06.2026
<p>Background: The Committee requested improved prominence of the project webpages on Council’s website, including the incorporation of links to each individual fundraising campaigns.</p> <p>June 2026 Update: The home page of the TDC website now contains a scrolling background (behind the popular link buttons) that includes “Project Updates”. On clicking the ‘read more’ button you are taken to a page with the projects listed. Within the specific project pages there are links to the appropriate fundraising groups and a library of images to show project works. This action is complete and can now be removed from the register.</p>			

Information Requested	Theatre Royal Façade Colour Options		
Date Raised:	12 May 2026	Status:	Complete

#1808477

Issue Owner	General Manager Regulatory, Development and Growth (Project Sponsor)	Completed Date:	03.06.2026
<p>Background: The Committee requested further information on the Theatre Royal façade colour, expressing a preference for options to be returned to the Committee that reflect the internal upgrades</p> <p>June 2026 Update: Theatre Royal Façade colour options have been included in the May Project update report for consideration. This action is complete and can be closed.</p>			

Information Requested	Improved QS reporting for the Theatre Royal/Museum project and a session with the Quantity Surveyor to improve understanding of the report		
Date Raised:	12 May 2026	Status:	In progress
Issue Owner	General Manager Regulatory, Development and Growth (Project Sponsor)	Completed Date:	
<p>Background: The Committee requested a clearer, more summarised QS reporting and the Chairperson requested a session with the Quantity Surveyor and the Committee to improve understanding.</p> <p>June 2026 Update: The QS report has been presented in a clearer format for the report to the June 2026 meeting. The Project Manager will discuss the continued need for a session with the quantity surveyor with the chairperson once the revised format has been reviewed.</p>			

Information Requested	Aorangi Stadium traffic calming and access arrangement options		
Date Raised:	12 May 2026	Status:	Complete
Issue Owner	General Manager Regulatory, Development and Growth (Project Sponsor) /General Manager Land Transport	Completed Date:	03.06.2026

#1808477

Background: The Committee requested further work to assess traffic calming and access arrangements for the Aorangi Stadium, with updates to be brought back once improvement options are sufficiently developed.

June 2026 Update: Traffic calming and access arrangement improvements have been developed and are presented in the Aorangi Stadium Project Update report for the June 2026 meeting. This action is complete and can now be closed.

#1808477

6.3 Aorangi Stadium Project Update - May 2026

Author: Paul Haggath, Project Director

Authoriser: Paul Cooper, General Manager Regulatory Development and Growth

Recommendation

That the Projects and Procurement Committee:

1. Receive and note the Aorangi Stadium Project Update – May 2026 report; and
2. Provides feedback on the proposed traffic calming option.

Purpose of Report

- 1 The purpose of this report is to update the Projects and Procurement Committee as to the status of the Aorangi Stadium Project in a public forum and to gather feedback on traffic calming options.

Assessment of Significance

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

Discussion

Project Status

- 3 Further information on the project status can be found in the Project Director's report (attachment 1) of this report.
- 4 The project remains on target, both in programme and budget terms. Precast walls construction is complete for the link building with roofing commenced. Floor slabs cast and floor grinding / polishing commenced. Foundation works are complete for the main stadium, with steel frames erection underway (6 of 8 bays complete). Roofing installation progressing well to main stadium.

Critical Risks

- 5 Refer information on the project risk assessment can be found in the Project Director's report (attachment 1) of this report.
- 6 Critical emerging risks are listed below:
 - 6.1 Global disruption due to the Middle East conflict is an emerging risk, specifically risks associated with increased fuel prices and potential restrictions to supply and availability. Currently this is not affecting the project, though the construction sector is aware of this as an emerging risk across the industry and (as happened during the COVID crisis) is issuing advice and guidance notices as to how these risks should be addressed.
 - 6.2 A further risk emerging from the Middle East conflict is shipping disruptions. The team is reviewing all materials to identify those which will require long distance shipping. The highest risk items are lifts (Schindler) and the building's cladding system (Equitone). Both

must be procured from Europe; early orders are being placed to mitigate potential shipping delays.

Budget

- 7 The project remains on budget. Further information on the project budget can be found in the Project Director's report (attachment 1) of this report.

Traffic Calming

- 8 The Stadium Redevelopment will significantly increase activity within Aorangi Park through the addition of new courts, events and spectator facilities. As part of the redevelopment, officers have reviewed internal vehicle circulation, pedestrian movements and parking arrangements to ensure the site remains safe and functional.
- 9 The proposed approach retains the existing internal roadway connection between the northern and southern car parking areas while introducing a range of traffic calming and pedestrian safety measures. These include raised pedestrian platforms, upgraded pedestrian crossings, new footpath connections, improved wayfinding signage, intersection improvements and enhanced access arrangements for mobility users.
- 10 Officers consider retaining the internal roadway connection provides several operational benefits, including:
- distributing traffic throughout the site and reducing unnecessary circulation and parking-searching movements;
 - providing convenient access to new angled mobility parking spaces adjacent to the Stadium entrance, due to improved intersection layouts;
 - preserving access for emergency service vehicles across the frontage of the stadium;
 - maintaining parking availability adjacent to the hockey facilities; and
 - providing flexibility to temporarily close sections of roadway during major events if required.
- 11 While some concern has been expressed regarding vehicle-pedestrian interactions within the Park, officers consider that closure of the roadway would not eliminate vehicle movements within the site and may instead concentrate traffic into fewer areas, increase parking-searching behaviour, including increased speed entering and exiting the carparks, and reduce accessibility outcomes.
- 12 The proposed design therefore adopts a "low-speed, pedestrian-priority" approach, seeking to manage risk through environmental design and traffic calming measures while retaining the operational benefits of the existing circulation network.
- 13 A concept plan has been attached for Committee feedback, see attachment 2.
- 14 The proposed traffic arrangement assumes future improvements to the Morgans Road/Orbell Street intersection and the southern carpark access connection to support safe and efficient operation of the wider Aorangi Park transport network. There is currently no approved NZTA funding available for these improvements. Should Council wish to progress these works, a separate report outlining scope, costs, funding options and timing will be presented for Council consideration at a later date.

Attachments

- 1. **Aorangi Project Directors PSG Report #17 - end May 2026** [↓](#) 
- 2. **Aorangi Stadium Upgrade Traffic Calming Plan - June 2026** [↓](#) 



AORANGI STADIUM REDEVELOPMENT



PROJECT STEERING GROUP

REPORT #17

END OF MAY 2026

PREPARED BY PAUL HAGGATH – TEAM PROJECTS ADVISORY

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EXECUTIVE SUMMARY



PROJECT: AORANGI STADIUM REDEVELOPMENT
MONTHLY REPORT PERIOD: Apr-26
SUBMITTED BY: Paul Haggath
DATE: 31-May-26

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

This Reporting Period	October 2025
Project Start Date	1-Dec-24
Portfolio #	Local Authority
Program #	Leisure
Project Name / ID #	Aorangi Stadium Redevelopment
Project Director	Paul Haggath
Project Manager	David Hooke / Casey Campbell
Financial Period End (month prior to Reporting Period)	30-Apr-26
Fiscal Period	Q4
Financial Year	2026-2027

1.1 Programme Update Summary Status GREEN

Key achievements/outcomes since the previous report

1. Precast panels and steel for main stadium under erection, foundations complete
2. Steel frames under erection for main stadium, roof installation underway
3. Precast Panels and steel frame completed to link building, concrete floor slabs poured, grinding and polishing underway
4. Roof underway link building
5. Below ground services nearing completion

1.2 Health, Safety & Environment: Status GREEN

1. 2 incidents to report this period:

- Nail gun misfire - first id injury to operative's arm
- Cable strike of comms cable while excavating for new water main

2. Both incidents have had an incident report submitted

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

1.3 Consents and Compliance Status GREEN

1. All consents now in place
2. CPU in place to allow public use of existing stadium during construction

1.4 Progress / Design Status Status GREEN

1. All design elements complete
2. South Canterbury Basketball wishes to install and wire 8 no cameras for Glory League - full impact and funding under consideration
3. TDC considering reconfiguration of car park and access route in front of stadium - Simon Davenport to provide details for consideration
4. Roof has been confirmed that it can support up to 400 solar panels in future without the need to strengthen

1.5 Communications / stakeholder engagement Status GREEN

1. Rachel Leitch of Comms team leading project comms and media releases; sign boards now erected
2. New website landing page now operational

1.6 Procurement Status GREEN

1. Orders placed for overseas equipment and plant to mitigate potential shipping disruptions
2. Retractable Seating - options and design underway for consideration
3. Replacement Gym equipment will be purchased through existinmg Opex funding

1.7 Programme Delivery Status GREEN

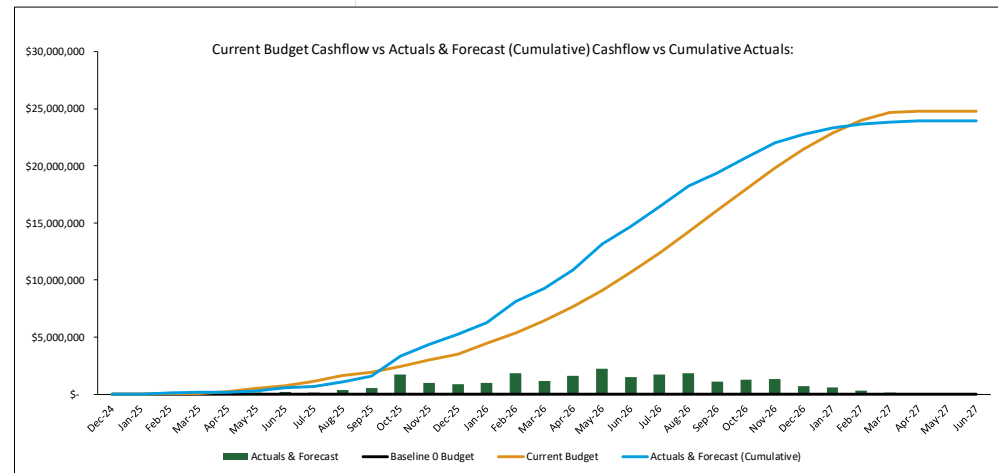
Revised Concept Design and Price	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Revised Concept Design and Price	4 April 2025	30 April 2025	100%	26 days
Contract Agreed and fully executed	30 April 2025	6 May 2025	100%	6 days
Hockey Clubrooms strengthening	31 May 2025	30 September 2025	100%	122 days
Detailed Design	31 July 2025	18 October 2025	100%	79 days
Building Consent 1 - Existing Stadium	31 August 2025	30 September 2025	100%	30 days
Building Consent 2 - Civil Works	31 August 2025	30 September 2025	100%	30 days
Building Consent 3 - New Stadium and Link	31 October 2025	31 October 2025	100%	0 days
Civil / Advance Works	31 August 2025	7 August 2025	100%	-24 days
Construction				
Existing stadium seismic strengthening & upgrade	19 December 2025	9 January 2026	100%	0 days
New Stadium site prep and groundworks	31 March 2026	30 January 2026	100%	0 days
New Stadium construction	31 March 2027	31 March 2027	8%	0 days
Link Building	31 March 2027	31 March 2027	15%	0 days
Fit Out	31 March 2027	31 March 2027	0%	0 days
Project Completion	31 March 2027	31 March 2027	0%	0 days

