



MINUTES

Ordinary Council Meeting Tuesday, 6 May 2025

Ref: 1757523

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 6 May 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), Jan Finlayson (Geraldine Community Board)

Officers: Nigel Trainor (Chief Executive), Stephen Doran (Group Manager Corporate and Communications), Paul Cooper (Group Manager Environmental Services and Acting Group Manager Community Services), Andrew Dixon (Group Manager Infrastructure), Andrea Rankin (Chief Financial Officer), Nicole Timney (Group Manager Property), Justin Bagust (Chief Information Officer), Paul Haggath (Team Projects Limited), Mike Wrigley (Recreation Facilities Manager), Philip Howe (Museum Director), Samantha Molyneux (Operations Coordinator Community Services), Matt Sisson (Property Projects Officer), Nigel Howarth (Procurement Lead), David Hooke (Projects Officer), Jessica Kavanaugh (Team Leader Governance), Jo Williams (Executive Assistant Infrastructure)

Public: Darel Hall, Barry Crossman, Anne Ellis, Alice Sollis, Chris Thomas

1 Opening Prayer

Michelle Coe (Connect Church) conducted the opening prayer

Cllr Sally Parker led the waiata.

2 Apologies

No apologies were received.

3 Public Forum

Darel Hall (General Manager, Cholmondeley Children's Centre)

Darel Hall presented to the Councillors an update on Cholmondeley Children's Centre, including the vision and background of the centre. Darel thanked the people of the District, volunteers, and donors for their support. The centre takes around 400 children a year and in the last two years, there have been five children from three Timaru District Schools. Darel provided the Councillors with his own personal story of his stay at the Cholmondeley Children's Centre during his youth.

Discussion included the referral process and differences to state care.

Barry Crossman (Resident Claremont Road, Timaru)

Barry Crossman presented the Councillors with a Claremont Road Speed Reduction Petition. Barry provided background on the communication with the Council over the past four years and advised there had been no changes made. Barry is representing 40 households requesting a more suitable speed on the road. The use of the road by school buses, school children, and cyclists is advised, along

with blind corners and an area of concern that has overgrown shrubbery on the corner of Barton Road and Claremont Road. It was requested to install temporary 80km signs until permanent signs can be installed and the shrubbery tidied up.

The Group Manager Infrastructure provided an update on the process of reducing speed, as well as the current Government priorities. It is also confirmed the shrubbery needs to be looked at and addressed.

It is requested that the Group Manager Infrastructure report back on the consultation and possible actions that can be taken for the stretch of road, including the reason there has been no speed reduction in the past and clean-up of the shrubbery. This information is required to be communicated with Barry Crossman.

3.1 Petition Received

Attachments

- 1 Petition for Claremont Road (Redacted)

Anne Ellis (The Secretary, of The Friends of the Theatre Royal Inc.)

Anne Ellis provided the Councillors with the history of The Friends of the Theatre Royal including the purpose of the committee. Anne highlights the highly praised sporting and recreational activities Timaru offers, but it needs to have a venue to attract New Zealand-wide and overseas shows. The importance of the venue to be affordable for local groups and patrons. There is a concern with suggestions published in the Timaru Herald to reduce in size of the foyers leading to the circle and stalls along with the toilet extensions. It is requested that before such changes are made to consult with the interested stakeholders. The opportunity for fundraising was also mentioned.

Alice Sollis (Resident and member of the Theatre community)

Alice Sollis spoke to the Councillors and provided her previous experience in the Theatre Royal, along with her experience in many other theatres and productions around New Zealand. Alice agreed with Anne on the North extension and the crucial design elements to reduce queuing times, and additional hospitality and advised this expansion will create more toilets and better access. The different types of shows and uses for the Theatre were highlighted along with the last maintenance spend in 1993.

The Councillors acknowledged the passion and frustration around the project.

Chris Thomas (Resident and member of the Theatre community)

Chris Thomas advised the councillors against cutting back on the essential features of the Theatre and the importance of future-proofing. Chris also advised the Councillors of various fundraising ideas and opportunities.

