



AGENDA

Infrastructure Committee Meeting Tuesday, 18 February 2025

Date Tuesday, 18 February 2025

Time Following Environmental Services Committee

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

File Reference 1740729

Timaru District Council

Notice is hereby given that a meeting of the Infrastructure Committee will be held in the Council Chamber, Timaru District Council Building, 2 King George Place, Timaru, on Tuesday 18 February 2025, at the conclusion of the Environmental Services Committee meeting.

Infrastructure Committee Members

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

Quorum – no less than 5 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.

Andrew Dixon
Group Manager Infrastructure

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- 1 Apologies**
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- 3 Identification of Items of Urgent Business**
- 4 Identification of Matters of a Minor Nature**
- 5 Declaration of Conflicts of Interest**
- 6 Chairperson's Report**

7 Confirmation of Minutes

7.1 Minutes of the Infrastructure Committee Meeting held on 19 November 2024

Author: Jessica Kavanaugh, Team Leader Governance

Recommendation

That the Minutes of the Infrastructure Committee Meeting held on 19 November 2024 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 Infrastructure Committee Meeting held on 19 November 2024**



MINUTES

Infrastructure Committee Meeting Tuesday, 19 November 2024

Ref: 1740729

**Minutes of Timaru District Council
Infrastructure Committee Meeting
Held in the Council Chamber, Timaru District Council Building, 2 King George Place, Timaru
on Tuesday, 19 November 2024 Following Environmental Services Committee**

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

In Attendance: Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Nicole Timney (Group Manager Property), Beth Stewart (Group Manager Community Services), Andrea McAlister (Acting Group Manager People & Capability), Steph Forde (Corporate and Strategic Planner), Stephen Doran (Group Manager Corporate and Communication), Brendan Madley (Senior Policy Advisor), Stephen Compton (Minutes)

1 Apologies

1.1 Apologies Received

Resolution 2024/50

Moved: Clr Sally Parker

Seconded: Clr Allan Booth

That the apology of Mayor Nigel Bowen be received and accepted.

Carried

2 Public Forum

There were no public forum items.

3 Identification of Items of Urgent Business

No items of urgent business were received.

4 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

5 Declaration of Conflicts of Interest

No conflicts of interest were declared.

6 Chairperson's Report

6.1 Presentation of Chairperson's Report

Since the last meeting the Chair of the Infrastructure Committee reported that they had had the following engagements:

- Tenders and Procurement
- Citizenship Ceremony
- Council Meeting
- Workshops
- Report briefing with Group Manager Infrastructure.

Resolution 2024/51

Moved: Clr Sally Parker

Seconded: Clr Peter Burt

That the Infrastructure Committee receive and note this report

Carried

7 Confirmation of Minutes

7.1 Minutes of the Infrastructure Committee Meeting held on 8 October 2024

Resolution 2024/52

Moved: Chairperson Sally Parker

Seconded: Clr Michelle Pye

That the Minutes of the Infrastructure Committee Meeting held on 8 October 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Reports

8.1 Actions Register Update

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

The report was presented by the Group Manager Infrastructure who invited questions.

A query was made around the nature of the objection detailed in the action plan. It was noted that the complaints were of a minor nature, noise, dust, health and safety, and we don't believe the complaints have merit, and they expect a positive outcome.

Resolution 2024/53

Moved: Deputy Chairperson Gavin Oliver

Seconded: Clr Stacey Scott

That the Infrastructure Committee receives and notes the updates to the Actions Register.

Carried

8.2 Temporary Road Closure applications - Section 342 and Schedule 10, Clause 11(e) LGA 1974

- 1 The purpose of this report is to seek the Committee's approval of temporary road closure application(s), as per Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.

The report was presented by the Land Transport Manager, who noted that they were heading into the busy season for road closures, and there were two new things to note (numbers 11 and 13), which are subject legislative requirements to be able to charge, which has to be approved by Councillors.

Further noted that they are still on track to be able to provide funds and are on budget and a lot of things happening in the community

Also noted that the Land Transport Unit (LTU) has done a submission into the grants policy, including the allocation of the temporary traffic management to go through that process, which does add a bit more of a process for organisers but confirms that it is for community benefit

There was discussion over the ability to bring the costs down for repeat events, but it was noted that the level of risk can change from year to year and officers need to confirm the plan is fit for purpose.

Thanks was expressed for the improvement to the table layout.

Resolution 2024/54

Moved: Clr Sally Parker

Seconded: Deputy Chairperson Gavin Oliver

That the Infrastructure Committee:

1. Approves temporary closure of Stafford Street (Port Loop Road to George Street), Church Street (Stafford Street to Sophia Street) & Strathallan Street (Stafford Street to the Terrace) for the Twilight Night Market on 22 November 2024 4pm to 10pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
2. Approves traffic management for the Twilight Night Market be funded from the Land Transport Community Events and Programmes budget.
3. Approves temporary closure of King Street, Temuka (Wood Street to Domain Avenue) for the Temuka Christmas Parade on 29 November 2024 from 5pm to 9pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.