1.8 Financial Summary Status GREEN

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

Cashflow Forecast:

Year	2024/25	2025/26	2026/27	2027/28	Total
Current Budget	\$ 762,654	\$ 9,899,036	\$ 14,105,647	\$ -	\$ 24,767,337
Actuals & Forecast	\$ 554,024	\$ 14,111,459	\$ 9,298,387	\$ -	\$ 23,963,870
Remaining Contingency					\$ (803,467)
Planned Expenditure to Date (Baseline)	Actual Expenditure to Date (Cashflow)		Variance		
\$ 11,173,915	\$ 10,889,958	\$	\$ (283,957)		
Planned Expenditure (Period)	Actual Expenditure (period)		Variance		
\$ 1,703,729	\$ 1,612,595	\$	\$ (91,134)		



1.9 Programme Completion Status GREEN

Late Milestones	Baseline Finish	Forecast/Actual Finish	Variance
Up Next	Baseline Finish	Forecast/Actual Finish	Variance
New Stadium construction	31-Mar-27	31-Mar-27	0 days
Link Building	31-Mar-27	31-Mar-27	0 days

ATTACHMENT 1

PROJECT DIRECTOR'S MONTHLY REPORT – MAY 26

1. HEALTH, SAFETY & ENVIRONMENT

There have been 2 incidents to report this period:

1. Nail gun misfire, causing injury to operative's arm. First Aid Injury and back to work same day. Gun taken away for examination and servicing.
2. Service strike of communications cable outside stadium while excavating for new water supply

Both of the above will have an incident report from TEL.

Regular onsite oversight was maintained through May by Managers, with daily toolbox meetings led by the Foreman and ongoing coordination with TDC representatives.

Worksafe made an impromptu visit to site, with positive feedback.

Visitor parking continues to be an issue in the south car park with vehicles parking on verges and footpaths. TDC parks and enforcement teams have been leaving notes on windshields and fencing has been erected but the problem persists. Not causing an issue for the project but will need to be addressed in the long term by TDC.

2. CONTRACTS AND PROCUREMENT STATUS

No change to previous period reporting:

Long-lead items including HVAC units, drop curtains and scoreboards / shot-clocks, which are all coming from overseas, have been ordered and are still in transit.

Discussions ongoing with suppliers for retractable seats to determine most appropriate units and design. No order yet placed, pending finding an appropriate sponsor, or approval to purchase from contingency. Only 12-16 weeks lead time required for these seats, so not time-critical.

3. CONSENTS & COMPLIANCE

No change from previous reporting period.

Building Consents all fully in place.

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

4. DESIGN ISSUES

Whilst the TEL design is complete, a number of design related requests have arisen in the last period from third parties. These are as outlined below:

1. Long term TDC Parks are proposing a reconfiguration of the car park and area in front of the stadium. This retains through traffic between the north and south car park with added traffic calming measures. Draft included as Attachment 3.
2. South Canterbury Basketball have requested the installation of 8 no Glory league cameras, to be funded by them. A formal Change Request has been requested from them so that the full details, cost and impact can be assessed before instructing to TEL.
3. Solar panels – the project team has been asked to revisit the potential for installing solar panels to the stadium roof. Kotahi Studio, on behalf of TEL, have assessed that the current roof (which is approx. 7500 sq m in area) can accommodate a total of 800 sq of solar panels split equally across the lower portions of the new stadium roof on both the east and west sides. A previous proposal for solar panels from Rexel Energy suggested that a solar array of 240 panels (100 kw) would be appropriate for this venue. 240 panels equates to 480 sq m; the existing roof could support up to 400 panels without the need for any additional strengthening. The roof can therefore be considered to be adequately future proofed.

5. PROGRAMME & CONSTRUCTION

The project is currently approximately 1.0 week behind programme due to adverse weather, but the team is committed to recovering this time. Time risk is reduced now that foundations and in-ground works are almost complete.

Key dates are as below:

Revised Concept Design and Price	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Revised Concept Design and Price	4 April 2025	30 April 2025	100%	26 days
Contract Agreed and fully executed	30 April 2025	6 May 2025	100%	6 days
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Link Building	31 March 2027	31 March 2027	15%	0 days
Fit Out	31 March 2027	31 March 2027	0%	0 days
Project Completion	31 March 2027	31 March 2027	0%	0 days

6. BUDGET / FINANCIAL REPORTING

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

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

Budget remains healthy with contingency remaining \$793,290.

Budget element	Budgeted figure	Expended to date	Final Forecast Cost	Variance to budget
Approved Budget	\$24,767,659			
Professional fees inc TDC internal costs	\$728,445	\$319,249	\$686,480	(41,965)
Consents and internal TDC consent processing costs	\$50,000	\$144,875	\$155,525	105,525
Construction Costs	\$22,694,337	\$10,177,574	\$22,818,194	123,857
Advance works and Utilities	\$319,555	\$250,563	\$314,170	(5,385)
Contingency (project unknown / unforeseeable)	\$975,322		\$788,714	
Forecast Project Total	\$24,767,659	\$10,892,261	\$24,767,659	

Forecast / Budget Over-runs

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

Variations

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

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

Pending Variations

Function suite Dividing wall	declined
Wall softening options	pending
Cameras and wiring for Glory League Basketball (externally funded)	
Reconfiguration to car park and area in front of stadium	pending

7. COMMUNICATIONS AND MEDIA

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

User Group meeting arranged for 17th June 2026.

8. KEY RISKS

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

Risk Element	Mitigation
Construction / Project Risks	
Steel and concrete panel erection – high risk activities	Detailed safety protocols in place for craneage, lifting and moving large elements, exclusion zones to separate workers from risk areas.
Roof installation – working at height	Detailed safety protocols in place for working at height and from Elevated Work Platforms (EWPs)
Adverse weather	Weather remains a risk, particularly entering winter period with expected rain and frosts increasing the risks of working at height. Processes in place to work to conditions.
Floor installation – large expanse to be laid	Good quality control needed, regular inspection by supplier
Separation of public and facility users	Additional footpath has been installed between north car park and existing stadium to assist pedestrian movement between the two.
Long-term pedestrian and user safety	Traffic calming and additional pedestrian crossings have been designed in concept by TDC Parks, for trafficable route in front of the new stadium connecting the two car parks. Additionally, improvements to Morgans Road roundabout are being considered. Timing of these works will be important to minimise disruption to both construction works and end users once the facility is complete.
Requested changes from users	Requested changes from users (e.g. Glory League cameras) will become more difficult and expensive to accommodate as time progresses. Change Request has been requested for this change along with confirmation it will be externally funded.
Emerging Risks	

Disruption due to the Middle East conflict – potential fuel rationing	Currently not affecting the project, though this is an emerging risk across the industry. Ongoing discussion with contractors and suppliers to monitor effect.
Disruption due to the Middle East conflict – shipping	Early placement of materials orders, sourcing from eastern hemisphere where possible

9. PROJECT APPROVALS REQUIRED

1. Feedback on traffic calming proposal (Refer Attachment 3)

ATTACHMENT 2 : QUANTITY SURVEYOR'S COST REPORT

Aorangi Stadium Redevelopment



Financial Report

22/05/2026



Rev	Date	Details	Author	Approved by
0	22/05/2026	Financial Report 13	Rebecca Sanders	Leonard Pagan
1				
2				
3				

Disclaimer

This report has been prepared by Rawlinsons for Timaru District Council.

We will not accept responsibility to any other party other than to Timaru District Council to whom our report is addressed unless specifically stated to the contrary by us in writing.

We will accept no responsibility for any reliance that may be placed on our report should it be used for any purpose other than that for which it is prepared. This report must be read in its entirety. Individual sections of this report could be misleading if considered in isolation from each other. This report has been prepared with care and diligence. The statements and opinions expressed in this report have been made in good faith and on the basis that all relevant information for the purposes of preparing this report is true and accurate in all material aspects and not misleading by reason of omission or otherwise.

We reserve the right to revise or amend our report if any additional information (particularly as regards the assumptions we have relied upon) which exists on the date of our report but was not drawn to our attention during its preparation, subsequently comes to light.



