



MINUTES

Ordinary Council Meeting Tuesday, 4 February 2025

Ref: 1737878

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 4 February 2025 at 2:00 pm**

Present: Mayor Nigel Bowen (Chairperson), Cllrs Allan Booth, Peter Burt, Gavin Oliver, Sally Parker, Stu Piddington, Stacey Scott, Scott Shannon, Michelle Pye, Owen Jackson

In Attendance: **Community Board Members:** Gaye Broker (Temuka Community Board), Rosie Woods (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Stephen Doran (Group Manager Corporate and Communications), Justin Bagust (Chief Information Officer), Nicole Timney (Manager of Property Services and Client Representative), Andrew Dixon (Group Manager Infrastructure), Ashlea Whyte (Finance Manager), Suzy Ratahi (Land Transport Manager), John Liddiard (Senior Accountant), Steph Forde (Corporate and Strategic Planner), Jessica Kavanaugh (Team Leader Governance)

1 Opening Prayer

David Duthie (Gleniti Baptist Church) conducted the opening prayer.

Clr Sally Parker led the waiata.

2 Apologies

No apologies were received.

3 Public Forum

There were no public forum items.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

Clr Stu Piddington requested- an update on the following items

- Strathallan Corner
- Stadium
- Theatre Royal
- Caroline Bay
- Showgrounds Entrance

6 Declaration of Conflicts of Interest

- Clr Stacey Scott declared a conflict of interest in item 9.3 Appointment of Clr Stacey Scott to Audit and Risk Committee and will sit back from the table during this item.

7 Confirmation of Minutes**7.1 Minutes of the Extraordinary Council Meeting held on 15 November 2024****Resolution 2025/1**

Moved: Clr Peter Burt

Seconded: Clr Michelle Pye

That the Minutes of the Extraordinary Council Meeting held on 15 November 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.2 Minutes of the Council Meeting held on 10 December 2024**Resolution 2025/2**

Moved: Clr Sally Parker

Seconded: Clr Owen Jackson

That the Minutes of the Council Meeting held on 10 December 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Schedules of Functions Attended**8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors****Resolution 2025/3**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That the Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors be received and noted.

Carried

8.2 Schedule of Functions Attended by the Chief Executive

Resolution 2025/4

Moved: Clr Sally Parker

Seconded: Clr Peter Burt

That the Schedule of Functions Attended by the Chief Executive be received and noted.

Carried

9 Reports

9.1 Affixing of the Common Seal

Council considered the report noting the affixing of the Common Seal to an Approval of Warrants of which names have been redacted to protect the privacy of employees.

Resolution 2025/5

Moved: Clr Michelle Pye

Seconded: Deputy Mayor Scott Shannon

That the following warrants have been approved by the Chief Executive and are being reported to the Council for noting:

12 December 2024 – Approval of Warrants

16 December 2024 – Approval of Warrants

20 December 2024 – Approval of Warrants

Carried

9.2 Actions Register Update

The purpose of this report is to provide the Council with an update on the status of the action requests raised by councillors at previous Council meetings.

Budget Reallocation

Discussion included the time taken to complete this action, it is agreed a report to be presented at the 18 February 2025 Commercial and Strategy Meeting.

Subcontracting Across Council

It is agreed a report to be presented at the 04 March Council Meeting.

Underutilised Assets

It is requested for this action to remain on the action register until the Divestment of Property Policy is finalised and a firm understanding from Councillors of what the Council own.

Template for Financial Impact

Remain on the action register.

List of Council Owned Properties

Discussion included the link between this action and the underutilised assets.

Actions agreed for removal

- Social Housing
- List of Council Owned Properties
- Update on Resolution of Environment Canterbury Rates Error including Future Options.

Resolution 2025/6

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That the Council receives and notes the updates to the Actions Register.

Carried

9.3 Appointment of Cllr Stacey Scott to Audit and Risk Committee

Cllr Stacey Scott withdrew from the table for this item.

Mayor Nigel Bowen spoke to the report to formally appoint Councillor Stacey Scott to be a member of the Audit and Risk Committee.

Support was shown by other councillors for the appointment, with her previous attendance and contribution being noted.

Resolution 2025/7

Moved: Deputy Mayor Scott Shannon

Seconded: Cllr Peter Burt

That council appoints Councillor Stacey Scott as a member of the Audit and Risk Committee for the remainder of the triennium.

Carried

9.4 Three Month Provisional Financial Performance Report to 31 December 2024

The Finance Manager spoke to the report to provide the Council with a provisional financial performance update for Quarter 2 of the 2024/25 financial year, 1 October to 31 December 2024.

Noted is the typo in the covering report, point 6 should state a deficit up to 31 December 2024, and point 8 should state an operating expenditure of 65.792 million.

It was confirmed a debt ratio projection can be added to the report. Clarification was sought on the change in the calculation for this ratio which arose after the last audit. Cllrs requested the change in the calculation be provided, additionally, further information on any changes be included in the report.

Discussion included better timing for budgets. Frustrations with the current finance system, reporting tool and the use of the system were expressed. The need to get the timing right for capital projects and the accountability of delivering the projects.

Further discussion included the realistic options and timing of implementing a finance system.

Clarification is sought on the no budget for cemetery land and the Winchester Camp Ground over budget which is confirmed is due to the timing of cash going out, and need to get better at explaining variances. Further clarification was sought on the parking and a historic consent that is no longer required.

It is requested to improve the headings for clarity.