The Councillors expressed their support for fundraising and the benefits of this.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Showgrounds and the culvert
- Caroline Bay Master Plan
- Regional Deals Infrastructure Fund / Airport extension

6 Declaration of Conflicts of Interest

- Mayor Nigel Bowen declared he would abstain from item 9.1, and confirmed the Councillors' support for him to chair that item only.

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 1 April 2025

Resolution 2025/45

Moved: Cllr Peter Burt

Seconded: Cllr Sally Parker

That the Minutes of the Council Meeting held on 1 April 2025 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 Extraordinary Council Meeting held on 15 April 2025

Resolution 2025/46

Moved: Cllr Scott Shannon

Seconded: Cllr Peter Burt

That the Minutes of the Extraordinary Council Meeting held on 15 April 2025 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 2025/47

Moved: Cllr Allan Booth

Seconded: Cllr Gavin Oliver

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 2025/48

Moved: Mayor Nigel Bowen

Seconded: Cllr Stacey Scott

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

Carried

9 Reports

9.1 Theatre Royal and Museum Project

The Acting Group Manager Community Services and the Project Director spoke to the report to seek Council approval to proceed with the Theatre Royal and Museum Redevelopment Project, update Council on progress and design development since the 31 October 2024 resolutions, to seek approval to progress the design and construction of the theatre and laneway, in line with the concept design report presented in Attachment 1 and the cost breakdown appended as Attachment 3, to seek approval to progress the design and construction of the museum in parallel with the theatre and laneway, to maximise and realise the opportunities and cost benefits of progressing the development as a cohesive precinct that has many common and shared facilities and to reaffirm the conditions attached to the secured Government Ministry of Business Innovation and Employment funding and to assure continued adherence to these conditions.

The process and timeframe for obtaining the funding from the Ministry of Business Innovation Employment (MBIE) and the contingency of 20% were discussed.

The expanded concept design and the process of the Museum project were clarified. This included the clarification that this is one project but it has a staged approach due to the MBIE funding. There was discussion on the deadline given by MBIE for the completion of the project, along with the commitment for the Museum, and professional fees for the project. There was clarification on the roof repairs on the theatre which is from insurance.

Discussion was had on the previous resolution 2024/79, however the Chief Executive highlighted the delay this could create as that resolution delegation does not allow for any contingency. Along with the upper and lower laneways and the uses and costings of these laneways.

It is noted that the Councillors have made it clear they want this project delivered for under \$24 million to get the best value for the ratepayer.

Cllr Gavin Oliver spoke against the resolution due to the past decisions made regarding building a new Theatre, which he believes would be greater value for money.

Cllr Stacey Scott and Cllr Stu Piddington spoke against the resolution due to not feeling comfortable with the delegation to the Chief Executive of \$24 million not being included in this resolution.

Resolution 2025/49

Moved: Cllr Scott Shannon

Seconded: Cllr Owen Jackson

1. That Council approves the project to proceed based on the proposed design and construction programme and cost estimates for the theatre, laneway and museum.
2. That Council reaffirms the total approved budget for the combined theatre and museum project, comprising \$29.2m for the theatre and \$15m for the museum, plus \$3m for museum fitout, to be raised through fundraising.

In Favour: Cllrs Allan Booth, Peter Burt, Sally Parker, Scott Shannon, Michelle Pye and Owen Jackson

Against: Cllrs Gavin Oliver, Stu Piddington and Stacey Scott

Abstained: Mayor Nigel Bowen

Carried 6/3

9.2 Aorangi Stadium Project

At 3:37 pm, Cllr Peter Burt left the meeting.

The Acting Group Manager Community Services and the Project Director spoke to the report to seek to inform the Council of progress since the November meeting and to demonstrate how all the requirements of the Extraordinary Council Meeting of 15 November 2024 resolution have now been achieved, including delivery of the full scope within the approved budget, seek Council endorsement of the negotiated design and scope (refer Attachment 3), comprising the TEL submission of April 2025, plus Timaru District Council (TDC) direct works to be delivered in parallel with the TEL contract, and as identified in the Cost Estimate in Attachment 2, seek approval to engage Thompson Engineering Ltd (TEL) to deliver the revised Aorangi Stadium Redevelopment design. Financial details of the contract are detailed in Attachment 2 and seek to inform the Council of the proposed construction sequencing and phasing, which shows the existing stadium upgrade to be complete by December 2025, and the full project scope by April 2027.

