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**Christchurch City Council**  
**Draft Annual Plan 2025-26**  
**OPEN MINUTES**

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**Date:** Wednesday 12 February 2025  
**Time:** 9.30 am  
**Venue:** Council Chambers, Civic Offices,  
53 Hereford Street, Christchurch

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**Present**

|                    |                               |
|--------------------|-------------------------------|
| Chairperson        | Mayor Phil Mauer              |
| Deputy Chairperson | Deputy Mayor Pauline Cotter   |
| Members            | Councillor Kelly Barber       |
|                    | Councillor Melanie Coker      |
|                    | Councillor Celeste Donovan    |
|                    | Councillor Tyrone Fields      |
|                    | Councillor James Gough        |
|                    | Councillor Tyla Harrison-Hunt |
|                    | Councillor Victoria Henstock  |
|                    | Councillor Yani Johanson      |
|                    | Councillor Aaron Keown        |
|                    | Councillor Sam MacDonald      |
|                    | Councillor Jake McLellan      |
|                    | Councillor Andrei Moore       |
|                    | Councillor Mark Peters        |
|                    | Councillor Tim Scandrett      |
|                    | Councillor Sara Templeton     |

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## Karakia Tīmatanga

The agenda was dealt with in the following order.

### 1. Apologies Ngā Whakapāha

#### Council Decision

There were no apologies received.

### 2. Declarations of Interest Ngā Whakapuaki Aronga

There were no declarations of interest recorded.

Councillor Fields joined the meeting at 9.31 am.

Councillor Barber joined the meeting at 9.32 am.

## Secretarial Notes: Overview of the draft 2025/26 Annual Plan adoption meeting process

1. The purpose of the Secretarial Notes below are to provide an overview of the process undertaken during the meeting.
2. The following key documents are available for ease of reading:
  - Minutes Attachment A – The final carried resolutions (including any carried amendments) relating to the adoption of the draft 2025/26 Annual Plan for consultation.
  - Minutes Attachment B - Councillors' proposed amendments and staff advice.
3. The Council considered and dealt with the following matters and recommendations:  
*Recommendations 1 to 3 and the Temporary Suspension of Standing Orders*
4. Councillor McLellan, Deputy Chair of Audit and Risk Management Committee (ARMC) provided a verbal update regarding the ARMC recommendations from its meeting held on 10 February 2025.  
**Secretarial Note:** The recommendations from the ARMC meeting held on 10 February 2025 (Attachment A of the report) were circulated under separate cover on Tuesday 11 February 2025.
5. Chief Financial Officer Bede Carran, Head of Finance Russell Holden and Head of Corporate Planning and Performance Management Peter Ryan presented the Officers Report.
6. The Council resolved Recommendations 1 to 3 which including noting the ARMC recommendations.
7. The Council temporarily suspended Standing Orders.

*Consideration of the draft 2025/26 Annual Plan (Recommendation 4 – Moved and Seconded)*

8. The Council put the draft 2025/26 Annual Plan, supporting technical documents and information which provides the basis for the draft Annual Plan on the table to enable the consideration of Councillors' proposed amendments and debate.
9. The Council considered and voted on Councillors' proposed amendments to the draft 2025/26 Annual Plan.

*Council Officer Update*

10. Council Officers provided the rates update based on the carried amendments.

*Adoption of the draft 2025/26 Annual Plan – Substantive Recommendation 4*

11. The Council adopted the draft 2025/26 Annual Plan for consultation (substantive Recommendation 4).



*Consultation Document - Recommendation 5*

12. Following the adoption of the draft 2025/26 Annual Plan Council Officers tabled an updated Consultation Document (refer to Section 3.5 of the Minutes ) which included updates following the decisions made during the meeting.
13. The Council adopted the updated draft Consultation Document and noted further considerations.

*Recommendations 6 to 8*

14. The Council adopted the remaining Recommendations 6 to 8 which confirmed the consultation process and authorisations for the Chief Financial Officer to make minor changes to the draft 2025/26 Annual Plan documents, as required.