4. Approves traffic management for the Temuka Christmas Parade be funded from the Land Transport Community Events and Programmes budget.
5. Approves temporary closure of Barnard Street, Woolcombe Street, North Street (Latter Street to Stafford Street), Stafford Street (Heaton Street to Port Loop Road), George Street (Sophia Street to Strathallan Street), Cains Terrace, Beswick Street, Church Street (Sophia Street to Stafford Street), Cannon Street, Port Loop Road (Stafford Street to Marine Parade) and Marine Parade for the Timaru Christmas Parade on 1 December 2024 from 1pm to 3.30pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
6. Approves traffic management for the Timaru Christmas Parade be funded from the Land Transport Community Events and Programmes budget.
7. Approves traffic management for the Pleasant Point Christmas Procession be funded from the Land Transport Community Events and Programmes budget.
8. Approves temporary closure of Port Loop Road (Marine Parade to Stafford Street), Stafford Street (Port Loop Road to Woolcombe Street), Beswick Street, Cains Terrace, Woolcombe Street (Stafford Street to Latter Street), Barnard Street (North Street to George Street), George Street (Sophia Street to Station Street), Church Street (Sophia Street to Stafford Street), Canon Street, Sophia Street (Canon Street to Church Street), King Street – Temuka (Wood Street to Commerce Street), Commerce Street – Temuka (Hally Terrace to Vine Street/State Highway One) for the Caroline Bay Rock and Hop Cruise 2025 on 14 March 2025 from 5.30pm to 8pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
9. Approves traffic management for the Caroline Bay Rock and Hop Cruise be funded from the Land Transport Community Events and Programmes budget.
10. Approves temporary closure of Claremont Road (Brockley Road to Landsborough Road) for the Cycling New Zealand Elite Road Cycling Championships on 6 February, 7 February and 8 February 2025 from 8am to 5pm daily under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
11. Approves Cycling New Zealand to charge an entry fee for the Cycling New Zealand Elite Road Cycling Championships under Schedule 10, Clause 11B of the Local Government Act 1974.
12. Approves temporary closure of Sophia Street (Bank Street to King George Place), King George Place (Sophia Street to Latter Street), Perth Street, Church Street (Perth Street to Bank Street) and Bank Street (Church Street to Sophia Street) for the Timaru Street Criterium on 26 December 2024 from 4pm to 10pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
13. Approves Cycling New Zealand to charge an entry fee for the Timaru Street Criterium under Schedule 10, Clause 11B of the Local Government Act 1974.
14. Approves temporary closure of Burden Road, Woodbury (Woodbury Road to Church Street) for the Streetfood@Woodbury International Night Food Market event on 4 January 2025 from 5pm to 9pm under Section 342 and Schedule 10, Clause 11B(e) of the Local Government Act 1974.
15. Approves traffic management for Streetfood@Woodbury International Night to be funded from the Community Events and Programmes budget.

16. Approves temporary closure of Hadlow Road (Gleniti Road to Brockley Road) for the Hadlow to Harbour 2025 on 2 March 2025 from 8am to 10.30am under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
17. Approves traffic management for the Hadlow to Harbour 2025 to be funded from the Community Events and Programmes budget.
18. Approves Timaru North Rotary to charge an entry fee for the Hadlow to Harbour 2025 event under Schedule 10, Clause 11B of the Local Government Act 1974.

Carried

8.3 Impact of Smithfield closure on water revenue

To provide the Infrastructure Committee information on the financial impact of the closure of the Smithfield meat processing facility on the Council waters activity.

The report was presented by the Group Manager Infrastructure and the Drainage and Water Manager.

The loss of revenue of \$1.7m was noted, and that it would be a significant challenge to reduce expenditure by that equivalent, noting that of the costs, about 20% of the total budget are controllable and there is not much room with them either (e.g. power and chemicals), which left few options to consider. Noted that they could reduce maintenance which was not recommended.

Further noted that the only savings would be on pumping costs (around \$900K), and also noted that this year they are operating for a further 6 months, it is not a full year's worth of lost revenue at this stage.

The Chief Executive noted that they are soon to be commencing our annual plan, which will add to the process of going through the financial banding to get closer to break even, and bring the rate demand on our ratepayers. This comes into the planning process and noted that it would need to be across the whole council

Noted that to cover the loss of revenue from sewage charges, the rate increase would need to be 9% alone and water would be 3.7% equivalent

It was also noted that ceasing maintenance would have flow down effects on other areas e.g LTU would have a lot higher maintenance costs

There was a request for confirmation that an increase of \$500,000 was 1% of rates, it was noted that it is now \$840,000.

There was general discussion around need to balance costs and service, and overheads including finance, payroll, HR, IT etc and decommissioning costs. It was noted that the ideal scenario would be another wet industry moving onto the site, and it has consented water.