At 3:39 pm, Cllr Peter Burt returned to the meeting.

Noted was an apology to the user groups of the stadium who had not been informed about the 12-week closure period.

Mayor Bowen declared a conflict as a member of the South Island Master Games, it was advised they would work around the same model Netball take.

Clarification was sought on the traffic flow in the new design, the cost of items to be procured by Timaru District Council external to the main contract, and the location and availability of public toilets.

Discussion included the Legacy Aorangi Stadium Trust Funding and councillors' understanding if this was inside or outside of the budget allocated to the project. The impact of the contingency if this funding is included in the approved delegated budget.

It is advised by officers that this contract is a design and build contract with the majority of risk put onto the contractor. Background on the trust was provided, including reasons for deferring the maintenance. It was also clarified that the Timaru District Council will help to accommodate displaced users of the stadium at CBay.

Further discussion included the different approaches to showing different funding avenues within this project and the Theatre Project. A clarification on the indicated annual rates contribution and operating model and what it includes.

Clr Michelle Pye spoke against the resolution due to the different approaches to the Theatre project and the Stadium project.

Resolution 2025/50

Moved: Clr Stu Piddington

Seconded: Clr Peter Burt

1. That Council accept the negotiated and revised design and price submitted by Thompson Engineering Ltd. (TEL) (April 2025), and that Council approves the formal engagement of TEL under a Design and Build Contract at a sum of \$22,694,337 to deliver the Aorangi Stadium upgrade and expansion, and the left over money from the maintenance budget of the Stadium Trust that came back to Council (\$567,659) should be included above the delegated budget.
2. That Council agrees to the proposed construction programme and sequencing, which targets completion of the existing stadium upgrade by Dec 2025, and full completion of the project by Apr 2027.

In Favour: Clrs Allan Booth, Peter Burt, Gavin Oliver, Sally Parker, Stu Piddington, Scott Shannon and Owen Jackson

Against: Mayor Nigel Bowen, Clrs Stacey Scott and Michelle Pye

Carried 7/3

Meeting adjourned at 4.00pm

Reconvened at 4.10pm

9.3 Local Water Done Well - Selection of Preferred Option for Consultation

The Group Manager Corporate and Communications, Group Manager Infrastructure and Drainage, and Water Manager spoke to the report for the Council to select the preferred option for water services delivery to public consultation in accordance with the relevant sections of the Local Government (Water Services Preliminary Arrangements) Act 2024.

It is advised that Waimate District Council has recommended the preferred consultation option be in-house, and Mackenzie District Council has recommended the preferred consultation option is a Joint CCO. It is noted the base consultation document will be the same for each of the Councils.

Discussion included the importance of wording in the Consultation Document, including keeping it simple, short, and specific about the impact. Along with the Councillor's engagement with residents on the options. The inclusion of Waimate in the consultation document when they have a different preferred option and clarity of this within the community. It is agreed the wording could be amended to South Canterbury Joint Council Controlled Water Services Organisation.

Changes to wording in the consultation document from Councillors will be sent to officers directly.

Resolution 2025/51

Moved: Mayor Nigel Bowen

Seconded: Cllr Allan Booth

That the Council:

1. Notes the resolution of 4 March 2025 to agree to rely on the alternative requirements for decision-making and consultation set out in sections 61 to 64 of the Local Government (Water Services Preliminary Arrangements) Act 2024 in accordance with section 58(a)(i).
2. Notes the attached options analysis paper and modelling attached to this report.
3. Agrees to take a Joint Council Controlled Water Services Organisation, as the preferred option for public consultation from 15 May 2025.
4. Agrees to provide information on alternative options of an individual Council Controlled Water Services Organisation and a 'ring fenced' in-house model.
5. Notes the Draft Consultation document attached under separate cover and delegates to the chair Infrastructure Committee and Mayor for final sign off.
6. Notes that the final decision on the approach taken as part of the production of the Water Services Plan will be made by council following public consultation.