Summary

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



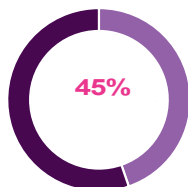
Discussion Points

• Movement:
Construction Variations:
CI#85 Additional Netball Hoops - final figure of \$13,296 now included

	Budget	Current Report	Previous Report	=	Movement
Construction Contract Price [a]		22,694,337	22,694,337	-	-
Client Direct Costs [b]		1,073,000	1,073,000	-	-
Project Contingency [c]		1,000,322	1,000,322	-	-
Client Approved Budget		24,767,659	24,767,659	-	-
Construction and Direct Costs					
Construction and Direct Costs [a+b]		23,767,337	23,767,337	-	-
Variations & Risk Items					
Variance to Contract Price (Variations)		128,433	123,857	4,576	4,576
Risks & Opportunities		-	-	-	-
Variance to Direct Costs		66,188	66,188	-	-
Contingency					
Projected Remaining Contingency (81%)		805,700	810,276	(4,576)	(4,576)
Estimated Final Cost [d]		24,767,659	24,767,659	-	-
Projected Variance to Contract Price		-	-	-	-
Programme					
Valued to Date - Construction		10,377,574	8,779,701	1,597,873	1,597,873
Valued to Date - Direct Costs		697,755	697,755	-	-
Subtotal [e]		11,075,328	9,477,455	1,597,873	1,597,873
Estimated Cost to Complete [d-e]		13,692,331	15,290,204	(1,597,873)	(1,597,873)

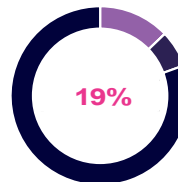
All values are NZD & exclude GST

Project Costs



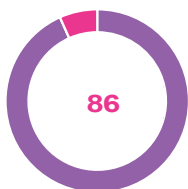
■ Valued to Date - Construction ■ Estimated Cost to Complete

Contingency Commitment Status



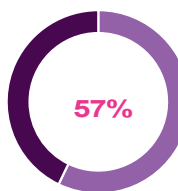
■ Contract Instructions (CI's): 13% ■ Anticipated CI's: 0%
■ Risks & Opportunities: 0% ■ Direct Costs: 7%
■ Remaining Contingency: 81%

CI's Issued



■ Type A (62) ■ Type B (16) ■ Type C (8) ■ Total (86)

Project Programme Status (Weeks)



■ Duration Expired (60) ■ Remaining Duration (45)

PROJECT / STAGE

Project: Aorangi Stadium Redevelopment
Phase:

DETAILED COST SUMMARY

No.	Description	Client Approved Budget a	Estimated Variations b	Forecast Final Cost c=a+b	Paid to Date d	Cost to Complete Incl Remaining Contingency e=c-d
Construction Costs - (Excl Contingencies)						
1	Construction Contract - Main Contractor	22,694,337.00	128,433.35	22,822,770.35	10,377,573.61	12,445,196.75
2	Construction Contract - Provisional Sums	-	-	-	-	-
Subtotal - Construction Costs - (Excl Contingencies)		22,694,337.00	128,433.35	22,822,770.35	10,377,573.61	12,445,196.75
Combined Direct Costs						
3	Professional Consultants	483,000.00	-	483,000.00	259,605.06	223,394.94
4	Direct Costs	590,000.00	66,188.30	656,188.30	438,149.62	218,038.68
Subtotal - Combined Direct Costs		1,073,000.00	66,188.30	1,139,188.30	697,754.68	441,433.62
Risks & Opportunities						
5	Additions	-	-	-	-	-
6	Omissions	-	-	-	-	-
Subtotal - Risks & Opportunities		-	-	-	-	-
Subtotal - Construction Works		\$ 23,767,337.00	\$ 194,621.65	\$ 23,961,958.65	\$ 11,075,328.29	\$ 12,886,630.37
Contingencies						
7	Project Contingency	1,000,000.00	(194,621.65)	805,378.35	-	805,378.35
8	Adjustment to bring to funding cap	322.00	-	322.00	-	322.00
		-	-	-	-	-
Subtotal - Contingencies		1,000,322.00	(194,621.65)	805,700.35	-	805,700.35
Project Total		\$ 24,767,659.00	\$ 0.00	\$ 24,767,659.00	\$ 11,075,328.29	\$ 13,692,330.72



ATTACHMENT 3 : TRAFFIC CALMING PROPOSAL

to be provided by Simon Davenport

ATTACHMENT 4 : PROGRESS PHOTOGRAPHS





AORANGI STADIUM, TIMARU PROPOSED POSSIBLE TRAFFIC FLOW UPGRADE



OVERALL LAYOUT



6.4 Theatre Royal and Museum Project Update - May 2026

Author: Paul Haggath, Project Director

Authoriser: Paul Cooper, General Manager Regulatory Development and Growth

Recommendation

That the Projects and Procurement Committee:

1. Receive and note the Theatre Royal and Museum Project Update – May 2026 report; and
2. Approves Option 2 (Resene Biscotti and Resene Half Biscotti) as the colour scheme for the Stafford Street frontage.

Purpose of Report

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

Assessment of Significance

- 2 This matter is deemed as low significant when considered against the criteria of Councils Significance and Engagement Policy.

Discussion

Project Status

- 3 The project remains on target, both in programme and budget terms. Museum precast walls construction is complete, with infill foundations progressing well. Foundation and underpinning works are ongoing in the theatre stagehouse. Auditorium framing for the new floor is progressing.
- 4 Further information on the project status can be found in the Project Director's report (attachment 1) of this report.

Critical Risks

- 5 Further information on the project risk assessment can be found in the Project Director's report (attachment 1) of this report.
- 6 Critical emerging risks are listed below:
 - 6.1 Global disruption due to the Middle East conflict is an emerging risk, specifically risks associated with increased fuel prices and potential restrictions to supply and availability. Currently this is not affecting the project, though the construction sector is aware of this as an emerging risk across the industry and (as happened during the COVID crisis) is issuing advice and guidance notices as to how these risks should be addressed.
 - 6.2 A further risk emerging from the Middle East conflict is shipping disruptions. The team is reviewing all materials to identify those which will require long distance shipping. The highest risk items are lifts (Schindler) and the building's cladding system (Equitone). Both

must be procured from Europe; early orders are being placed to mitigate potential shipping delays.

Budget

- 7 The project remains on budget. Further information on the project budget can be found in the Project Director's report (attachment 1) of this report.

Theatre Manager

- 8 A new theatre manager has been engaged and is now fully engaged with the project team.

Stafford Street Façade Colour Palette

- 9 The Projects and Procurement Committee previously requested that options be presented for the colour and design of the Theatre's Stafford Street frontage.
- 10 The following façade colour palettes have been developed collaboratively by NB Architects / DLA Architects and Petronellas Interiors, all based locally within Timaru. The project Architect has prepared three options for consideration.
- 11 Design input has been provided by:
- Joshua Newlove – Project Lead
 - Celia Cannon – Interior Designer
 - Ineke Winkleman – Interior Designer, Petronellas
- 12 The intent of this proposal is to identify an appropriate colour direction for the Timaru Theatre Royal street façade that responds to the building's civic significance, architectural character, heritage context, and contribution to the Timaru town centre streetscape.
- 13 The proposed options have been developed with consideration given to:
- 13.1 The relationship between the original Theatre Royal building and the 1993 façade addition;
 - 13.2 The visual prominence of the building within the urban environment;
 - 13.3 The long-term public presentation of the façade; and
 - 13.4 The balance between heritage sensitivity and contemporary architectural expression.
- 14 The colour studies have been prepared with consideration given to:
- 14.1 The relationship between historic and newer building elements;
 - 14.2 The visual prominence of the Theatre Royal within the town centre;
 - 14.3 Heritage and civic presentation;
 - 14.4 Contemporary architectural character; and
 - 14.5 The long-term appearance of the façade within the public realm.
- 15 Each option has been developed to ensure compatibility between the original Theatre Royal structure and the later 1993 addition, with differing approaches taken toward architectural expression, visual integration, and public identity.
- 16 The options collectively provide a range of outcomes from preservation of the existing architectural character through to a more contemporary reinterpretation of the façade.

Options and Preferred Option

17 Option 1 - Retention of Existing Façade Colour Scheme



Figure 1 - Existing Theatre Royal colours

- 17.1 Existing colours: Resene Apricot and Resene Half Apricot.
- 17.2 This option proposes retaining the existing façade colour palette introduced as part of the 1993 addition works.
- 17.3 The current colour scheme is representative of architectural design trends prevalent during the late 1980s and early 1990s, where civic and public buildings commonly adopted stronger and more expressive colour palettes as a means of architectural identity and visual distinction.
- 17.4 The existing warm tonal palette contributes to the recognisable character of the Theatre Royal frontage and reflects the original design intent of the 1993 intervention. Retention of this scheme preserves an established layer of the building's architectural evolution and maintains continuity with its current presentation within the streetscape.
- 17.5 While the colour palette is acknowledged as visually distinctive and at times polarising in public opinion, it remains closely associated with the building's existing identity and period of redevelopment.
- 17.6 This option represents the most conservative approach in terms of change to the building's current appearance.

18 Option 2 – Muted / Stone-Inspired Colour Palette (**Preferred Option**)



Figure 2 Rendered image of option 2

- 18.1 Proposed colours: Resene Biscotti and Resene Half Biscotti.
- 18.2 This option introduces a softer and more restrained colour palette inspired by natural stone and sandstone material tones.
- 18.3 The intent of this scheme is to provide a more timeless and contemporary civic presentation while maintaining compatibility with the architectural composition of the existing façade. The muted palette reduces visual intensity and allows the building form and architectural detailing to be read more cohesively as a unified composition old and new building together.
- 18.4 The use of neutral, masonry-inspired tones reflects contemporary urban design preferences and aligns with the material character commonly associated with civic and heritage-related buildings.
- 18.5 This approach provides a subtle and refined appearance that integrates comfortably within the wider Timaru streetscape while still retaining the architectural expression of the façade addition.
- 18.6 Option 2 is considered a balanced and low-risk approach that prioritises visual cohesion, longevity, and broad public acceptance.
- 18.7 The recommended option is Option 2 as the project architect and project team believe that this presents a timeless and contemporary civic presentation while complementing and unifying the building form and architectural detailing in the rest of the development.