A request was made for Venture Timaru (VT) to be involved in promoting the site

Noted that other consents will drop off and will need to be renewed (smoke, noise etc) from ECan, but also that the consents & a new site can be moved to Washdyke as the infrastructure has that flexibility with multiple connection points

Resolution 2024/55

Moved: Clr Stu Piddington

Seconded: Clr Owen Jackson

1. That the Infrastructure Committee acknowledge the Smithfield revenue loss and a likely financial year end deficit for Timaru Water and Sewer activities.
2. That the Infrastructure Committee request Venture Timaru to actively promote the site for new industry

Carried

8.3 Local Water Done Well - Overview and Update

The purpose of this report is to Present an overview and update on Local Water Done Well reforms, in accordance with the coalition Government's water services reform programme, and;

Seek agreement from the Infrastructure Committee on:

- The internal plan for reform response
- The future service delivery model options to be explored
- Considerations for service delivery model options assessment
- The public consultation procedure to be used
- Elected Member nominees for Steering Group representation.

The Chief Executive noted that this was the first discussion around this topic, and that the Council were working as a team to come up with a proposal in the future, and they are working with Waitaki (who may go alone in the short term), Waimate and Mckenzie District Councils and a further meeting was due on the 9th December.

The Group Manager Infrastructure spoke to the report and noted that the Government has introduced a Water reform, and part of that reform is that Council must produce a water delivery plan by September 2025, and Officers are seeking guidance from Councillors around the scope

He also noted that the current assets are in reasonable order and noted that TDC is financially stable

The report outlined the four initial options:

- 1.1.1 Remaining inhouse with strict ring-fencing, no cross subsidisation going on
- 1.1.2 Council Controlled Organisation (CCO) for just Timaru (Which the Department for Internal Affairs (DIA) has agreed is big enough to support this option)
- 1.1.3 A CCO with neighbours
- 1.1.4 A consumer trust, which could be 100% running the Waters or a shareholding (similar to the Alpine Energy situation), but this is not recommended

The other thing to consider is consultation, and again officers are looking for guidance to:

- A formal Local Government Act's special governance procedure, which presents all options, all pros and cons in detail

- Or a Fast-track (Government Approved) with a preferred and perhaps an alternative option with only those being put forward for consultation

Group Manager Infrastructure noted that a decision on the consultation process will need to be made today as it will drive what the water service delivery plan inputs are.

He also noted that this is a “lift & shift” of control of water out of Council into another entity which would leave some stranded overheads left behind, but the debt would also be moved, freeing up debt capacity, but revenue drops too, so there are pros and cons to each option, and further noted that the Commerce Commission will have a lot more scrutiny, looking at maximum and minimum pricing

He further noted that Timaru Water charges are relatively low compared to the rest of the country.

It was noted that the Consumer Trust option does not have the same access to funding through debt as the CCOs (Singular or joint)

The Chief Executive noted that the 4th option is about governance, and Councillors need to decide who is best to look after the Local water services? If Elected members, then it would be option 1 which would lead to more scrutiny from the regulator. If the decision was to use Appointed Directors, at arms-length, then it would be options 2 or 3, and noted that direction appears to be towards these, and that would appear to be the way to go.

Further noted that there was a growing view from the Ministry of Business Innovation and Employment (MBIE) that they do not want 72 CCOs, so seem to be expecting local Councils to work with neighbours.

Further noted that looking in light of the Long Term Plan (LTP), we are under the 500% cap, and we are under our cap if it was to go to the CCO, but there is the loss of revenue to consider. Once we get the modelling and numbers done, we can bring those back, but it is good to have the discussion now on which options are to be worked up and what we are to put the most effort into

GM Infrastructure noted that assets remain under community ownership in all options, and this is \$1.5B worth of assets transferring over.

Discussion included the methods of regulation and price setting, timeframes and level of engagement from neighbouring councils, and concerns of councils that they would be losing control of their assets under a cooperative model. It was noted that Ashburton had decided to go alone on this.

Further discussion was had on debt levels, makeup of the steering group and the required skills within it.

Resolution 2024/56

Moved: Clr Stacey Scott

Seconded: Clr Peter Burt

That the Infrastructure Committee:

1. 1. Notes the overview and update on Local Water Done Well, the coalition Government’s water services reform programme (Attachments 1 and 2).
2. Agrees that three delivery model options to be explored for the Timaru District:
 - In-house service delivery
 - Council-controlled organisation

- Joint-owned CCO (partnership with other neighbouring Councils subject to agreement by them)
3. Agrees the considerations for options assessment:
 - Impact on revenue and expenses
 - Impact on debt and borrowing capacity
 - Impact on consumers e.g. % change in water charges
 - Impact of increased economic regulation
 - Impact on Council's asset portfolio, land holdings and related operations (including potential for stranded assets, stranded overheads, and dependencies on inputs from other Council Units)
 - Impact of transition - including impact on/disruption to operations
 - Impact on Council's risk profile
 4. Endorses next steps/project plan for response to the reform programme including use of the consultation procedure outlined in the Local Government (Water Services Preliminary Arrangements) Act 2024.
 5. "Committee Delegates Authority to the Local Water done Well Steering Group to engage External Expertise as they deem necessary"

Carried

9 Consideration of Urgent Business Items

There were no items of Urgent Business.

