Christchurch City Council
MINUTES

Date:	**Wednesday 5 November 2025**
Time:	**9.32 am**
Venue:	**Camellia Chambers, Civic Offices, 53 Hereford Street, Christchurch**

Present

Chairperson	Mayor Phil Mauger
Deputy Chairperson	Deputy Mayor Victoria Henstock
Members	Councillor Kelly Barber
	Councillor David Cartwright
	Councillor Melanie Coker
	Councillor Pauline Cotter
	Councillor Celeste Donovan
	Councillor Tyrone Fields
	Councillor Tyla Harrison-Hunt
	Councillor Nathaniel Herz Jardine
	Councillor Yani Johanson
	Councillor Aaron Keown
	Councillor Sam MacDonald
	Councillor Jake McLellan
	Councillor Andrei Moore
	Councillor Mark Peters
	Councillor Tim Scandrett

Principal Advisor
Mary Richardson
Chief Executive
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Meeting Advisor
Katie Matheis
Senior Democratic Services Advisor
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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

Councillors Barber and Scandrett declared an interest in Item 5 – *Venues Ōtautahi – Annual Report 2024/25*.
Councillors Cartwright and Keown declared an interest in Public Excluded Item 10 – *District Licensing Committee (DLC) Recruitment.*

3. Public Participation Te Huinga Tūmatanui

3.1 Public Forum Te Huinga Whānui

3.1.1 Scott Buxton

Scott Buxton spoke regarding concerns around local transport issues and consulting residents before changes are made.

3.2 Deputations by Appointment Ngā Huinga Whakaritenga

There were no deputations by appointment.

4. Presentation of Petitions Ngā Pākikitanga

There was no presentation of petitions.

5. Venues Ōtautahi - Annual Report 2024/25

Council Resolved CNCL/2025/00357

Officer Recommendations accepted without change

That the Council:

1. Receives Venues Ōtautahi Limited's Annual Report 2024/25.
2. Notes that Venues Ōtautahi Limited received an unqualified opinion in respect of both its financial statements and statement of service performance.

Mayor/Deputy Mayor **Carried**

For	15	Mayor Mauger, Deputy Mayor Henstock, Councillor Cartwright, Councillor Coker, Councillor Cotter, Councillor Donovan, Councillor Fields, Councillor Harrison-Hunt, Councillor Herz Jardine, Councillor Johanson, Councillor Keown, Councillor MacDonald, Councillor McLellan, Councillor Moore, Councillor Peters
Against	0	
Abstain	0	
TOTAL	15	

Conflict of Interest	2	Councillor Barber, Councillor Scandrett

Attachments

A Venues Ōtautahi - Annual Report 2024/25 - Presentation to Council ⇨

6. Appointment of Councillors to Council-controlled Boards - Process and Timing

Council Comment

1. At the introduction of Item 6, the Mayor Moved and Councillor Cotter Seconded an updated Motion with changes to Officer Recommendations 3(c) and 4, and a new Recommendation 5 (Original Officer Recommendation 5 then became Recommendation 6).
    a. Updated Recommendation 3(c) designated the Chairperson and Deputy Chairperson of the Finance and Performance Committee as the Council nominated members to the Appointments Committee (refer Resolution 3(c)).
    b. Updated Recommendation 4 expanded the membership of the Council Organisation Appointments Panel to include Councillors Cotter and McLellan (refer Resolution 4).
    c. New Recommendation 5 noted that the expansion of the Panel's membership would be a slight departure from Council policy and provided the intention behind that departure (refer Resolution 5).
2. Council Officers Bede Carran and Linda Gibb joined the table to answer questions from elected members.
3. At the conclusion of questions, the meeting did not call for debate, so the Motion was put and declared carried.

Officer Recommendations

That the Council:

1. Receives the information in the Appointment of Councillors to Council-controlled Organisation boards – Process and Timing report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.