Resolution 2025/8

Moved: Cllr Michelle Pye

Seconded: Cllr Peter Burt

That Council

1. Receives and notes the three-month provisional financial performance report update for the period 1 October to 31 December 2024.
2. Investigate an upgrade or new financial system and report back to the Council at the 04 March 2025 Council Meeting with an estimated cost and timeframes in order for this amount to be included in the Annual Plan 25/26.

Carried

9.5 Presentation of Aorangi Stadium Trust Annual Report 2023/24

The Chief Executive and Senior Accountant spoke to the report for Council to receive and note the Aorangi Stadium Trust's audited Annual Report for the financial year 1 July 2023 – 30 June 2024.

Discussion included the reversals of maintenance provisions and the requirement in the trust deed for any residual funds to go to charitable purposes. It is confirmed the audit process that has taken place on this Annual Report.

Resolution 2025/9

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That Council receives and notes the audited Aorangi Stadium Trust Annual Report for 2023/24.

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters

The following updates were provided;

Strathallan Corner

Discussion was had on the RFP process including the timeframes and the issues that arose. The current status of the project and confirmation of the Concept Design will be presented to the 18 February 2025 Infrastructure Committee meeting for consideration.

Aorangi Stadium

It was confirmed the contractor has completed the Geotech work, the tags in the original contract included the foundations. The design is now being progressed and once it is costed it will be presented to the Council at this stage, it looks to be within budget from the quantity surveyor.

Discussion included the outcome of the Geotech work and findings. The process of the concept design with the inclusion of the Steering Group feedback.

Theatre Royal

It was confirmed the Council has gone to the market for expressions of interest, and the tender evaluation team recommended one which is now signed off. Once the contract is developed the decision will be made if it is within the Chief Executives delegation or be required to be presented to the Tenders and Procurement Committee.

It was advised there have been specialists procured to remove mould and asbestos. Clarification was sought on the councillor's involvement around the process of the appointment prior to it being signed off and the makeup of the evaluation team.

Caroline Bay

The charge of \$20 for overnight parking was applied and 578 payments were made. Highlighted by officers were the lessons learned and the decision not to issue infringement notices in the first year. Concern was raised over the resolution made by elected members and the implementation of the resolution.

Officers noted it was not intended to be a campground and was created under a parking bylaw to be a parking space, and the delegation to the Group Manager Infrastructure and the Chair of the Infrastructure Committee was missed until later in the process. Noted is the Caroline Bay Association had no remit for allowing overnight parking or camping.

It was advised a discussion will be had with the Caroline Bay Association, selected Councillors and officers. The Chief Executive advised the Councillors that CPlay will be vested to the Council and a report will be presented and include the costs of maintenance.

Showgrounds Entrance - State Highway One Beverly Road to Showgrounds

The key point is that this stretch of road is a state highway and decision-making is with the New Zealand Transport Agency (NZTA) and the Council is the facilitator in the matter. It is advised variations are being sought to enable more time for modelling and the second relates to the dirt on site.

Discussion was had on the frustration from the community, and possible timeframes required to get a resolution.

The Land Transport Manager advised the area of the road that is coned off is protecting the water main, which is being replaced in February 2025 and will allow this section to reopen once the work is complete.

It is requested to get NZTA to speak to the councillors.

12 Public Forum Items Requiring Consideration

There were no public forum items.

13 Resolution to Exclude the Public**Resolution 2025/10**

Moved: Mayor Nigel Bowen

Seconded: Cllr Allan Booth

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

13.1 Public Excluded Minutes of the Extraordinary Council Meeting held on 15 November 2024**13.2 Public Excluded Minutes of the Council Meeting held on 10 December 2024****13.3 Land Purchase - 44 Trafalgar Street**

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 at 3.25pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Public Excluded Minutes of the Extraordinary Council Meeting held on 15 November 2024 Matters dealt with in these minutes: 5.1 - Aorangi Stadium Redevelopment Stage 1	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	<p>The public excluded minutes of the meeting held on 15 November 2024 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 15 November 2024.</p>
13.2 - Public Excluded Minutes of the Council Meeting held on 10 December 2024 Matters dealt with in these minutes: 13.1 - Building Consent Authority Reform 13.2 - Divestment of Property Update 13.3 - Appointment of Directors to Timaru District Holdings Limited	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	<p>The public excluded minutes of the meeting held on 10 December 2024 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 December 2024.</p>

13.4 - Appointment of Directors to Venture Timaru Limited 13.5 - Timaru District Holdings Limited and Venture Timaru Limited Director Fees 13.6 - Section 17A Review - Council Social Housing		
13.3 - Land Purchase - 44 Trafalgar Street	s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable Council to carry out commercial or industrial negotiations
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.”

14 Public Excluded Reports

13.1 Public Excluded Minutes of the Extraordinary Council Meeting held on 15 November 2024

5.1 Aorangi Stadium Redevelopment Stage 1

13.2 Public Excluded Minutes of the Council Meeting held on 10 December 2024

13.1 Building Consent Authority Reform

13.2 Divestment of Property Update

13.3 Appointment of Directors to Timaru District Holdings Limited

13.4 Appointment of Directors to Venture Timaru Limited

13.5 Timaru District Holdings Limited and Venture Timaru Limited Director Fees

13.6 Section 17A Review - Council Social Housing

13.3 Land Purchase - 44 Trafalgar Street

15 Readmittance of the Public

Resolution 2025/11

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

That the meeting moves out of Closed Meeting into Open Meeting at 3.58pm.

Carried

The meeting closed at 3.59pm.

Minutes Confirmed 04 March 2025.



.....
Mayor Nigel Bowen
Chairperson