19 Option 3 – Reimagined Feature Colour Scheme



Figure 3 Rendered image of option 3

- 19.1 Proposed Colours: Resene Cinnamon and Resene Fahrenheit.
- 19.2 This option proposes a contemporary reinterpretation of the Theatre Royal façade through the introduction of a more expressive and architecturally defined colour palette.
- 19.3 The selected tones intentionally emphasise key façade elements and architectural detailing through contrast and layering, creating greater depth, articulation, and visual presence within the street frontage.
- 19.4 The approach seeks to reinforce the Theatre Royal’s civic and theatrical identity by introducing a stronger sense of character and individuality while remaining respectful of the building’s scale and urban context.
- 19.5 Rather than minimising the architectural intervention, this option celebrates the façade composition and uses colour as a deliberate architectural feature to enhance the visibility and identity of the building within the Timaru town centre.
- 19.6 This option represents the most transformative approach and provides a renewed visual identity for the Theatre Royal frontage.
- 19.7 This option would be a significant departure from the approved resource consent and may require an amendment to the consent to proceed.

Consultation

- 20 The colour of the façade is not a heritage issue and does not require formal consultation with Heritage NZ.

Relevant Legislation, Council Policy and Plans

- 21 Timaru District Council Significance and Engagement Policy.

Financial and Funding Implications

22 There are no funding implications as the painting works are included within the project budget.

Other Considerations

23 Options 1 and 2 fall within the resource consent and conditions.

24 Option 3 would be a significant departure from the approved resource consent and may require an amendment to the consent to proceed.

Attachments

1. **Theatre Royal Project Directors PSG Report #17 end May 2026** [↓](#) 



THEATRE ROYAL & MUSEUM



PROJECT STEERING GROUP REPORT #17.

END OF May 2026

PREPARED BY: PAUL HAGGATH

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EXECUTIVE SUMMARY (DASHBOARD REPORT)



TIMARU DISTRICT COUNCIL
MONTHLY REPORT: PERIOD :
SUBMITTED BY:
DATE:

THEATRE ROYAL AND MUSEUM
 Apr-26
 Paul Haggath
 30-Apr-26

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

This Reporting Period	November 2025
Project Start Date	1-Dec-24
Portfolio #	Local Authority
Program #	Leisure
Project Name / ID #	Enter Proj Name / ID #
Project Director	Paul Haggath
Project Manager	Paula Ryan
Financial Period End (month prior to Reporting Period)	30-Apr-26
Fiscal Period	Q4
Financial Year	2026-2027

1.1 Programme Update Summary Status GREEN

Key Achievements this period:

- Museum precast walls complete, foundations underway
- BoH underfloor services underway
- Underpinning of Stagehouse foundations underway
- Auditorium new floor framing
- Stafford St facade refurbishment
- Fabrication underway for museum and Theatre Boh precast panels and structural steel

1.8 Financial Summary Status AMBER

- Project forecast remains on budget - refer finance section of Project Director's Report and QS Cost Report Summary
- Cumulative expenditure to end Mar 26 shows as \$6,325,192.
- Current forecasts show a contingency of \$2,700,000.
- 11.37m has now been received from MBIE funding

1.2 Health, Safety & Environment: Status GREEN

- No incidents to report this period
- Site is very busy and congested as excavations are progressed for the museum foundations and the theatre auditorium floor and stage area.
- Care is being taken to ensure there are no health and safety conflicts between work areas.

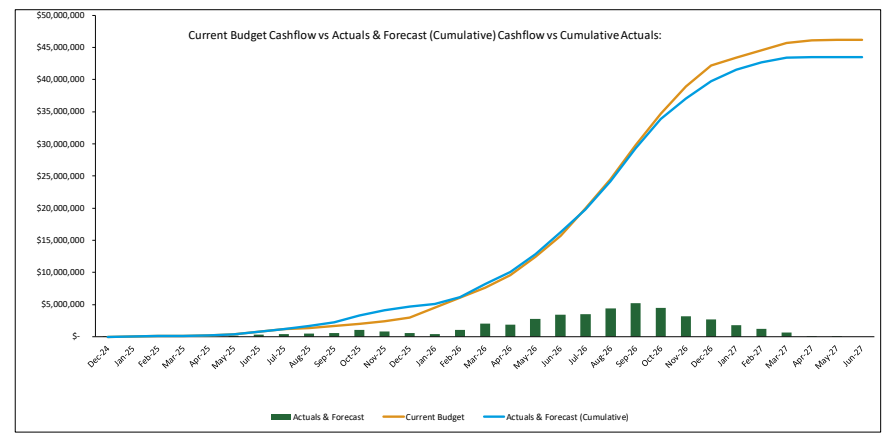
Period	Incidents	LTI (LTIFR)	Medical Treatment	Near Misses	Environmental
	0	0	0	0	0
Total	0	0	1	2	0

Year	2024/25	2025/26	2026/27	2027/28	Total
Current Budget	\$ 770,723	\$ 14,931,466	\$ 30,497,812	\$ -	\$ 46,200,000
Actuals & Forecast	\$ 770,723	\$ 15,485,085	\$ 27,263,400	\$ -	\$ 43,519,208
Remaining Contingency	\$ -	\$ 2,700,000	\$ -	\$ -	\$ 2,700,000
Expenditure to date	\$ 770,723	\$ 9,271,578	\$ -	\$ -	\$ 10,042,301

1.3 Environmental and Heritage Status AMBER

Key achievements/outcomes

- Long term direction still needed re the future of the Criterion Hotel and Chinese Gardens Restaurant remaining buildings.



1.4 Quality Status GREEN

Key achievements/outcomes

- Quality of some museum precast panels is not up to required standard - supplier to provide method for remediation
- Traffic Management Plan in place, including lane closures on Barnard St from time to time
- Shop drawings completed for precast panels and steel, with fabrication underway.

1.5 Communications / stakeholder engagement Status GREEN

Key achievements/outcomes

- Rachel Leitch is managing communications, erection of signboards, press and media releases, and regular website updates. Website is live

1.6 Procurement Status GREEN

Key issues/priorities

- Procurement status of suppliers 80% appointed - Hawkins are being encouraged to make sure local suppliers and contractors are afforded opportunity to tender for work.
- Museum Exhibition Fit Out - design is progressing - first workpackages have been tendered.

1.9 Key Risks Status AMBER

Risk Description	Impact	Probability	Overall Risk
Underpinning to the stagehouse is underway, and represents a high-risk activity.	High	Medium	High
The volume of adjacent TDC planned work in the vicinity needs coordinating to avoid potentially abortive work or rework in the future.	Medium	High	High
Date for new Alpine power connection is later than Hawkins programme - parties working to agree a workable solution.	Medium	Medium	Medium
Programme risk - Stagehouse underpinning currently 1-2 weeks behind programme. Remainder of project running to schedule.	Medium	Medium	Medium
Global disruption due to the Middle East conflict is an emerging risk, specifically risks associated with increased fuel prices and potential restrictions.	Low	High	Medium
Risk emerging from the Middle East conflict is shipping disruptions. The team is reviewing all materials to identify those which will require long distance	Low	High	Medium

1.7 Programme Delivery Status GREEN

Activity	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Architect Appointment - finalise engagement	20/12/2025	20/12/2025	100%	0 days
Building Consent (Main Works) approved	13/01/2026	27/01/2026	100%	14 days
Theatre and Museum Construction Contract Award	31/01/2026	28/02/2026	100%	28 days
Museum / Laneway Construction Contract Award	13/01/2026	27/01/2026	100%	14 days
Theatre Specialist Fitout commenced	6/01/2027	6/01/2027	0%	0 days
Museum Exhibition Fit out commenced	1/10/2026	1/10/2026	0%	0 days
Project Completion	28/03/2027	28/03/2027	0%	0 days

ATTACHMENT 1

PROJECT DIRECTOR'S MONTHLY REPORT - MAY 2026

HEALTH, SAFETY & ENVIRONMENT

There have no reportable near misses or incidents over the past period:

Worksafe made an impromptu visit to the site and were satisfied with the site's processes and management of health and safety.

The site continues to be very busy and congested as precast walls are erected for the museum and work progresses internally to the theatre auditorium floor and stage area.

Exclusion zones have been established around the site to separate personnel from plant and lifting activities.

Daily start-up meetings and regular toolbox talks are working well.

CONTRACT AND PROCUREMENT STATUS

Civil Works Contract - complete.

Main Contract

Works are underway on multiple work fronts, including:

- Museum BoH underfloor services complete
- Museum precast walls complete
- Museum reinforced concrete foundations
- Theatre Stagehouse foundations and underpinning .
- Theatre Auditorium new floor timber framing
- Theatre BoH underfloor services
- Stafford St facade
- Off-site fabrication of precast concrete panels and structural steel
- Off-site procurement of mechanical and electrical plant and lifts.

Theatre Specialist Equipment

Audio-Visual equipment and theatre lighting equipment have all been procured to protect shipping delays and price increases

Stage fly-rig is under fabrication at Stagemark's workshop in Ferrymead, Christchurch

Quote accepted from John Herber of Kaiapoi for stage curtains

Chandelier Refurbishment scope and price agreed with Vibrant Lighting of Timaru and Chelsea Lighting of Auckland to fully refurbish chandeliers prior to them being re-installed.

Utilities

New power supply and transformers – easement signed and works scheduled to commence 1st July.

Discussion ongoing with TDC's LTU and Waters & Drainage team to ensure all other planned works in the vicinity are incorporated and completed within the theatre / museum timeframes

Procurement

Refer to Appendix 3 for status of procurement and engagements.

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

Museum Exhibition Fit Out

Detailed design packages for museum fit out have been completed.

Work packages are being produced for release to tender, with cabinetry, glass and perspex, specialist joinery and audio-visual all released or due for release before the end of May 2026. Further packages will include graphics and storyboarding, lighting and specialist equipment and displays. Remaining tenders will be released through June 2026.

Theatre Manager

Scott Gaddes, new theatre manager, has commenced and is now fully engaged with the project team.

DESIGN STATUS REVIEW

Theatre and Museum

Three colour schemes have been produced for the Stafford Street frontage, as presented in Attachment 6.

Minor design clarifications and amendments are being developed and issued as site conditions dictate and require, and are being dealt with under the contract mechanisms.

Laneway

The laneway design has now been fully rationalised and finalised, and confirmed to be within budget.

Museum exhibition:

Museum Exhibition Fit Out – detailed designs for the floor layout and individual exhibit areas have been substantially completed. Cost validation is underway for all elements to ensure continued compliance with budget.