10 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

11 Public Forum Items Requiring Consideration

There were no Public Forum Items requiring consideration

The Meeting closed at 11.36am.

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Chairperson

8 Reports

8.1 Actions Register Update

Author: Jessica Kavanaugh, Team Leader Governance

Authoriser: Stephen Doran, Group Manager Corporate and Communications

Recommendation

That the Infrastructure Committee receives and notes the updates to the Actions Register.

Purpose of Report

- 1 The purpose of this report is to provide the Infrastructure 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 Infrastructure Committee on the progress of each item.
- 4 There is currently one item on the actions register, and is marked as ongoing.

Attachments

1. **Infrastructure Services Actions Required** [↓](#) 

Information Requested from Councillors (Infrastructure Committee)

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

Information Requested	Update on Peel Forest Landfill		
Date Raised:	08 August 2023	Status:	Ongoing
Issue Owner	Group Manager Infrastructure	Completed Date:	
<p>Background: The Councillors requested an update on the work at the Peel Forest Landfill.</p> <p>Update: LINZ approval has been granted, and now ECan consent process is ongoing (oral update on timeframe to be provided at the meeting).</p> <p>February 2024 Update: Liaison continues with Aoraki Environmental Consultants. Consent application is almost complete for lodging and work is now commencing on the preparation of tender documentation.</p> <p>March 2024 Update: Report being presented to Infrastructure Committee following requests at last meeting. Consent application is ready to be filed.</p> <p>April 2024 Update: Consents are due to be lodged and work is underway preparing tender documentation. The next funding round for the Ministry for the Environment Contaminated Sites Remediation Fund is late September and we are investigating to see if we are eligible to apply for this. The breakdown of costs to provide clarity to the committee is underway.</p> <p>June 2024 Update: Consent applications have now been lodged and tender documentation is being prepared. Investigation into the Ministry for the Environment Contaminated Sites Remediation Fund continues. The cost breakdown was emailed to Councillors on 2 May 2024.</p> <p>July 2024 Update: Further requests for information were received for the consents and these have been responded to. Application for the Ministry for the Environment Contaminated Sites Remediation Fund which we are seeking to be considered as a priority outside of the usual funding rounds has been submitted. Looking to proceed to expression of interest process for works once funding has been confirmed, this will provide opportunity to contractors to understand the project and obtain necessary pre-qualifications so they are eligible to tender.</p> <p>August 2024 Update: A commissioner’s decision has determined that Council is now required to obtain a land use consent for the refuse removal. This will be a limited notification application with owners of Dennistoun Road properties. This is in addition to the Environment Canterbury consent.</p> <p>October 2024 Update: There have been 2 submissions received in relation to the TDC consent and we are awaiting the close date of Environment Canterbury’s limited notification to see if any submissions have been made. The two applications will be managed together so if required there will only be one hearing. We</p>			

are awaiting notice from the Ministry for the Environment in relation to the funding application which we anticipate will be soon. With the consents getting close we are now able to proceed with registration of interest for the work in the coming weeks.

November 2024 Update: Funding has been confirmed from the Ministry for the Environment's Contaminated Sites and Vulnerable Landfills Fund for 50% of the works up to \$6.055M, the deed to secure the funding, commits Council to carrying out the remediation and sets out the work programme including specific milestones that need to be achieved and a process for any levy waiver to be factored into overall funding. The deed is currently being finalised and will be signed by the Chief Executive by the end of November. A pre-hearing conference was held with a submitter to discuss concerns regarding the consents and try to resolve prior to hearing, to date we are still in discussions. A hearing date has been tentatively booked for 9 December. The registration of interest process which included a compulsory site visit is complete and tender documentation is due to be issued in early December. Tenders will close in the New Year. It is anticipated that the contractor will be establishing the site in early March.

February 2025 Update: The deed for the funding from MfE has now been executed. The Timaru District Council consent was granted on 8 January and the Environment Canterbury Consents were granted on 16 January following the hearing on 9 December. Tenders closed on 12 February and the evaluation panel are working through the process to appoint a contractor for the works. A report will be presented to the Tenders and Procurement meeting on 4 March 2025.

8.2 Temporary Road Closure applications - Section 342 and Schedule 10, Clause 11(e) LGA 1974

Author: Susannah Ratahi, Land Transport Manager
Katie Ryan, Transport Community Engagement Advisor

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

That the Infrastructure Committee:

- Approves temporary closure of Centennial Park Scenic Drive for the Lovelock Memorial Fun Run 2025 on 15 March 2025 from 6:00 am to 1:00pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
- Approves Run Timaru to charge a \$2 to \$50 entry fee for this event under Schedule 10, Clause 11B of the Local Government Act 1974.
- Approves traffic management for The Lovelock Memorial Fun Run 2025 to be funded from the Community Events and Programmes budget.