**Attachments**

- A Draft Adoption Final Carried Resolutions [↗](#) 
- B Proposed Amendments Including Council Officer Advice [↗](#) 

### **3. Draft Annual Plan 2025-26**

**Secretarial Note:** *Below are the Original Officer Recommendations.*

#### **Original Officer Recommendations Ngā Tūtohu**

That the :

1. Receives the information in the Draft Annual Plan 2025-26 report.
2. Notes that the decisions in this report are of high significance in relation to the Christchurch City Council's Significance and Engagement Policy.
3. Notes the Recommendations of the Council's Audit and Risk Management Committee at its meeting on 10 February 2025, (Attachment A of this report to be provided under separate cover).
4. Approves and adopts for consultation the information contained or referred to in the staff report which provides the basis for the Draft 2025/26 Annual Plan, together with any

amendments made by resolution at the meeting, and which includes the following attachments of this report:

- a. Financial Overview, including financial changes to that contained in the Long-Term Plan 2024-2034 (Attachment B).
  - b. Funding Impact Statement (Attachment C).
  - c. Rating information (Attachment D)
  - d. Financial Prudence Benchmarks (Attachment E).
  - e. Proposed Capital Programme, including schedule of changes to LTP (Attachment F).
  - f. Proposed minor changes to Levels of Service (Attachment G).
  - g. Proposed Fees and Charges (Attachment H).
  - h. Prospective Financial Statements (Attachment I).
  - i. Reserves and Trust Funds (Attachment J).
  - j. Capital Endowment Fund (Attachment K).
  - k. Summary of Grants (Attachment L).
  - l. List of properties for seeking the community views and preferences as to their future use (Attachment M).
5. Approves and adopts for public consultation the Consultation Document for the Draft 2025/26 Annual Plan (Attachment N of this report to be provided under separate cover).
  6. Approves the following process for the Draft 2025/26 Annual Plan consultation:
    - a. All relevant information and documents, including the Consultation Document, be made available on the Council's website from 26 February 2025.
    - b. Hard copy information and documents to be made available at Council libraries and service centres from 26 February 2025 onwards.
    - c. The period for making submissions will run from 26 February 2025 to 11:59pm on 28 March 2025.
    - d. For people who indicate they wish to present oral submissions, hearings will be held in April 2025 (exact dates will be confirmed and communicated to those submitters closer to the time).
  7. Authorises the General Manager Finance, Risk and Performance/CFO to make any non-material changes to the Draft 2025/26 Annual Plan documents and/or information attached to or referred to in the staff report.
  8. Notes that the Council will meet on 26 June 2025 to adopt the final Annual Plan 2025/26.

### 3.1 Audit and Risk Management Committee and Recommendations 1, 2 and 3

#### Council Comment

1. Councillor McLellan, Deputy Chair of Audit and Risk Management Committee (ARMC), provided a verbal update regarding the ARMC recommendations from its meeting held on 10 February 2025.

**Secretarial Note:** The recommendations from the ARMC meeting held on 10 February 2025 (Attachment A of the report) were circulated under separate cover on Tuesday 11 February 2025.

2. Chief Financial Officer Bede Carran, Head of Finance Russell Holden and Head of Corporate Planning and Performance Management Peter Ryan presented the Officers Report.
3. Councillors were provided an opportunity to ask questions of clarification of the ARMC recommendations and Council Officer report.

#### Council Resolved CAPL/2025/00001

That the Council:

1. Receives the information in the Draft Annual Plan 2025-26 report.
2. Notes that the decisions in this report are of high significance in relation to the Christchurch City Council's Significance and Engagement Policy.
3. Notes the Recommendations of the Council's Audit and Risk Management Committee at its meeting on 10 February 2025, (Attachment A of this report to be provided under separate cover).

Mayor/Deputy Mayor

**Carried**

## 4. Temporary Suspension of Standing Orders

#### Council Resolved CAPL/2025/00002

That pursuant to Standing Order 3.5 (Temporary Suspension of Standing Orders), the following Standing Orders be suspended to enable a more informal discussion regarding Item 3 *Draft Annual Plan 2025-26*:

- 17.5 members may speak only once.
- 18.1 general procedure for speaking and moving motions.
- 18.8 foreshadowed amendments.
- 18.9 lost amendments.