3. Approves the establishment of an Appointments Committee, to recommend two Councillors for appointment to the board of Christchurch City Holdings Ltd, with the following membership:
    a. Mr Bryan Pearson, Chair of CCHL;
    b. Ms Anne Urlwin, external commercial advisor with relevant experience and knowledge; and
    c. up to two other members nominated by the Council.
4. Approves the process for appointment to Council Organisations in Part One of its Policy for the Appointment and Remuneration of Directors to Council Organisations as the process for the appointment of:
    a. two Councillor directors to the board of ChristchurchNZ Holdings Ltd;
    b. two Councillor directors to the board of Venues Ōtautahi Ltd; and
    c. three Councillor directors to the board of Civic Building Ltd.
5. Notes that the appointments process for all the board appointments is expected to commence by 17 November 2025 and conclude with recommendations to the Council for its consideration and final approval by 17 December 2025.

Council Resolved CNCL/2025/00358

That the Council:

1. Receives the information in the Appointment of Councillors to Council-controlled Organisation boards – Process and Timing report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Approves the establishment of an Appointments Committee, to recommend two Councillors for appointment to the board of Christchurch City Holdings Ltd, with the following membership:
    a. Mr Bryan Pearson, Chair of CCHL;
    b. Ms Anne Urlwin, external commercial advisor with relevant experience and knowledge; and
    c. the Chairperson and Deputy Chairperson of the Finance and Performance Committee.
4. Agrees that the Council Organisation Appointments Panel (the Panel) will comprise the Mayor, Deputy Mayor, and Councillors Cotter and McLellan. This same Panel will also be utilised to make recommendations regarding the appointment of elected members to other Council Organisations.
5. Notes that this is a minor departure from process outlined in Part 1 of the Policy to allow for the inclusion of two additional panel members. This adjustment is intended to broaden the Panel's collective understanding of the skill sets required for the roles under consideration.
6. Notes that the appointments process for all the board appointments is expected to commence by 17 November 2025 and conclude with recommendations to the Council for its consideration and final approval by 17 December 2025.

Mayor/Councillor Cotter **Carried**

For	14	Mayor Mauger, Deputy Mayor Henstock, Councillor Barber, Councillor Cartwright, Councillor Coker, Councillor Cotter, Councillor Fields, Councillor Harrison-Hunt, Councillor Herz Jardine, Councillor Johanson, Councillor MacDonald, Councillor McLellan, Councillor Peters, Councillor Scandrett
Against	1	Councillor Donovan
Abstain	2	Councillor Keown, Councillor Moore
TOTAL	17	

7. Local Government Funding Agency - Annual Report 2024/25 and Annual Meeting 2025

Council Resolved CNCL/2025/00359

Officer Recommendations accepted without change

That the Council:

1. Receives the Local Government Funding Agency - Annual Report 2024/25 and Annual Meeting 2025 report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Receives the Local Government Funding Agency Limited's (LGFA) Annual Report including the audited financial statements for the financial year ending 30 June 2025, Attachment A to this report.
4. Notes that the LGFA has received an unqualified audit opinion on both its financial statements and performance information.
5. Appoints Chris Wathew, the Council's Group Financial Controller as proxy and the Chair of the Local Government Funding Agency's Annual Meeting as alternate to cast the Council's votes at the Annual Meeting 2025, noting that attendance and voting via Teams is permitted.
6. Agrees to vote in favour of the following items of business at the LGFA Annual Meeting 2025:
   (i) **Business item 1 - Financial Statements and Reports** To receive and consider the financial statements of the Company for the year ended 30 June 2025 together with the directors' and auditor's reports to the shareholders.
   (ii) **Business item 2 - Election of Company Directors**
      (a) to re-elect Helen Robinson as an independent director of the Company, by way of ordinary resolution, for a second term of three years;
      (b) to elect Paul Anderson as an independent director of the Company, by way of ordinary resolution, for a second but non-consecutive term of three years.
   (iii) **Business item 3 – Election of Nominating Local Authorities to the Shareholders' Council** To re-elect or elect (as appropriate) as a Nominating local Authority, by way

of ordinary resolution, Christchurch City Council and Tasman District Council as Nominating Local Authorities.

7. Notes that the Shareholders' Council has advised its support for Business items 2 and 3, being resolutions 6(ii) and 6(iii) above respectively.