Purpose of Report

- 1 The purpose of this report is to seek the Committee's approval of temporary road closure application(s), as per Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.

Assessment of Significance

- 2 This matter is deemed to be of low significance under Council's Significance and Engagement Policy as the process is in accordance with legislation and Council policies. However, it should be acknowledged that due to the nature of, and volumes of visitors expected at, the event(s) proposed, there is likely to be community interest.

Background

- 3 Under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974 Council (or a Committee of the whole) may close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic) for a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function. This is provided that no road may be closed for these purposes if that closure would, in the opinion of the council, be likely to impede traffic unreasonably. Council officers operate a temporary road closure application process that enables organisations in the Timaru District to apply for temporary road closures for their events. All applications are assessed against key criteria including event type/activities planned, temporary traffic management arrangements, and impact on stakeholders.

- 4 Council budgets allow for funding of traffic management for community events and the following classification system is used to determine whether events are eligible for this funding and where responsibility for costs is held.

	Commercial Events	Community Events
Definition	Where the primary activity is the sale or marketing of goods or services	Where the primary activity is entertainment, recreation, celebration or commemoration
Responsibility for preparation of temporary traffic management plan (including associated costs).	Event	Council and/or Council’s contractor
Responsibility for implementing temporary traffic management plan (including associated costs)	Event	Council and/or Council’s contractor

Discussion

- 5 The following temporary road closure application has been assessed by Council officers and require decision on approval by the Committee. Records of application assessment including full Council officer recommendations are included as Attachment 1. Council should consider approval or decline of each application individually.

Event Name / Organisation	Event type	Event date and traffic management set up/pack down times	Proposed closure area	Officer recommendation
The Lovelock Memorial Fun Run 2025	Community	15 March 2025 6am to 1pm	Centennial Park Scenic Reserve	Recommended

Options and Preferred Option

- 6 Option one (preferred option) is that the Committee:
- Approves temporary closure of Centennial Park Scenic Drive for the Lovelock Memorial Fun Run 2025 on 15 March 2025 from 6:00 am to 1:00pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.
 - Approves Run Timaru to charge a \$2 to \$50 entry fee for this event under Schedule 10, Clause 11B of the Local Government Act 1974.
 - Approves traffic management for The Lovelock Memorial Fun Run 2025 to be funded from the Community Events and Programmes budget.
- 7 Option two is that the Committee approves the temporary road closure applications as per Option 1, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, with additional conditions to be advised by the Committee. This option incurs some cost to Council as outlined in the Financial Implications section below.
- 8 Option three is that the Committee advises alternate decisions to approve and/or decline the temporary road closure applications under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including advising any additional conditions if applicable. This

option may result in the proposed event or events being unable to proceed as planned and cancelled.

Consultation

- 9 Under the Local Government Act 1974 Schedule 10, Council is required to:
- Publicly notify the intent to temporarily close roads for events
 - Publicly notify Council/Committee decisions to temporarily close roads for events
 - Consult with NZ Police and New Zealand Transport Agency prior to approving temporary road closures for events.
- 10 Council officers have undertaken requirements a) and c) for all applications considered in this report.
- 11 The attached application review records outline feedback received from NZ Police and New Zealand Transport Agency (Attachment 1).
- 12 The temporary road closure application process requires applicants to produce a communications plan advising how they intend to communicate with key stakeholders and people impacted by the event. Communications plans for all applications considered in this report have been received and approved by Council officers. Implementation of these plans is noted as a condition of approval should the temporary road closure proceed. Council officers would further notify emergency services of confirmed closures.

Relevant Legislation, Council Policy and Plans

- 13 Local Government Act 1974
- 14 Timaru District Council Long Term Plan 2024-34

Financial and Funding Implications

- 15 Council has an approved Land Transport Community Events and Programmes budget of \$100,000 (excluding GST) for the current financial year within the Land Transport activity, which provides funding for traffic management for community events.
- 16 The following costs would be incurred by Council if these events were approved to proceed (all costs are estimates and exclude GST):

Event Name	Cost to prepare temporary traffic management plan	Cost to implement temporary traffic management plan
Lovelock Memorial Fun Run 2025	\$450.00 + GST	\$2,135.00 + GST
TOTAL (for approval in this paper)	\$2,585.80 + GST	
Previously approved	\$70,072.80 + GST	
Cost to date	\$72,658.80 + GST	
Estimated cost of events yet to be approved during FY 2024/25	\$25,000 Includes Anzac Day commemorations and 4 further Artisan Markets.	

Other Considerations

- 17 Council officers consider that temporary road closure presents some reputational, financial and health and safety risks to Council, however, these are mitigated by the proposed conditions of road closure including planned communications activity, provision of insurance cover and compliance with relevant regulations, legislation and bylaws respectively.