Carried

9.4 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 2025/52

Moved: Cllr Sally Parker

Seconded: Cllr Allan Booth

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

02 April 2025 – Approval of Warrants

02 April 2025 – Approval of Warrants

02 April 2025 – Approval of Warrants

08 April 2025 – Approval of Warrants

Carried

9.5 Release of Public Excluded Items

The purpose of this report is to provide the Council with an updated status of Public Excluded items released to the public.

Resolution 2025/53

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That the Council notes the following public excluded items have been released to the public;

1. Council – Item 13.3 Recommendation from Extraordinary Directors and Trustees Appointment Subcommittee meeting 28 November 2023
2. Council Workshop - LTP Presentation Draft Budget 30 January 2024
3. Council – Item 5.1 Agreement for Sale and Purchase of Meadows Road Properties 19 March 2024

Carried

9.6 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.

Discussion was had on the below actions;

Budget Reallocation Trial

It is agreed this action is not complete and to remain on the register as the May update is not the solution.

Investigate Subcontracting Across Council

It is agreed this action is not complete, Councillors are waiting for further information on Street Sweeping relative to current contracts, processes, and potential penalties.

Vertical Infrastructure Maintenance Report (Quarterly)

It is advised the commentary in the action is not what the councillors have requested. It is advised they want an update of vertical assets that do not have maintenance programmes, and what should be in budgets to maintain the buildings.

Investigate Financial System

The Chief Finance Officer provided an update on the experiences had from the visit to Palmerston North. It is confirmed IT can move information from one system to another, and potential issues another Council has had with the MagiQ System. The importance of the Chart of Accounts and Procure to pay system.

Workshop on Waste

It is agreed this item is to remain on the action register, there were further actions that came from the workshop, and officers will update the action to provide the information requested.

It is agreed to remove

- Underutilised Assets
- Template for Financial Impact

Resolution 2025/54

Moved: Cllr Scott Shannon

Seconded: Cllr Peter Burt

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

Carried

9.7 Brouchs Gully - Proposed Revocation of Local Purpose Reserve (Road) Status

The Group Manager Infrastructure spoke to the report to obtain a resolution from the Council, in accordance with Section 24(1)(b) of the Reserves Act 1977, to seek revocation of the reservation status of the land parcels identified within and adjacent to the Brouchs Gully Subdivision, in order to enable a land exchange with the developer which will facilitate sufficient and appropriate vehicle access for the same subdivision.

The legal process is clarified.

Resolution 2025/55

Moved: Clr Stu Piddington

Seconded: Clr Allan Booth

1. That the Council resolve to seek revocation of the reservation status of the relevant land parcels identified within and adjacent to the Brouchs Gully Subdivision, in accordance with Section 24(1)(b) of the Reserves Act 1977.
2. Approves in principle, subject to reserve revocation approval, a land exchange with the adjoining private land which will facilitate sufficient and appropriate vehicle access for the subdivision proposal in accordance with the Brouchs Gully Outline Development Plan.

Carried

9.8 Acquisition of Land for Future Extension of Waste Water Treatment Ponds

The Group Manager Infrastructure and Drainage and Water Manager spoke to the report to seek Council approval to undertake a land swap with a neighbouring property owner to allow land to be acquired and disposed of.

Discussion included the future requirements, with clarification this piece of land will be sufficient along with the land on the other side of the road.

It is confirmed this acquisition is within the capital programme including the subdivision fees. There was discussion on the corner splay.

Resolution 2025/56

Moved: Clr Michelle Pye

Seconded: Clr Stu Piddington

1. That Council approves the proposed transfer of land at Section 2 Meadows Sett and exchange of Land within Lot 3 DP 432561.
2. That Council agree that the proposed land exchange transfer price be cost neutral.
3. That Council delegate authority to the Chief Executive to execute relevant documents to give effect to the land transfers.

Carried

9.9 Kathmandu Public Carpark

The Group Manager Infrastructure spoke to the report to update on what Timaru District Council are paying for the public parking on the roof deck above Kathmandu.

Discussion included the cost for resurfacing, a legal update on the implications of the lease agreement not being signed, and the future ability to charge for parking.

Resolution 2025/57

Moved: Cllr Sally Parker

Seconded: Cllr Owen Jackson

That the Council receive the Kathmandu Public car park report and this Action Register item is closed.