Councillor MacDonald/Mayor **Carried**

For	17	Mayor Mauger, Deputy Mayor Henstock, Councillor Barber, Councillor Cartwright, Councillor Coker, Councillor Cotter, Councillor Donovan, Councillor Fields, Councillor Harrison-Hunt, Councillor Herz Jardine, Councillor Johanson, Councillor Keown, Councillor MacDonald, Councillor McLellan, Councillor Moore, Councillor Peters, Councillor Scandrett
Against	0	
Abstain	0	
TOTAL	17	

8. ChristchurchNZ Holdings Ltd - Annual General Meeting 2025 - Appointment of Proxy and Voting Instructions

Council Comment

1. Officer Recommendation three (3) requested that the Council designate two Councillors to serve as proxy and alternate vote at the ChristchurchNZ Holdings Ltd's Annual General Meeting 2025.
2. The Council appointed Councillors Cartwright and Donovan in accordance with this Recommenddation. All other recommendations were accepted without change.

Council Resolved CNCL/2025/00360

Officer Recommendations accepted without change

That the Council:

1. Receives the information in the ChristchurchNZ Holdings Ltd - Annual General Meeting 2025 - Appointment of Proxy and Voting Instructions report.
2. Notes that the decisions in this report are assessed as low significance based on the Christchurch City Council's Significance and Engagement Policy.
3. Appoints Councillor Cartwright as proxy and Councillor Donovan as alternate to vote at ChristchurchNZ Holdings Ltd's Annual General Meeting 2025 on behalf of the Council.
4. Agrees to vote in favour of all items on ChristchurchNZ Holdings Ltd's 2025 Annual Meeting Agenda and which are as follows:
    a. To receive the Annual Report and the Auditor's Report for ChristchurchNZ Holdings Ltd and ChristchurchNZ Ltd for the year ending 30 June 2025.
    b. To note that, pursuant to section 70 of the Local Government Act 2002, the Auditor General is the auditor of ChristchurchNZ, and has appointed Nathan Breckell,

using the staff and resources of Grant Thornton New Zealand Audit Limited, to complete the audit.

c. To authorise the Board of Directors to set the remuneration for the audit engagement.

d. To record the appointment of new directors, Ms Mary Devine and Mr Hamish Blackman (CNCL/2025/00323 dated 17 September 2025 refers), approved at the Council meeting on 10 September 2025 for a term of 3 Years from 28 November 2025.

e. To record the retirement of Mr Toby Selman as at 30 June 2025.

f. To record the reappointment of Ms Jen Crawford for a term of 3 Years from 28 November 2025.

g. To record Board Directors fees of up to $334,400 for the three-year period, effective from 1 July 2024 in accordance with the recommendation and approval from Christchurch City Holdings Limited under the *CCC Policy for the appointment and Remuneration of Directors to Council Organisations.*

Councillor MacDonald/Councillor Cotter **Carried**

For	17	Mayor Mauger, Deputy Mayor Henstock, Councillor Barber, Councillor Cartwright, Councillor Coker, Councillor Cotter, Councillor Donovan, Councillor Fields, Councillor Harrison-Hunt, Councillor Herz Jardine, Councillor Johanson, Councillor Keown, Councillor MacDonald, Councillor McLellan, Councillor Moore, Councillor Peters, Councillor Scandrett
Against	0	
Abstain	0	
TOTAL	17	

9. Council Committee Structure

Council Comment

1. The Mayor, having exercised his authority under Section 41A of the Local Government Act 2002, established the committees of the Council and appointed their respective Chairpersons and Deputy Chairpersons for the new term.

10. Resolution to Exclude the Public Te whakataunga kaupare hunga tūmatanui

Council Resolved CNCL/2025/00361

That at 10.34 am the resolution to exclude the public set out on pages 126 to 127 of the agenda be adopted.

Mayor/Deputy Mayor **Carried**

The public were re-admitted to the meeting at 10.39 am.

Karakia Whakamutunga

Meeting concluded at 10.39 am.

CONFIRMED THIS 3RD DAY OF DECEMBER 2025

MAYOR PHIL MAUGER
CHAIRPERSON