Attachments

1. **Event Review Record – Lovelock Memorial Fun Run 2025** [↓](#) 

Temporary Road Closure

Application Review Record

Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974



Event details	
Event name:	The Lovelock Memorial Fun Run 2025
Event organisation:	Run Timaru
Event contact details:	Joe Beeby
Event date/time:	9.30am 15/03/2025
Road/road section to be closed:	Centennial Park Scenic Drive
Event type:	Community

Officer application assessment result	Recommended
Recommendations	
<p>That Timaru District Council (or a Committee of the whole) approve temporary closure of Centennial Park Scenic Drive for The Lovelock Memorial Fun Run 2025 on 15/03/2025 from 6am to 1pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974.</p> <p>That Timaru District Council (or a Committee of the whole) approve Run Timaru to charge \$2 to \$50 entry fee for this event under Schedule 10, Clause 11B of the Local Government Act 1974.</p> <p>That Timaru District Council (or a Committee of the whole) approve traffic management for The Lovelock Memorial Fun Run 2025 to be funded from the Community Events and Programmes budget.</p> <p>That approval is subject to the following conditions:</p> <ul style="list-style-type: none"> that Run Timaru has public liability insurance in place for the event, covering a minimum of \$1,000,000. that temporary closure is undertaken in accordance with the approved Temporary Traffic Management Plan that communications activity is undertaken in accordance with the approved communications plan that all staff at the event (including volunteers) comply with any instructions from NZ Police, Council Officers and Traffic Management staff. that Run Timaru will meet the cost of any damage to public property, including roads, caused by the event. that following the event, all streets and surrounding areas will be left in a clean and tidy condition. that Run Timaru will ensure compliance with any other relevant regulation/bylaw pertaining to the event is met (for example, health and safety, food/liquor licenses, waste management). that Run Timaru has the authority to charge \$2 - \$50 entry fee for the event. 	

Costs	
\$2,585	
Officer Name:	Paul Forbes
	Officer date:8/1/2025

Application Assessment

Information checklist	
Applicant has fully completed all fields in 'Section 1 – Contact Details' of the Application Form	Yes
Applicant has fully completed all fields in 'Section 2 – Event Details' of the Application Form	Yes
Applicant has confirmed understanding of all obligations in section 4	Yes
Applicant has supplied proof of public liability insurance for the event	Yes
Applicant has supplied Communications Plan	Yes
COMMERCIAL EVENTS ONLY: Applicant has supplied a Temporary Traffic Management Plan (TTMP)	NA
COMMUNITY EVENTS ONLY: Applicant has supplied a map of the proposed temporary closure area/event route	Yes
Applicant has signed and dated declaration in 'Section 5 – Declaration'.	Yes

Applicant has satisfied all information requirements	Yes
Officer comments:	
<i>Nil</i>	

NZTA / NZ Police Consultation	
NZTA	
Contact name:	Theresa Allan
Contact date:	7/1/2025
NZTA comments and TDC actions (if applicable):	Nil received
NZ Police	
Contact name:	Vicky Walker & Anthony Callon
Contact date:	7/1/2025
NZ Police comments and TDC actions (if applicable):	Nil received

Communications plan

Communications Plan provides the following information: <ul style="list-style-type: none"> • Lists affected stakeholders • Describes how stakeholders will be affected by temporary road closure • Outlines key messages • Includes action/implementation plan detailing how and when stakeholders will be communicated with • Includes procedure for managing complaints • Includes procedure for how the plan will be monitored 	Yes
Communications Plan is approved:	Yes
Officer comments	

Traffic management	
COMMERCIAL EVENTS ONLY: Temporary Traffic Management Plan approved	NA
Officer comments: N/A	
COMMUNITY EVENTS ONLY: TTMP prepared by Council contractor and approved	Yes
TTMP Preparation costs	\$450
Estimated TTMP Implementation costs	\$2,135
Officer comments: Nil	

Event charges	Yes
Officer comments: the Applicant has specified \$2 - \$50 entry fees for this event.	

Key dates	
Action	Date
Advertising intent of road closure <i>Ensure this is at least 2 weeks before Council/Committee report is due so that any feedback can be put in report.</i>	8/1/2025
Council/Committee report due	8/1/2025
Council/Committee decision	18/2/2025
Advertising confirmation of road closure	18/1/2025

Monitoring			
Action	Date	Officer Name	Associated Record numbers
On-site records received			
Site Audit record (if applicable) Insert content here			

8.3 Strathallan Corner Redevelopment - Concept Design Endorsement

Author: Rosie Oliver, Development Manager

Authoriser: Andrew Dixon, Group Manager Infrastructure

Recommendation

That the Infrastructure Committee;

1. Endorse the redevelopment of Strathallan Corner in accordance with the concept (and preliminary) designs.

Purpose of Report

- 1 This report presents the concept design for Strathallan Corner for consideration and endorsement.

Assessment of Significance

- 2 The redevelopment of Strathallan Corner is of low significance as defined by Council's Significance and Engagement Policy as this project is an approved project and consistent with the Long Term Plan. The project has also been previously consulted on via the CityTown Masterplan work programme.
- 3 There is a high level of community and media interest in the Strathallan Corner site which has been identified as the 'heart of the town'. However, the impact on the community and on levels of service will be very moderate (and positive, except for a brief period of disruption), as will the impact on the environment.