Carried

9.10 Annual Plan 2024/25 Nine Month Financial Reforecast Update

The Chief Finance Officer spoke to the report to update Council on the nine month financial forecast compared with the Annual Plan 2024/25 budget (Year One of the 2024-34 Long Term Plan (LTP)). It is confirmed the March financials will be circulated once it is reviewed.

The councillors congratulated officers for the continued effort to find operational savings. It is encouraged for the next report to ensure the variance explanations make sense.

Clarification was sought on the expenditure in other minor categories,

It was highlighted the importance for the community to step up and use email addresses for Council correspondence due to the cost of postage.

Resolution 2025/58

Moved: Cllr Sally Parker

Seconded: Cllr Gavin Oliver

That Council receive and note the 2024/25 nine month Financial Reforecast Update to 31 March 2025.

Carried

9.11 Council Investments and Borrowing

The Chief Financial Officer spoke to the report to update Council on the status of Council's treasury activities at 31 March 2025.

Discussion included the total cash investments of the council and the Council's Financial Strategy.

Resolution 2025/59

Moved: Cllr Peter Burt

Seconded: Cllr Allan Booth

That Council receives and notes the quarterly Council Investments and Borrowing report.

Carried**10 Consideration of Urgent Business Items**

No items of urgent business were received.

11 Consideration of Minor Nature Matters*Showgrounds Culvert*

The Legal Services Manager advised the Council on the sequence of events based on the Resource Consent. It is confirmed that stage two is not able to begin until the first step of the engineering design for the intersection has been signed off. The financial liability to the Timaru District Council is advised.

Caroline Bay Master Plan

Clr Stacey Scott raised with the Council the completion of the Caroline Bay Master Plan, but highlighted this has not gone out to the community or been made available to Venture Timaru who has it in their Statement of Intent for implementation.

Group Manager Infrastructure advised the plan has been developed and produced, which was completed by CityTown and passed over to the Parks Unit which is where it is currently sitting. It is confirmed that there is a commitment to circulate the document for councillors to discuss.

Regional Deals Infrastructure Fund / Airport Extension

Clr Stacey Scott wanted clarification on who sits in the room to advocate for the Timaru District Council. Mayor Nigel Bowen provided a verbal update on the next steps to further the work across the Canterbury Region.

It is asked if the airport runway extension has been submitted to the Regional Infrastructure Fund. The Group Manager Infrastructure advised a high-level designs, and detailed costings to frame up a business case. It is confirmed a business case and application will be completed. It is queried how much longer the runway would be and the cost, there is confirmation this will be distributed to Councillors.

12 Public Forum Items Requiring Consideration*Theatre Fundraising*

Mayor Nigel Bowen advised he will follow up with Chris Thomas.

Claremont Road Petition

It is advised to include the speed reduction and shrubbery cleanup on the Infrastructure Action Register. It will be checked that the shrubbery is on Timaru District Council land.

At 5:19 pm, Clr Owen Jackson left the meeting.

13 Resolution to Exclude the Public**Resolution 2025/60**

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

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

13.1 Public Excluded Minutes of the Council Meeting held on 1 April 2025

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 5.22pm:

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 Council Meeting held on 1 April 2025 Matters dealt with in these minutes: 12.1 - Public Excluded Minutes of the Extraordinary Council Meeting held on 4 March 2025 12.2 - Building Control - Section 17A Review 12.3 - Property Divestment Quarterly Report 12.4 - Southern Water Done Well Progression	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	<p>The public excluded minutes of the meeting held on 1 April 2025 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 1 April 2025.</p>

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 Council Meeting held on 1 April 2025

12.1 Public Excluded Minutes of the Extraordinary Council Meeting held on 4 March 2025

12.2 Building Control - Section 17A Review

12.3 Property Divestment Quarterly Report

12.4 Southern Water Done Well Progression

15 Readmittance of the Public

Resolution 2025/61

Moved: Mayor Nigel Bowen

Seconded: Cllr Sally Parker

That the meeting moves out of Closed Meeting into Open Meeting 5.28pm.

Carried

The meeting closed at 5.29pm.

Minutes confirmed 03 June 2025.



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Mayor Nigel Bowen
Chairperson