The museum team are progressing with the large job of writing and narratives for the new exhibition and artefacts.

CONSENTS AND COMPLIANCE

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

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

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

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

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

PROGRAMME AND PROGRESS

The museum construction is running approximately one week behind programme due to the timing of structural steel shop drawings.

The internal theatre refurbishment is running to schedule, with the auditorium and new floor construction slightly ahead of programme.

The theatre stagehouse works are approximately 1.5 – 2 weeks behind schedule due to unknown conditions and delays associated with the underpinning works. This is not anticipated to be time-critical and the team is resequencing other works to mitigate the delay.

An emerging challenge is the date for the new power supply to go live; Alpine are currently working to a date of 30th October 26, whereas the programme ideally needs this several weeks earlier. The parties are engaging to find a solution that works for both parties' programmes.

Key Milestone dates are summarised as below:

Phase	Baseline Finish	Forecast/Actual Finish	% completion	Finish Variance
Theatre and Museum Construction Contract Award	13-Jan-26	27-Jan-26	100%	12 days
Building Consent (Museum) approved	31-Jan-26	28-Feb-26	100%	20 days
Museum / Laneway Construction Contract Award	13-Jan-26	27-Jan-26	100%	12 days
Theatre Specialist Fitout commenced	6-Jan-27	6-Jan-27	0%	0 days
Museum Exhibition Fit out commenced	1-Oct-26	1-Oct-26	0%	0 days
Project Completion	28-Mar-27	28-Mar-27	0%	0 days

COMMUNICATIONS AND MEDIA

- Rachel Leitch is managing communications, erection of signboards, press and media releases, and regular website updates. Website is live .

BUDGET/FINANCIAL REPORTING

Budget Status

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

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

Budget element	Budgeted figure (Jan 2026)	Expended to date	Final Forecast Cost
Approved Budget	\$46,200,000		
Professional fees	\$6,000,000	\$4,319,845	\$6,000,000
Construction Costs	\$33,000,000	\$4,403,150	\$33,000,000
Utilities	\$350,000		\$350,000
Theatre Specialist Equipment	\$2,000,000	\$958,024	\$2,000,000
Museum Fit Out *	\$1,800,000	\$66,075	\$1,800,000
Consents, Approvals and Insurances	\$350,000	\$334,105	\$350,000
Contingency (project unknown / unforeseeable)	\$2,700,000		\$2,700,000
Forecast Project Total	\$46,200,000	\$10,081,199	\$46,200,000

*note - \$200,000 transferred from \$2.0m budget to construction costs as hard fit out costs

MBIE Funding

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

Variations

Variations of note include the following:

		Estimated cost impact (\$)
1	Change all lifts to Schindler, due to changes to previous supplier availability	75,000
2	Rationalisation / reduction to CCTV coverage (internal and external) – no overall loss of coverage	(30,000)
3	Electrical and lighting works – rationalisation and value engineering – net cost neutral	0
4	Hard Landscaping value engineering	(50,000)
5	Equitone Cladding Prov Sum	45,000
	Value Engineering items – general	(50,000)
	Minor variations, clarifications, site adjustments etc	70,000

The overall status of current variations is approximately +\$60,000 to date (end April 2026) but comfortably within the budget allowances.

Forecast / Budget Over-runs

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

KEY RISKS

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

Risk Element	Mitigation
Construction / Project Risks	
Underpinning works	Detailed methodology and monitoring for building movement
Unknown conditions (existing theatre building)	Addressed as and when discovered, with rapid responses and solutions
Precast panel erection	Detailed methodology and management, exclusion zones
Embankment and excavation stability (particularly in wet conditions)	Appropriate batters and slopes, trench shoring, dewatering, exclusion zones, temporary works supports
Programme risk – delays to underpinning works	Resequencing to remove from critical timeline, safe working methods and solutions to progress as quickly as safely possible
Timing of new power supply	Alpine’s planned power connection date is later than the construction programme. Parties working together to agree a workable solution.
Emerging Risks	
Other TDC planned work in the vicinity	There is a volume of adjacent TDC planned work in the vicinity (Barnard St and Stafford St) and while not directly under the remit of this project, coordination is underway to ensure that all works can be done without disruption to each other and to avoid potentially abortive work or rework ion the future.

Disruption due to the Middle East conflict – potential fuel rationing	Currently not affecting the project, though this is an emerging risk across the industry. Ongoing discussion with contractors and suppliers to monitor effect.
Disruption due to the Middle East conflict – shipping	Early placement of materials orders, sourcing from eastern hemisphere where possible

PROJECT APPROVALS

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

- Confirmation of Colour Scheme for Stafford Street theatre frontage (refer options in Attachment 6)

**ATTACHMENT 2 – QUANTITY SURVEYOR COST REPORT
SUMMARY**



Theatre Royal and Museum Project
Financial Report 12 Rev: 0
30 April 2026



Theatre Royal and Museum Project
FINANCIAL EXECUTIVE SUMMARY

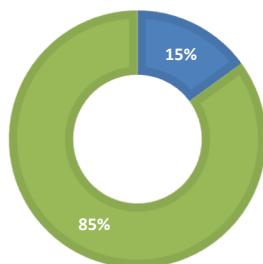
Financial Report 12 Rev: 0
30 April 2026

Ref	Description	Total excluding GST		
		Current Report	Previous Report	Movement
1.1	CONSTRUCTION	37,150,000.00	37,150,000.00	-
1.2	CLIENT DIRECT COSTS / PROFESSIONAL FEES	6,350,000.00	6,350,000.00	-
1.3	PROJECT CONTINGENCY	2,700,000.00	2,700,000.00	-
1.4	CLIENT APPROVED BUDGET TOTAL	46,200,000.00	46,200,000.00	-

All Values are NZD & Exclude GST

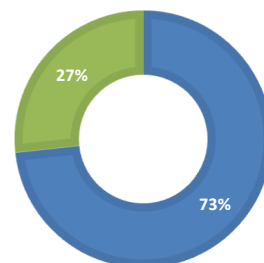
CONSTRUCTION COST

■ Cost to Date ■ Forecast Cost to Complete



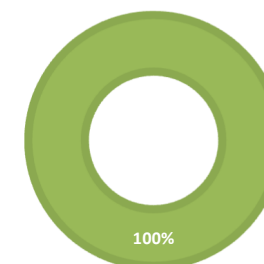
CLIENT DIRECT COSTS / PROFESSIONAL FEES

■ Cost to Date ■ Forecast Cost to Complete



CONTINGENCY STATUS

■ Cost to Date ■ Forecast Cost to Complete



1.1 EXECUTIVE SUMMARY

30 April 2026

Ref	Description	Total excluding GST
-----	-------------	---------------------

1.1 EXECUTIVE SUMMARY

The report has been produced to record the financial status of Timaru Theatre Royal and Museum project as at the month end of: April 2026
 And to identify any items of risk that may become apparent during the reporting process, which may affect the forecast Completion Cost.

1.2 FINANCIAL STATEMENT

Approved Construction Budget excluding Contingency		33,033,500.00
Current Forecast Final Cost		37,150,000.00
Provisional Sum Adjustments		-
Agreed Contract Sum		33,620,313.54
Approved Variations		626,208.77
Uncommitted Costs to date		2,903,477.69
Consultant Fees		6,350,000.00
Client Scope Change		-
Project Contingency	8%	2,700,000.00
Revised Forecast Cost excluding Consultant Fees		46,200,000.00

1.3 CONTRACT SUM STATUS

<u>Current Contract Sum</u>		
Committed Contract Sum - Paul Smith & Hawkins		33,620,313.54
Variation Orders to date (Approved)		626,208.77
Revised Contract Sum		34,246,522.31

1.4 DIRECT COSTS STATUS

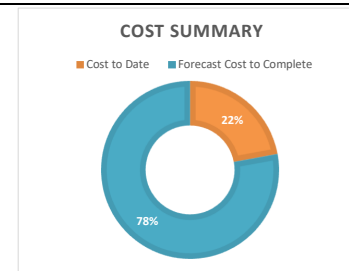
<u>Current Direct Costs / Professional Fees</u>		
Committed Contract Sum		4,539,048.13
Variation Orders to date (Approved)		1,258,420.16
Uncommitted Costs to date		552,531.71
Revised Contract Sum		6,350,000.00

1.5 CASHFLOW

Total Payments to date		Cumulative Approved Value	Payment to Date
Contractor Cost to Date	(Includes April 2026 Payment Claim)	5,564,847.01	5,564,847.01
Client Direct Cost to Date	(Invoices include up to April 2026)	4,654,299.51	4,654,299.51
TOTAL COST TO DATE			10,219,146.52

1.6 COST SUMMARY

Current Forecast Final Cost	46,200,000.00
Forecast Construction Budget Cost to complete	31,585,152.99
Forecast Client Direct Budget Cost to complete	1,695,700.50
Remaining Contingency Allowance	2,700,000.00
TOTAL FORECAST COST TO COMPLETE	35,980,853.49



1.7 DISCUSSION POINTS

1. Hawkins are progressing with excavation, foundation, precast panel and structural steel works to Theatre and Museum
 2. RA are continuing to assess Variation & Provisional Sum pricing, Hawkins have provided indicative dates for submission of these