Background

- 4 Through the Long Term Plan 2024 – 34 Council approved CityTown capex budget of \$6m (across years 1, 4 and 5), and opex of \$600k (split across years 1 – 3) with the intention that this funding would be spent in accordance with the priorities outlined in the Masterplan. Council also allocated \$600k (to be offset by a \$300k grant from the Ministry of Business, Innovation and Employment's (MBIE's) Tourism Infrastructure Fund (TIF)) for the demolition and replacement of the existing toilet block.
- 5 At their meeting on 30 July 2024 the Infrastructure Committee resolved to endorse the CityTown Masterplan for public feedback, and to note the 0 – 5 year Road Map and associated funding priorities. It was identified at clause 18 of the relevant report that the year one capex priorities were "the Strathallan Corner redevelopment and completion of tile resurfacing". Allocation of the opex budget was expected to align with relevant initiatives in the 0 – 5 year Road Map including the Top Seven Opportunities for Vibrancy.
- 6 At the Tenders and Procurement Committee meeting on 30 July 2024, the Committee also delegated to officers the authority to enter into contract with a proprietary toilet supplier as a cost-effective solution for this project component, with local designers to be reengaged to supply a concept for the corner site in its entirety.

- 7 At their meeting on 22 October 2024, Council then reviewed and endorsed an updated scope and draft budget for the redevelopment of Strathallan Corner which included details of the Exeloo product to be used, and which confirmed cladding details following community consultation as required by the TIF conditions.

Discussion

Strathallan Corner Redevelopment Concept Design

- 8 Officers have now obtained all relevant resource, infrastructure services and building consents, and MBIE are currently drafting the required funding agreement.
- 9 A local designer, WSP New Zealand Limited (WSP), has been appointed to undertake the concept, preliminary and detailed design of Strathallan Corner, including iwi engagement.
- 10 WSP's **Strathallan Corner Redevelopment Concept Design** is attached while the updated preliminary design documents and a corresponding project budget will be circulated prior to the meeting on 18 February 2025 to support informed decision making. The designs align with the previously consulted CityTown Masterplan including the zoning and movement diagram, site specific considerations, and materials palette for this location. In accordance with stakeholder and community feedback to date, the design optimises useable (and attractive) space for different community groups/purposes.
- 11 Following the direction received to reduce cladding costs, the rear of the toilet unit itself is to be vinyl wrapped (front and sides to be timber and bluestone) with the selected image presenting a vista up Strathallan Street, from a similar viewing angle, ca 1880 – 1885 when Robert Coles was the publican of what is now the Old Bank.



- 12 While functionality, aesthetics and local identity are all important considerations, it is essential that management and procurement choices also make efficient and effective use of the available budget. Project management – both contract management and construction supervision – will therefore be undertaken by Council officers.
- 13 In order to minimise the period for which temporary toilet facilities are required, the project will be staged.

- 14 In accordance with Council’s Procurement Manual, procurement of construction and services contracts will be completed on the basis of competitive quotes only, with the ability also to leverage existing supplier relationships where relevant. This provides local contractors with a low-cost, low-risk procurement process, and will maximise lead time for the chosen contractors.
- 15 Pending endorsement of the concept (and preliminary) designs by the Infrastructure Committee, preferred contractors will be engaged and construction will begin late March following the departure of the season’s last cruise ship.
- 16 The Options table below outlines the implications either of proceeding with the comprehensive redevelopment of Strathallan Corner, or of reducing the project scope to the toilets’ upgrade only.

Options

17 Council has two Options, summarised as follows:

	Option 1: Redevelop Strathallan Corner in accordance with concept (and preliminary) designs (Preferred Option)	Option 2: Deliver toilets component but pause the corner redevelopment
Delivery/ Outcomes	Construction scheduled to begin in March One period of disruption for stakeholders, timed to coincide with less busy period for retail/tourism Design delivered supports local identity, aesthetics, useability of the space and aligns with prior stakeholder feedback	Design of toilets finalised in house Construction of toilets scheduled to begin in March Upgrade unlocks some of the useability of the space but still compromised by (backfilled) fountain, split levels. Site aesthetic not coherent and lack of seating/ raised performance space remains.
Cost	\$ up to 1.6 million	\$ up to 621,325 now (includes concept and preliminary design work for wider redevelopment) \$ TBC future
Resource	Internal project team WSP (detailed design) Arowhenua/AECL Contractors, including Exeloo	Internal project team WSP (through concept/preliminary design only) Arowhenua/AECL Contractors, including Exeloo
Risks/ Issues	Negative community feedback (least)	Negative community feedback (some) Loss of programme momentum, stakeholder goodwill Potential cost escalations for any component delivered at a later date Potential for split construction period/ongoing disruption for any component delivered at a later date Loss of goodwill, confidence from local suppliers
Feedback	Supported by stakeholder feedback (city centre, historic)	Not supported by stakeholder feedback (city centre, historic) Some support for reducing cost/project scope (social media)

Consultation

- 18 The project has been previously consulted on via the CityTown Masterplan work programme, while specific consultation requirements attached to the MBIE TIF funding in relation to the design/cladding of the toilet unit have also been met.
- 19 Council also seeks also to honour its responsibilities under Te Tiriti o Waitangi and our chosen designer, WSP, is liaising directly with our local Rūnanga o Arowhenua to confirm input to the detailed design to ensure that the final outcome is sympathetic to, and not in conflict with, local tikanga including environmental management approaches.