Mayor/Deputy Mayor

**Carried**

### **3.2 Draft 2025/26 Annual Plan Adoption - Recommendation 4 Moved and Seconded**

#### **Council Comment**

1. Recommendation 4 was Moved by the Mayor and Seconded by Deputy Mayor Cotter to enable the draft 2025/26 Annual Plan to be put on the table and open up for Councillor amendments and debate.
2. Refer to Section 3.4 of the Minutes for the final decision.

#### **Moved/Seconded**

That the Council:

4. Approves and adopts for consultation the information contained or referred to in the staff report which provides the basis for the Draft 2025/26 Annual Plan, together with any amendments made by resolution at the meeting, and which includes the following attachments of this report:
  - a. Financial Overview, including financial changes to that contained in the Long-Term Plan 2024-2034 (Attachment B).
  - b. Funding Impact Statement (Attachment C).
  - c. Rating information (Attachment D)
  - d. Financial Prudence Benchmarks (Attachment E).
  - e. Proposed Capital Programme, including schedule of changes to LTP (Attachment F).
  - f. Proposed minor changes to Levels of Service (Attachment G).
  - g. Proposed Fees and Charges (Attachment H and updated page 200 of the Agenda as tabled at the meeting).
  - h. Prospective Financial Statements (Attachment I).
  - i. Reserves and Trust Funds (Attachment J).
  - j. Capital Endowment Fund (Attachment K).
  - k. Summary of Grants (Attachment L).
  - l. List of properties for seeking the community views and preferences as to their future use (Attachment M).

Mayor/Deputy Mayor

**Moved/Seconded**

The meeting adjourned at 10.08 am and reconvened at 11.45 am during the discussion for the Councillors' proposed amendments.

The meeting adjourned at 12.42 pm and reconvened at 1.51 pm during the discussion for the Councillors' proposed amendments. Councillor Gough was not present at this time. Councillor Gough returned to the meeting at 1.56 pm.

### **3.3 Councillors' Proposed Amendments**

#### **Council Comment**

1. Councillors put forward their proposed amendments and confirmed their Seconders.
2. The meeting adjourned to allow Council Officers to prepare advice.
3. Upon reconvening, Council Officers provided advice and revised wording, where applicable, for each amendment (excluding amendments relating to Transport). Following the Council Officer advice the Mover and Secunder for each amendment provided further clarity on their proposed amendment.
4. The meeting adjourned to allow Council Officers to prepare advice regarding the proposed Transport amendments and further changes to the other amendments previously discussed.
5. Upon reconvening Council Officers provided advice and revised wording, where applicable, for the proposed transport amendments and other previously discussed amendments.
6. The Mover and Secunder confirmed their proposed amendment for proceeding. If they no longer wished to proceed, the proposed amendment was withdrawn.
7. During discussions relating the Council Officer advice for proposed Transport amendment A22 (Scruttons Road KiwiRail Crossing), the meeting resolved to go into Public Excluded to discuss information which was withheld under the LGOIMA 7(2) h and I, due to ongoing negotiations over scope, cost phasing and timings of the works.
8. Upon the meeting readmitting the public the Mover and Secunder confirmed the withdrawal of proposed amendment A22, and raised two further proposed amendments (A22a and A22b). A further proposed amendment A27 was also raised. The meeting adjourned to allow Council Officers to prepare advice on three new proposed amendments.
9. Upon reconvening, Council Officers confirmed the further advice relating to proposed amendments A22a, A22b and A27. The Movers and Seconders confirmed their proposed further amendments for proceeding.
10. The meeting held one debate for all proposed amendments and voted on each proposed amendment individually (refer to Sections A5a to A24 of the Minutes for the final decisions and Minutes Attachment B for the Officer advice).

### **Resolution to Exclude the Public**

#### **Council Resolved CAPL/2025/00003**

That at 2.35 pm the Council resolves to go into Public Excluded to discuss proposed amendment 22 regarding Scruttons Road Kiwi Rail crossing and is withheld under the LGOIMA 7(2) h and I, due to ongoing negotiations over scope, cost phasing and timings of the works.

Deputy Mayor/Councillor Donovan

**Carried**

**The public were re-admitted to the meeting at 2.44 pm.**

The meeting adjourned at 2.46 pm and reconvened at 3.07 pm during the discussion for the Councillors' proposed amendments.