Theatre Royal and Museum Project

Financial Report 12 Rev: 0

2.1 CONSTRUCTION BUDGET - COST TO COMPLETE

30 April 2026

Description	Original Budget	Revised Budget January 2026	Forecast Final Cost	Paid to Date	Cost to Complete
CONSTRUCTION BUDGET - OPTION 1(b)					
1.1 DEMOLITION	583,000.00		284,466.31	284,466.31	-
1.2 CIVILS	1,405,975.00		1,334,846.81	1,289,168.75	45,678.06
1.3 THEATRE REFURBISHMENT	17,747,000.00	35,350,000.00	22,719,431.19	2,507,283.18	20,212,148.01
1.4 MUSEUM	8,787,500.00		10,588,295.11	1,417,853.27	9,170,441.84
1.5 MUSEUM EXHIBITION FITOUT	2,610,000.00	1,800,000.00	1,800,000.00	66,075.50	1,733,924.50
1.6 LANDSCAPING	1,900,025.00		-	-	-
1.7 CONSTRUCTION CONTINGENCY			422,960.59	-	422,960.59
TOTAL CONSTRUCTION SUM	33,033,500.00	37,150,000.00	37,150,000.00	5,564,847.01	31,585,152.99
2.0 Client Direct Costs & Professional Fees	5,466,500.00	6,350,000.00	6,350,000.00	4,654,299.51	1,695,700.50
TOTAL CONSTRUCTION COST	38,500,000.00	43,500,000.00	43,500,000.00	10,219,146.51	33,280,853.49
CONTINGENCY					
4.1 Construction Contingencies - Theatre	5,950,000.00	2,700,000.00	1,424,470.15		1,424,470.15
4.2 Construction Contingencies - Museum	2,750,000.00		1,275,529.85		1,275,529.85
TOTAL CONTINGENCY	8,700,000.00	2,700,000.00	2,700,000.00	-	2,700,000.00
TOTAL EXCLUDING GST	47,200,000.00	46,200,000.00	46,200,000.00	10,219,146.51	35,980,853.49

ATTACHMENT 3 – ARCHITECT DESIGN REPORT

PSG - PROJECTS & PROCUREMENT
COMMITTEE
ARCHITECTS REPORT



Project:	Theatre Royal, SC Museum & Laneway	Project No:	02140/T167
To:	Timaru District Council – Projects & Procurement Committee - 05		
Attention:	Paul Haggath	Date:	26/05/2026
From:	NB/DLA Architects in Association – Joshua Newlove		

Item No.	Description	
1.0	<p>Executive Summary</p> <p>Project progress continues to move well onsite, with museum precast panel installation nearing completion and remaining panels all in place. Auditorium floor structure works are progressing, with DPM laid, floor jack framing underway and further floor structure preparation continuing ahead of framing works.</p> <p>Front façade inspection and preparation works have commenced, with NB/DLA reviewing existing plaster and paint condition and preparing specification information for remedial works.</p> <p>Design coordination and shop drawing reviews continue to track well, supporting programme. Steel and theatre precast shop drawing reviews remain ongoing to allow timely manufacture and installation.</p> <p>Key risks remain typical for this stage and are being actively managed through ongoing consultant coordination and weekly ASVR reporting. No critical issues impacting delivery at this time.</p> <p>Require PSG approval on FOH Façade colours:</p>	
2.0	Design Progress, Since last PSG	

NB Architects limited
e: admin@nbarchitects.co.nz
w: nbarchitects.co.nz t: +64 3 684 7918
22 chapel street, timaru 7910

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

	<p>Documentation –</p> <p>Museum: Precast panel installation has progressed significantly, with remaining installed. Tanking and boxing for ground beams underway. Some concerns remain regarding finish quality and damage/chipping to visible panel faces, with patching works proposed by Hawkins. Further review required once panels cleaned and completed. If a QA issue which has been identified early and will be rectified by Hawkins.</p> <p>Stage house: Underpinning works continuing, with deadmans being installed. Temporary support coordination to Royal Boxes underway as contractor-designed temporary works. Large pros arch beam is almost ready to pour which is one of the key strengthening elements.</p> <p>Auditorium: Floor structure works progressing. DPM installed below auditorium floor with floor jack frames being prepared onsite.</p> <p>BOH: Concrete locator pads for theatre precast panels largely poured. Concrete beam beneath proscenium arch currently being prepared for epoxy fixing installation</p> <p>Front façade: NB/DLA undertook inspection of existing façade after wash down. Canopy membrane in reasonable condition, Precast areas identified to have standard paint spec Minor cracking and plaster repairs identified with specification for X200 membrane paint to be issued for remedial works.</p> <p>Shop drawings: Architectural and consultant teams continuing to receive, review and return shop drawings to Hawkins. Steel and theatre precast panel shop drawing reviews progressing to support programme and manufacture.</p> <p>Lifts: Shop Drawings received and been reviewed with elements required for these lifts incorporated. This item is very close to being closed.</p> <p>Equitone cladding has come in closer to price expectations with the changes identified earlier.</p>	
3.0	<p>Design Coordination</p> <p>AIR (Architect Issue Register) continues to be used to capture and track issues, alongside INEIGHT.</p> <p>Consultant review of shop drawings remains prioritised to maintain programme.</p>	

	<p>Coordination ongoing with Hawkins regarding temporary works, precast panel quality, façade remediation and theatre structural sequencing.</p> <p>Museum fitout documentation coordination continues alongside base build works.</p>	
4.0	<p>Key Issues / Risks</p> <ul style="list-style-type: none"> - Programme: Continued reliance on timely shop drawing turnaround and consultant response. - Precast panel quality and visible finish consistency to museum panels. Will be rectified. - Sprinkler system coordination with main contractor required. Early shops indicate Hawkins has visibility on this. - Seismic restraint design / design-build element. Early Shops indicate Hawkins has visibility on this. - Lead times of products, early verification of selections has been required to enable lead times to meet programme, finishes schedule has been issued so any items that we may have issue with are identified early, the project team is responding to any queries in a timely manner. <p>Overall risks remain minor and typical of this stage and are being managed through ongoing coordination and site observation.</p>	
5.0	<p>Client input /PSG Actions Required</p> <ul style="list-style-type: none"> - Review of colour selections and preferred FOH façade colours, TBC asap. 	
6.0	<p>Design Visuals & Updates</p> <ul style="list-style-type: none"> - Appended FOH colour options, 2 renders with 3rd option being status quo 	
7.0	<p>Next Steps</p> <ul style="list-style-type: none"> - Continue with site observation and provide Consultant Advice Note (CAN) where necessary - Continue to look at opportunities for VE without reducing the overall standard of the development - Continue to receive and review shop drawings 	
	<p>Appendices</p> <ul style="list-style-type: none"> - Photo Records (selected photos for this report) 	

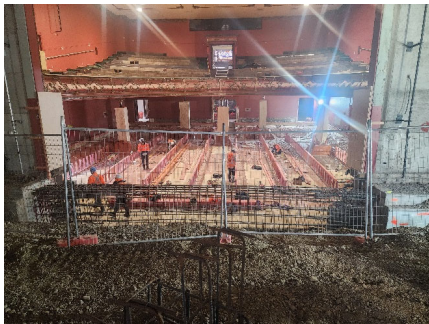
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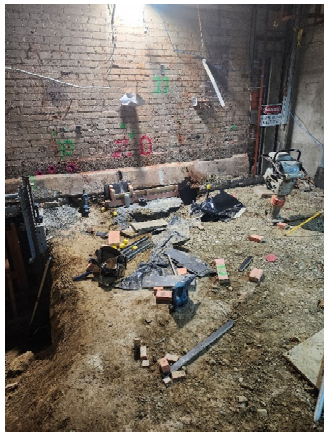
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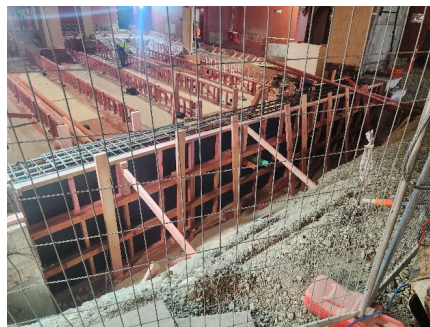
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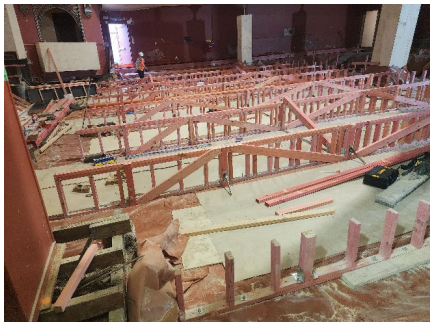
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ATTACHMENT 4 – PROCUREMENT STATUS

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

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

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

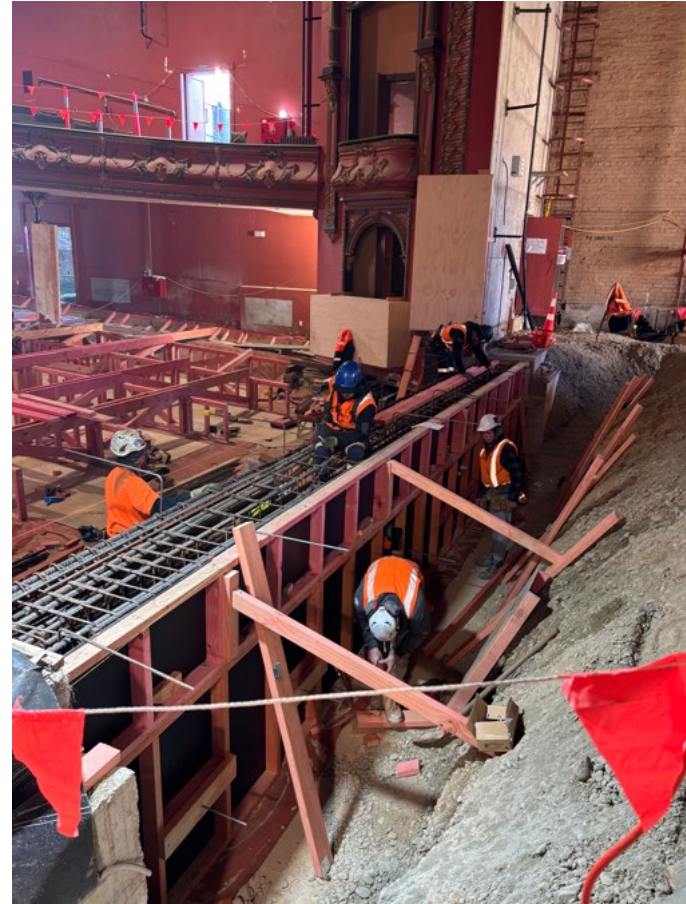
Demolition Excavation and Civils	Paul Smith Earthmoving	Timaru
Scaffold & Propping Interspan	Geeves	Timaru
Concrete Work (Including Substructure)	Vantis	Timaru
Electrical	Aotea Electric	Timaru
Plumbing and Gas	Foleys	Timaru
Security	Allied Alarms	Timaru
Masonry	Mainland Brick & Block	Timaru
Painting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