Relevant Legislation, Council Policy and Plans

- 20 The project is being undertaken in alignment with the Timaru CityTown Masterplan.
- 21 The project is therefore being undertaken consistently with the District Plan, the Local Government Act 2002, the Building Act 2004 and the Utilities Access Act 2010, and the associated Code of Practice.
- 22 All relevant consents have been obtained and outstanding conditions will be satisfied prior to and during the construction period as relevant.

Financial and Funding Implications

- 23 All of the Options presented in this report fall within the existing Long Term Plan 2024 – 34 year one CityTown capex allocation of \$1.5 million together with the \$600k (offset by \$300k from MBIE) for the upgrade of the Strathallan Corner toilets.
- 24 Selection of the preferred Option (redevelopment of Strathallan Corner in accordance with the concept designs) will optimise return on investment by balancing outcomes with acceptable cost and risk levels for Council.

Other Considerations

- 25 A comprehensive CityTown programme update will be provided separately to Councillors and stakeholders later this month.

Attachments

1. **Strathallan Corner Redevelopment Concept Design** [↓](#) 

PLAN VIEW



LEGEND

- 1 SHADE STRUCTURE TO BE DEVELOPED
- 2 PERFORMANCE SPACE
- 3 OPEN USE SPACE TO ALLOW FOR VARIETY OF ACTIVITIES. LAWN PULLED TOWARD THE STAGE TO CATER FOR AUDIENCE.
- 4 AMPHITHEATRE TERRACED SEATING. BLUESTONE CLAD SEATING EDGE WITH HARDWOOD TIMBER DECKING. OPPORTUNITY TO INCORPORATE ARTWORK ETCHED INTO BLUESTONE FACE SECTIONS OF SEATING EDGE CLAD WITH RECLAIMED WHARF TIMBER. TREES PLANTED IN TOP AREA TO CREATE SOME SEPARATION FROM TRAFFIC BEHIND
- 5 TOILET BLOCK
- 6 BICYCLE/ PRAM PARKING
- 7 A COLOURFUL SCREEN AND PLANTING AREAS PROVIDE SEPARATION OF THE TOILET FROM THE MAIN SEATING AREA. COLOURFUL SLAT 'PALISADE' FENCING TO BE DEVELOPED IN COLLABORATION WITH MANA WHENUA AND LOCAL ARTISTS
- 8 HARDCAPED PAVED AREA RE USING EXISTING MATERIALS WHERE POSSIBLE
- 9 ARBORIST TO ASSESS LIFE EXPECTANCY OF EXISTING TREES POTENTIAL REPLACEMENT FOR NEW SHADE SPECIES
- 10 RETAINING A SEPARATED SPACE AT REAR OF SITE. RETAIN EXISTING LEVELS AS BEST POSSIBLE. RETAIN AND INFILL WALLS AND CLAD WITH STONE. REPLACE PAVING AND ADD FURNITURE
- 11 (NOT SHOWN TBC) LIGHT POLE SCULPTURAL PIECES REFERENCING ANCESTRAL MIGRATION WAKA, TO BE DEVELOPED IN COLLABORATION WITH MANA WHENUA AND LOCAL ARTISTS, PROVIDING ENCLOSURE AND BACK DROP TO THE SEATING AREA.
- 12 NATURE PLAY/ PLAY ALONG THE WAY. PLAY ELEMENTS, STEPPING LOGS, BALANCE BEAMS ETC THROUGH GARDEN WITH ACCESS POINTS AT EACH LEVEL
- 13 STEP ACCESS TO SITE.
- 14 ACCESSIBLE RAMP
- 15 RELOCATION OF BOXER SCULPTURE (LOCATION TBC)
- 16 DRINKING FOUNTAINS

9 Consideration of Urgent Business Items

10 Consideration of Minor Nature Matters

11 Public Forum Items Requiring Consideration

12 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,—

13.1 Airport Land Lease Agreements

13.2 Delivery of Parks Services

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
13.1 - Airport Land Lease Agreements	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(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 a person’s privacy, including the privacy of deceased persons To protect commercially sensitive information
13.2 - Delivery of Parks Services	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	To protect commercially sensitive information

	commercial position of the person who supplied or who is the subject of the information	
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*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]

.

*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.”

13 Public Excluded Reports

14 Readmittance of the Public