**A5a. Transport speed bumps budget**

**Council Resolved CAPL/2025/00004**

That the Council:

- A5a. Requests staff to provide advice on not installing speed humps or platforms as a speed reduction measure, including possible capital savings, to inform the Chief Executive advice for the final adoption of the 2025/26 Annual Plan.

Councillor MacDonald/Councillor Keown

**Carried**

**A27. Surveillance systems across arterial routes**

**Council Resolved CAPL/2025/00005**

That the Council:

- A27. Requests that staff provide advice on implementing surveillance systems across arterial routes, in lieu of traffic calming measures. Notes that advice should include costs to implement, locations of interest and operational costs.

Councillor Harrison-Hunt/Councillor MacDonald

**Carried**

**A10. Eastern Orbital link**

**Council Resolved CAPL/2025/00006**

That the Council:

- A10a. Adds additional budget of \$30,000 to project #44700 Local Cycle Network - Eastern Outer Orbital, in Financial Year 25/26; and

A10b. Requests staff:

- (i) Undertake further work to refine the costs of creating better walking and cycling connections along Marine Parade, south of the existing Eastern Orbital project to Ebbtide Street, in order to provide consistent cycle solutions along its full length, improve safety for cyclists and walkers, allow for interim improvements, and inform future prioritisation in the Long Term Plan
- (ii) Report back on further costs to complete construction for a future Annual Plan or Long Term Plan.

Councillor Donovan/Councillor Johanson

**Carried**



**A17. Richmond Greenway (Southern end CERF - Transport Choice project)**

**Council Resolved CAPL/2025/00007**

That the Council:

- A17. Re-instates the second section of Richmond Greenway (Southern end CERF - Transport Choices project) in the draft 2025/26 Annual Plan with a budget of \$900,000, with \$600,000 of the budget being in Financial Year 25/26, and the remainder in Financial Year 26/27.

Councillor McLellan/Deputy Mayor

**Carried**

**A18. Consultation Document - Pilot Central City Shuttle Service**

**Council Resolved CAPL/2025/00008**

That Council:

- A18. Consults on allocating up to \$200,000 for a scoping study for a Central City Shuttle Service in the draft 2025/26 Annual Plan.

Councillor McLellan/Councillor Templeton

**Carried**

**A22a. Bromley Roads**

**Council Decision**

That the Council:

- A22a. Includes \$1.5 million in Financial Year 25/26 and \$3.5 million in Financial Year 26/27 for the Improving Bromley Roads project, in the draft 2025/26 Annual Plan.

Councillor Johanson/Councillor Coker

**Lost**

**A22b. Healthy Streets**

**Council Decision**

That the Council:

- A22b. Includes \$500,000 in Financial Year 25/26 and \$500,000 in Financial Year 26/27 for Healthy Streets – Linwood, in the draft 2025/26 Annual Plan.

Councillor Johanson/Councillor Coker

**Lost**

**A1. Carry forward of forecast surplus**

**Council Resolved CAPL/2025/00009**

That the Council:

- A1. Agrees to carry forward an additional \$8 million of forecast surplus from the 2024/25 financial year to the 2025/26 financial year in the 2025/26 draft Annual Plan. This amount is to be allocated to cover the increased payroll costs budgeted in the draft 2025/26 Annual Plan.

Councillor MacDonald/Councillor Keown

**Carried**

**A3. Operating surplus to apply to rates reduction**

**Council Resolved CAPL/2025/00010**

That the Council:

- A3. Agrees to redesignate \$2.65 million of the \$6 million of forecast surplus in the current financial year's operating position already included in the draft 25/26 Annual Plan from debt repayment to direct rates reduction in the draft 2025-26 Annual Plan.

Councillor MacDonald/Councillor Keown

**Carried**

**A4. Report for additional savings**

**Council Resolved CAPL/2025/00011**

That the Council:

- A4. Requests the Chief Executive to provide additional savings options for offsetting rates for the 2025/26 Annual Plan, including options for reducing non-essential maintenance works in council facilities and buildings and reducing the cost of consultants. These options must not trigger an amendment to the Long Term Plan and should be in time for the Council to consider for the adoption of the final Annual Plan.