Misc Cranage	360 cranes	Timaru
Misc onsite metalwork	Dan Cosgrove	Timaru
Misc Plant Hire	Hirepool	Timaru
Misc Materials	Mitre 10 / Placemakers	Timaru
Misc Fixings	Blacks / Konnect	Timaru
Water Proof Membrane	H2Off	
Concrete - Reinforcing	Reofab	
Concrete - Precast Panels and stairs	Lanyon & Lecompte	
Concrete - Sealants & Drypacking (steel)	Consol	
Structural steel Work	VIP Steel	
Structural steel - Intumescent coatings	VIP Protective Coatings	
Suspended Slabs - Rib & Infill supply	Quality Precast	
Suspended Slabs - Comfloor	Steel & Tube / Comfloor	
Mechanical services	David Browne Contractors	
Fire protection	South Pacific Fire Protection	Dunedin
Passive Fire	Passive Fire NZ	
Communication/Data	NZ Data	
Lifts	Schindler	
Seismic Joints	Seismic Guys	
Carpentry Labour & Materials	Hawkins /Livefirm	
Carpentry Materials - CLT	Redstag	
Insulation	Control Insulation	
Metal Wall and Roof Cladding	SWP	
Roofing - Access System	Monkey Toe	
Equitone Cladding	Façade Plus	
Stairs and Balustrades	Canterbury Balustrade	
Metalwork (incl accessways and plant decks)	Monkey Toe	
Metal windows & doors	Nebulite	
Metal windows & doors - Roller door	Glideaway	

Joinery - Main & Specialist	JB Joinery	
Joinery - Roller shutter	Xpanda	
Joinery - Timber door supply	Restruct	
Glazing	Metro Performance	
Wall Finishes - Partitions	Duraplan	
Ceilings, Aluminium Partitions	AEON	
Hardware	James Bull Locksmiths	
Tiling	MetroFloor	
Floors	Hills Commercial Floors	
Hardwood floors	Hardwood Technology	
Fixtures and Fittings - Auditorium Seating	Alloyfold	
Paving - Waitohu	Waitohu	
Landscaping - Evergreen	Evergreen	
Roof Demolition	Scope Demolition	

ATTACHMENT 5 – PROGRESS PHOTOGRAPHS

Theatre Auditorium



Museum



ATTACHMENT 6

COLOUR OPTIONS – STAFFORD STREET FRONTAGE

Timaru Theatre Royal – Front Façade Repaint

Colour Selection Rationale

The following façade colour palettes have been developed collaboratively by NB Architects / DLA Architects and Petronellas Interiors, all based locally within Timaru.

Design input has been provided by:

- **Joshua Newlove** – Project Lead
- **Celia Cannon** – Interior Designer
- **Ineke Winkleman** – Interior Designer, Petronellas

The intent of this proposal is to identify an appropriate colour direction for the Timaru Theatre Royal street façade that responds to the building’s civic significance, architectural character, heritage context, and contribution to the Timaru town centre streetscape.

The proposed options have been developed with consideration given to:

- the relationship between the original Theatre Royal building and the 1993 façade addition,
- the visual prominence of the building within the urban environment,
- the long-term public presentation of the façade,
- and the balance between heritage sensitivity and contemporary architectural expression.

Option 1 – Retention of Existing Façade Colour Scheme

Existing Colours

- Resene Apricot
- Resene Half Apricot

This option proposes retaining the existing façade colour palette introduced as part of the 1993 addition works.

The current colour scheme is representative of architectural design trends prevalent during the late 1980s and early 1990s, where civic and public buildings commonly adopted stronger and more expressive colour palettes as a means of architectural identity and visual distinction.

The existing warm tonal palette contributes to the recognisable character of the Theatre Royal frontage and reflects the original design intent of the 1993 intervention. Retention of this scheme preserves an established layer of the building's architectural evolution and maintains continuity with its current presentation within the streetscape.

While the colour palette is acknowledged as visually distinctive and at times polarising in public opinion, it remains closely associated with the building's existing identity and period of redevelopment.

This option represents the most conservative approach in terms of change to the building's current appearance.



Figure 1 - Existing Theatre Royal colours

Option 2 – Muted / Stone-Inspired Colour Palette

Proposed Colours

- Resene Biscotti
- Resene Half Biscotti

This option introduces a softer and more restrained colour palette inspired by natural stone and sandstone material tones.

The intent of this scheme is to provide a more timeless and contemporary civic presentation while maintaining compatibility with the architectural composition of the existing façade. The muted palette reduces visual intensity and allows the building form and architectural detailing to be read more cohesively as a unified composition old and new building together.

The use of neutral, masonry-inspired tones reflects contemporary urban design preferences and aligns with the material character commonly associated with civic and heritage-related buildings.

This approach provides a subtle and refined appearance that integrates comfortably within the wider Timaru streetscape while still retaining the architectural expression of the façade addition.

Option 2 is considered a balanced and low-risk approach that prioritises visual cohesion, longevity, and broad public acceptance.



Figure 2 Rendered image of option 2

Option 3 – Reimagined Feature Colour Scheme

Proposed Colours

- Resene Cinnamon
- Resene Fahrenheit

This option proposes a contemporary reinterpretation of the Theatre Royal façade through the introduction of a more expressive and architecturally defined colour palette.

The selected tones intentionally emphasise key façade elements and architectural detailing through contrast and layering, creating greater depth, articulation, and visual presence within the street frontage.

The approach seeks to reinforce the Theatre Royal’s civic and theatrical identity by introducing a stronger sense of character and individuality while remaining respectful of the building’s scale and urban context.

Rather than minimising the architectural intervention, this option celebrates the façade composition and uses colour as a deliberate architectural feature to enhance the visibility and identity of the building within the Timaru town centre.

This option represents the most transformative approach and provides a renewed visual identity for the Theatre Royal frontage.

This option would be a significant departure from the approved resource consent and may require an amendment to the consent to proceed.



Figure 3 Rendered image of option 3

Design Consultation and Assessment

The colour studies have been prepared with consideration given to:

- the relationship between historic and newer building elements,
- the visual prominence of the Theatre Royal within the town centre,
- heritage and civic presentation,
- contemporary architectural character,
- and the long-term appearance of the façade within the public realm.

Each option has been developed to ensure compatibility between the original Theatre Royal structure and the later 1993 addition, with differing approaches taken toward architectural expression, visual integration, and public identity.

The options collectively provide a range of outcomes from preservation of the existing architectural character through to a more contemporary reinterpretation of the façade

6.5 Logo for Te Kura Marumaru South Canterbury Museum

Author: Stephen Doran, General Manager Corporate

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That the Projects and Procurement Committee receives and notes the Logo for Te Kura Marumaru South Canterbury Museum report.

Purpose of Report

- 1 The purpose of this report is to update the Projects and Procurement Committee on the work being undertaken to create a brand identity and logo for Te Kura Marumaru South Canterbury Museum.

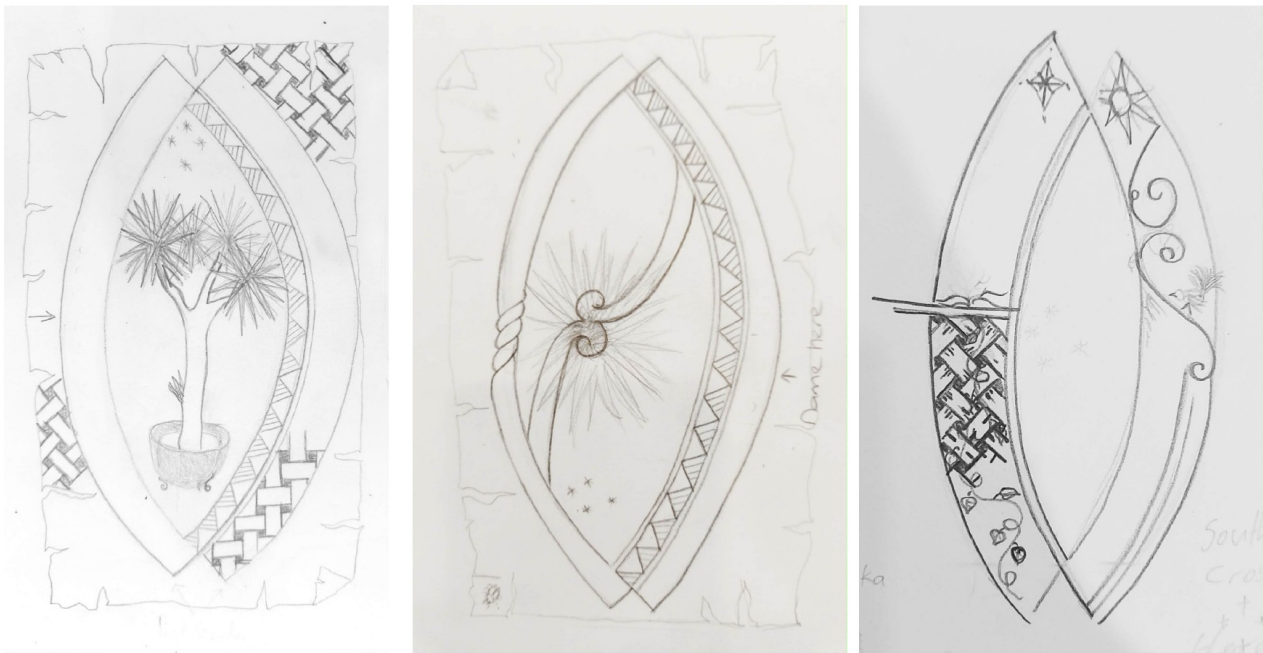
Assessment of Significance

- 2 While this is of public interest due to the high profile of the project, this is an operational matter and is of low significance in relation to the council's significance and engagement policy.

Discussion

- 3 To acknowledge the creation of the new museum on Barnard Street, the name of Te Kura Marumaru was gifted by Te Runanga o Arowhenua and was accepted and adopted by Council.
- 4 As part of the work in designing the museum, a new brand identity is currently being created by the project team in collaboration with council Communications and Marketing. This will ensure a consistent and professional look and feel across the facility by codifying standards in logo, colours, fonts and document templates.
- 5 This is being funded within the budget set aside for brand development for the new museum.
- 6 The logo was created based on artwork commissioned from Local Artist and Arowhenua representative Fran Spencer, which was then developed into a graphical element by local designer Roselyn Fauth.
- 7 As part of an earlier and separate commission, Fran Spencer has provided designs that will be incorporated into the exterior cladding of the building.
- 8 At the heart of the concept are two vessels travelling together, inspired by waka and mokihi. They represent a shared journey and the carrying of knowledge.

9 The original concepts are as follows:



10 The other themes the artwork suggests are:

- 10.1 **Two vessels overlapping:** reflecting the shared journey and knowledge people have brought to our region.
- 10.2 **A sheltering and protective holding shape:** which contains and protects the elements within, reflecting marumaru in the museum's name.
- 10.3 **Mountains:** reflecting the geology that continues to shape us, with specific reference to Aoraki, Tarahaoa and Huatekerekere (Mount Peel and Little Mount Peel) reflecting our place in the world.
- 10.4 **Koru:** reflecting the creation of something new and the beginning of a new story.
- 10.5 **Binding rope:** reflecting connection, unity and strength and our maritime heritage.

11 Like all artwork, this list isn't exhaustive or prescriptive and enables viewers to bring their own meanings and understandings to it.

12 This artwork was then developed into the final logo as presented below:



Te Kura Marumaru South Canterbury Museum

13 As well as the core logo the graphical element can be used in a number of ways for different treatments, such as in this rope pattern which can be used for window decals and architectural elements.



14 The logo is monochrome but can be used in white on darker background colours.



Te Kura Marumaru
South Canterbury
Museum



Te Kura Marumaru
South Canterbury
Museum

15 Brand standards for the museum are now being created which will standardise the fonts, colour palette in the support of the logo which will then be used on items such as signage, displays and posters.

- 16 The branding standards will also include a number of standardised templates for publications such as posters, brochures and newsletters, which will enable high quality, but streamlined and lower cost production of these items.
- 17 They will also form the core of the updated museums website, which will be completed in parallel with the build process.

Attachments

Nil

6.6 Migration to Civica Altitude Project Status Report - May 2026

Author: Sam Esterhuyse, Continuous Improvement Business Partner

Authoriser: Justin Bagust, Chief Information Officer

Recommendation

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

Purpose of Report

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

Assessment of Significance

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

Background

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

Discussion

- 4 The project for the Altitude Upgrade and Citizen Central is progressing as scheduled with timelines and the project plan confirmed.
- 5 There have been no significant updates, changes, or developments since the previous report; however, minor updates have been made to the report.

Attachments

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

IT Project Report

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

Citizen Central	Customer-facing platform or portal that allows users to access services, submit requests, and interact with the organisation online.	Implemented alongside or ahead of core system changes depending on project timing.				
ElementTime	ElementTime is an online platform for managing timesheets, leave, and scheduling.	Used for time recording, rostering and leave management to support payroll processes.				
Go-Live	The point at which the new system becomes fully operational.	Marks the official start of production use.				
Pre-requisite Checklist	A list of conditions or tasks that must be completed before the project/system can progress.	Ensures all necessary preparations are in place for build, testing, and go-live.				
User Acceptance Testing (UAT)	User Acceptance Testing – the phase where end users test the system to confirm it meets business requirements.	Ensures business processes work correctly on the new platform before sign-off.				
General Ledger (GL)	Financial module used to record, classify, and summarise all financial transactions.	Will be restructured as part of the project to improve financial reporting, accuracy, and alignment with business needs.				
Cost details						
Budget	Spend to date	Committed	Estimate to Completion	Estimate at Completion	Variance	Comments
Capex - \$1,205,000	\$18,519.20	\$0.00	\$1,186,480.80	\$1,205,000	\$0.00	Project is in early stages with minimal spend to date.
Opex - \$1,795,000	\$0.00	\$0.00				
Achievements for this period						
Accounts Receivable Audit has been completed.						
Fortnightly meetings are being held with Civica.						
The integration kick-off session has been scheduled with ElementTime.						
Payroll Discovery workshop dates with ElementTime have been arranged.						
Commenced with upgrading the integration for Altitude.						
Planned activities for this period not achieved						
There were no planned activities for this period that were not achieved.						

Planned activities for next period						
Document and distribute the confirmed milestones, deliverables and key dependencies to all stakeholders.						
Commence any preparatory configuration or system set up activities.						
Identify and mitigate any risks that may impact delivery timeframes.						
Milestone Progress						
No.	Milestone	% Complete	Baseline Finish Date	Actual Finish Date	RAG Status	Comments/Notes/Actions
1	Phase 1 - Altitude Upgrade	0%	30/11/2026		G	
	Planning and Setup				G	The project kick-off meeting was held on 7 April 2026 and included the core project group and the Civica Project Manager.
	Build and Integration	2%	30/09/2026		G	Provisioning cloud infrastructure, migrating data from Authority to the cloud, and configuring payment gateways, EFTPOS, and receipt printing.
	Training and Workshops		30/09/2026			Training sessions and workshop will be delivered to support staff readiness.

	User Acceptance Testing		6/11/2026			Testing business processes in Altitude to ensure they function as expected, with formal sign-off required.
	Go-Live		30/11/2026			Final go-live activities will be completed, including deployment to production, user support, and transition to business-as-usual operations.
2	Phase 1 - Citizen Portal	0%	30/11/2026		G	The Citizen Portal is an online self-service platform that enables residents to access council services, submit requests, and track interactions digitally.
	Planning and Setup					
	Build and Integration					
	User Acceptance Testing					
	Go-Live					
3	Phase 1 - ElementTime	0%	30/11/2026		G	ElementTime is a timesheet management system used to capture and manage employee time for payroll processing.

	Planning and Setup					
	Build and Integration					
	Empowering					
	Onboarding and Refinement					This phase focuses on reviewing and enhancing what has been built, with user testing conducted through separate indoor and outdoor groups.
	User Acceptance Testing					
	Altitude Integration					
	Go-Live					
4	Phase 2: Procure to Pay & Contracts Module	0%	31/10/2027		G	These are indicative dates and have not yet been finalised with Civica. They may change depending on Civicas consultant availability.
	Build and Integration					
	User Acceptance Testing					
	Go-Live					

	Decommission of Esker					
5	Phase 3: GL Restructure	0%	TBC		G	This is still in discussion to develop a timeline over the next few months.
Issues						
No.	Description	Raised	Owner	Rating	Target Date	Comments/Notes/Actions
				(L/M/H)		
1	Accounts Receivable Imbalance	2/5/2026	Finance	L	31/05/2026	This has been resolved.
Risks						
No.	Description	Likelihood	Consequence	Mitigation/Treatment		Residual Risk
1	Complex Data migration from Esker	Medium	High	Vendor-led migration with council validation and testing.		Low
2	Data Loss	Medium	Medium	Full back up of systems before any changes are made.		Low
3	Disruption to production systems	Medium	Medium	Use Test environment to fully check changes before altering production systems.		Low
4	Staff adaptation to system changes	Medium	Medium	Early engagement, clear communications, training, and support.		Low
5	Budget Overruns due to scope creep	Medium	Medium	Regular financial reporting and contingency allocation.		Low
6	Project Delays	Medium	Medium	Strong project governance, milestone tracking, and escalation processes.		Low
7	Integration failures	Medium	High	Integration testing.		Low
8	Insufficient user testing	Medium	High	Structured UAT plan, unit tests assigned to subject matter experts and champions.		Low

9	Vendor delays or dependency issues	Medium	High	Clearly defined deliverables, timelines, and Sla's in the contract.	Low	
10	Performance issues	Medium	Medium	Performance testing & monitoring.	Low	
11	Unable to modify software	Medium	Low	Investigate other ways of achieving same result.	Low	
12	Loss of key project personnel	Medium	Low	Source an alternate staff resource.	Low	
13	Change of Landscape with LG NZ	Medium	High	Work under current assumption of existing status	Low	
Contracts and variations						
No.	Description	Provider	Original value	Variation value	Status	Comments/Notes/Actions
1	There have been no variations	Civica	\$0.00	\$0.00		

7 Consideration of Urgent Business Items

8 Consideration of Minor Nature Matters

9 Exclusion of the Public

Recommendation

That the public be excluded from—

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

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

10.2 Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 12 May 2026

10.3 Landsborough Road Bridge Power Relocation Works

10.4 Extension of Contract 2494 - Road Maintenance and Renewals

10.5 Contract 2756 Claremont Water Treatment Plant – Cost Fluctuations, and Contract 2787 Claremont WTP Treated Water Reservoir Registration of Interest

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 14 April 2026 Matters dealt with in these minutes: 10.1 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 10 March 2026 10.2 - Contract 2756 Claremont Water Treatment Plant - Design and Build	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 14 April 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 14 April 2026.

10.3 - Claremont Water Treatment Plant Treated Water Reservoir Registration of Interest		
<p>10.2 - Public Excluded Minutes of the Projects and Procurement Committee Meeting held on 12 May 2026</p> <p>Matters dealt with in these minutes:</p> <p>9.1 - Land Transport Procurement Update</p>	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	<p>The public excluded minutes of the meeting held on 12 May 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 12 May 2026.</p>
<p>10.3 - Landsborough Road Bridge Power Relocation Works</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	To protect commercially sensitive information
<p>10.4 - Extension of Contract 2494 - Road Maintenance and Renewals</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	To protect commercially sensitive information
<p>10.5 - Contract 2756 Claremont Water Treatment Plant – Cost Fluctuations, and Contract 2787 Claremont WTP Treated Water Reservoir Registration of Interest</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)(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>To protect commercially sensitive information</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

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

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*Delete if inapplicable.

Note

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

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

10 Public Excluded Reports

11 Readmittance of the Public