Councillor MacDonald/Councillor Keown

**Carried**

**A7. Capital Programme reduction**

**Council Resolved CAPL/2025/00012**

That the Council:

A7a. Agrees that the core capital programme, excluding Te Kaha, is aligned with deliverability forecast provided by staff prior to final adoption of the Annual Plan 2025/2026.

A7b. Noting as follows:

A7bi. Staff will provide the delivery forecast and analysis well in advance of the final Annual Plan adoption meeting.

A7bii. Analysis of deliverability will include implications on significant changes to Levels of Service, if any.

A7biii. Staff will provide options to reduce risks associated with the delivery of the capital programme.

Councillor Henstock/Councillor Fields

**Carried**

**A8. Consultation Document - Lichfield Street Carpark**

**Council Resolved CAPL/2025/00013**

That the Council:

A8. Notes that a report on the potential sale of Lichfield Street Carpark and Building and options is currently underway.

Councillor Templeton/Councillor Fields

**Carried**

**A9. Report request - Decision-making tool**

**Council Resolved CAPL/2025/00014**

That the Council:

A9. Requests staff provide advice on establishing a searchable decision-making transparency tool in time for the final adoption of the 2025/26 Annual Plan.

Councillor Templeton/Councillor Harrison-Hunt

**Carried**

**A12. Consultation Document - Rating for Renewals**

**Council Resolved CAPL/2025/00015**

That the Council:

- A12. Consults on increasing rating for renewals by \$2 million per year to make saving in costs over time in the draft 2025/26 Annual Plan.

Councillor Templeton/Councillor Coker

**Carried**

**A14. Capital Grant - Te Uaka/Lyttelton Museum**

**Council Resolved CAPL/2025/00016**

That the Council:

- A14. Requests advice regarding the possibility of Council allocating \$2 million or \$3 million in its capital programme for Financial Year 26/27 to support progress for the reinstatement of Te Uaka/Lyttelton Museum in time for the next Annual Plan.

Councillor Fields/Councillor Coker

**Carried**

**A24. Cygnet Street Stormwater**

**Council Resolved CAPL/2025/00017**

That the Council:

- A24. Requests staff investigate the option to install a secondary higher-level outlet on the existing Cygnet Street and Pacific Road stormwater outfall. To be funded from existing budgets.

Councillor Donovan/Councillor Johanson

**Carried**

The meeting adjourned at 3.18 pm and reconvened at 3.33 pm. Councillor Gough was not present at this time.

Councillor Gough returned to the meeting at 3.34 pm.

### **3.4 Draft Annual Plan Adoption - Recommendation 4**

#### **Council Comment**

1. The meeting adjourned to allow Council Officers to calculate the updated rates figure based on the previously carried amendments.
2. Upon reconvening Council Officers provided the following rates update:
  - Financial Year 25/26 from 8.93% to 7.58%
  - Financial Year 26/27 from 8.99% to 10.4%
3. Council Officers provided an updated page to the Proposed Fees and Charges, Attachment H of the report (refer to Minutes Attachment 3.4A).
4. The meeting held one debate for the adoption of the draft 2025/26 Annual Plan (substantive Recommendation 4) and when put to the vote was declared carried by way of division.

#### **Council Resolved CAPL/2025/00018**

That the Council:

4. Approves and adopts for consultation the information contained or referred to in the staff report which provides the basis for the Draft 2025/26 Annual Plan, together with any amendments made by resolution at the meeting, and which includes the following attachments of this report:
  - a. Financial Overview, including financial changes to that contained in the Long-Term Plan 2024-2034 (Attachment B).
  - b. Funding Impact Statement (Attachment C).
  - c. Rating information (Attachment D)
  - d. Financial Prudence Benchmarks (Attachment E).
  - e. Proposed Capital Programme, including schedule of changes to LTP (Attachment F).
  - f. Proposed minor changes to Levels of Service (Attachment G).
  - g. Proposed Fees and Charges (Attachment H and updated page 200 of the Agenda as tabled at the meeting).
  - h. Prospective Financial Statements (Attachment I).
  - i. Reserves and Trust Funds (Attachment J).
  - j. Capital Endowment Fund (Attachment K).
  - k. Summary of Grants (Attachment L).
  - l. List of properties for seeking the community views and preferences as to their future use (Attachment M).

The division was declared **carried** by 13 votes to 4 votes the voting being as follows:

**For:** Mayor Mauger, Deputy Mayor Cotter, Councillor Barber, Councillor Donovan, Councillor Fields, Councillor Gough, Councillor Henstock, Councillor Keown, Councillor MacDonald, Councillor McLellan, Councillor Peters, Councillor Scandrett and Councillor Templeton

**Against:** Councillor Coker, Councillor Harrison-Hunt, Councillor Johanson and Councillor Moore

Mayor/Deputy Mayor

**Carried**

### **Attachments**

- A Updated page of Attachment I (page 200 of the agenda) 

Councillor Barber left the meeting at 4.34 pm and returned at 4.38 pm during consideration of the Consultation Document.

Councillor Gough left the meeting at 4.34 pm and returned at 4.39 pm during consideration of Consultation Document.

## **3.5 Consultation Document - Recommendation 5**

### **Council Comment**

1. Following the adoption of the draft 2025/26 Annual Plan, Council Officers tabled an updated Consultation Document (refer to Minutes Attachment 3.5a) which included updates to reflect the decisions made during the meeting.
2. Councillors were provided an opportunity to ask questions of clarification. Council Officers agreed to consider the following feedback using the Chief Financial Officer Delegation to make changes to the document:
  - Further clarification regarding what will be required to meet the balanced budget in future years.
  - In addition to asking what services to cut, to also ask what services people don't want cut.
  - Further clarification regarding the "Digital contract cost increases over and above inflation (\$1.1 million)" on page 5 of the document.
  - Further clarification regarding the "Reduced ability to put costs against capital projects (\$3.7 million)" on page 5 of the document.
  - For the total cost of the Scruttons Road Kiwi Rail Crossing to be referenced.
  - For the major changes to the Capital Programme to be referenced, making it clear if the changes are for a single year or the whole life of the project.
  - Referencing the budget for a scoping study for a Central City Shuttle Service.
3. Recommendation 5 was Moved by the Mayor and Seconded by Deputy Mayor Cotter, and when put to the vote declared carried.

**Council Resolved CAPL/2025/00019**


That the Council:

5. Approves and adopts for public consultation the Consultation Document for the Draft 2025/26 Annual Plan (as tabled at the meeting).

Mayor/Deputy Mayor

**Carried**

**Attachments**

- A Consultation Document tabled at the meeting 

**3.7 Remaining Recommendations 6 to 8**

**Council Comment**

1. Recommendations 6 to 8 were Moved by the Mayor and Seconded by Deputy Mayor Cotter, with the addition of specifying the Consultation Document in Recommendation 7. When put to the vote the Recommendations were declared carried.

**Council Resolved CAPL/2025/00020**

That the Council:

6. Approves the following process for the Draft 2025/26 Annual Plan consultation:
  - a. All relevant information and documents, including the Consultation Document, be made available on the Council's website from 26 February 2025.
  - b. Hard copy information and documents to be made available at Council libraries and service centres from 26 February 2025 onwards.
  - c. The period for making submissions will run from 26 February 2025 to 11:59pm on 28 March 2025.
  - d. For people who indicate they wish to present oral submissions, hearings will be held in in April 2025 (exact dates will be confirmed and communicated to those submitters closer to the time).
7. Authorises the General Manager Finance, Risk and Performance/CFO to make any non-material changes to the Draft 2025/26 Annual Plan documents, the consultation document and/or information attached to or referred to in the staff report.
8. Notes that the Council will meet on 26 June 2025 to adopt the final Annual Plan 2025/26.

Mayor/Deputy Mayor

**Carried**

**Resumption of Standing Orders**

**Council Resolved CAPL/2025/00021**

That the Standing Orders set aside above, be resumed.

Mayor/Deputy Mayor

**Carried**

**Karakia Whakamutunga**

**Meeting concluded at 4.49pm.**

**CONFIRMED THIS 5<sup>TH</sup> DAY OF MARCH 2025**

**MAYOR PHIL MAUGER  
CHAIRPERSON**