



# AGENDA

## Ordinary Council Meeting Tuesday, 7 May 2024

**Date** Tuesday, 7 May 2024

**Time** 3pm

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

**File Reference** 1669438

## **Timaru District Council**

**Notice is hereby given that a meeting of the Ordinary Council will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 7 May 2024, at 3pm.**

### **Council Members**

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

Quorum – no less than 5 members

### **Local Authorities (Members' Interests) Act 1968**

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

Nigel Trainor

**Chief Executive**

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- 1 Opening Prayer and Waiata**
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- 4 Identification of Urgent Business**
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- 6 Declaration of Conflicts of Interest**

## **7 Confirmation of Minutes**

### **7.1 Minutes of the Council Meeting held on 26 March 2024**

**Author:** Rachel Scarlett, Governance Advisor

#### **Recommendation**

That the Minutes of the Council Meeting held on 26 March 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 Council Meeting held on 26 March 2024**



# MINUTES

## Ordinary Council Meeting Tuesday, 26 March 2024

Ref: 1669438

**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 26 March 2024 at 3.06pm**

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

**In Attendance:** **Community Board Member:** Shane Minear (Geraldine Community Board)

**Officers:** Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Beth Stewart (Group Manager Community Services), Andrea Rankin (Chief Financial Officer), Hannah Goddard Coles (Group Manager Engagement and Culture), Mark Abbot (Acting Strategy and Corporate Planning Manager), Stephen Doran (Engagement and Communications Manager), Vincie Billante (LTP Project Lead), Nicole Timney (Manager of Property Services and Client Representative), Aaron Hakkaart (Planning Manager - District Plan Review), Hamish Barrell (Planning Manager - Consents, Compliance & Strategy), Matt Sisson (Property Projects Officer), Steph Forde (LTP Project Officer), Brendan Madley (Policy Advisor), Ash Shah (Finance Business Partner), Jessica Hurst (Community Development Advisor), Megan Taylor (Executive Operations Coordinator), John Liddiard (Senior Accountant), Jessica Kavanaugh (Team Leader Governance), Rachel Scarlett (Governance Advisor)

**CCO'S:** Frazer Munro (Timaru District Holdings Ltd General Manager), Mark Rogers (Timaru District Holdings Ltd Chairperson), Nigel Davenport (Venture Timaru Chief Executive)

**Public:** Kris Rodgers (South Island Operations Manager QV), Brendon McCurley (Canterbury Region Manager QV) for item 9.6, Ryan Dejoux (Timaru Developments), Nathan Hole (Rooney Group Ltd)

**Public Forum:** Les Rawlings (Timaru Rate Payers), Jess Young, Aaron Segar (Save Timaru Arts and Rebuild Our Theatre Group – S.T.A.R.T Group), John Simpson (South Canterbury Museum Development Trust), Jacqui Giles and Michelle Marshall.

## 1 Opening Prayer

*Michelle Coe (Connect Church) conducted the opening prayer.*

*Clr Sally Parker led the waiata.*

## 2 Apologies

### 2.1 Apologies Received

## Resolution 2024/18

Moved: Mayor Nigel Bowen



Seconded: Clr Scott Shannon

That the apology of Tewera King be received and accepted.

**Carried**

### **3 Public Forum**

#### **3.1 Timaru Rate Payers**

Les Rawlings presented to Council against the Theatre Royal rebuild.

Discussion included, the International monetary fund, financials and cost to rate payers. Michael Laws opinion piece, the proposed conference centre and a referendum request.

Mayor Nigel Bowen concluded he is open for feedback, submissions and can meet with the group.

#### **3.2 S.T.A.R.T Group**

Jess Young and Aaron Segar presented to Council their support of the Theatre Royal rebuild.

Discussion included, the group being in favour of the Council starting the project as soon as possible, concern of the level of misinformation and disinformation around the project. Past Timaru's regeneration projects, lack of clarification around Councils budget breakdown and lack of exploration of the estimated cost calculation of economic contributions.

#### **3.3 South Canterbury Museum Development Trust**

John Simpson presented to Council in support of the Theatre Royal rebuild.

Discussion included the Trusts role in the Community, opportunities the rebuild will have on the Districts key cultural infrastructure, the rebuild bringing Increased numbers of community use and Tourism to the District.

#### **3.4 Council Social Housing**

Jacqui Giles and Michelle Marshall presented to Council regarding their concern and interest of the proposed increase to Council Social Housing rents.

Discussion included the need for the communities social housing to assist the communities vulnerable, and Council Officers comments on central governments accommodation supplement.

Jacqui Giles and Michelle Marshall presented questions for the Council to consider prior to voting on their resolution.

Question 1

- How has the 30 percent been determined
- How have previous annual income been determined
- Is the approach purposed consistent with previous years and if not why

Question 2

- If the 30 percent increase goes ahead how will this additional revenue be used
- Has there been any discussion for the Social Housing policy to be amended

### Question 3

- Has the council investigated how any proposed increases will impact residents and their individual cases, and have these scenarios been shared and considered by the Councillors voting.
- What will the consultation process and communication plan for residents look like for both option 1 and 2.

Discussion also included the section 17a review, councils budget shortfall and social housing positively reflecting the communities capability for caring for the vulnerable. Councillors spoke about subsidising cost and upkeep of the properties, and working close with the Ministry of Social Development to stay cost neutral to residents.

### **3.5 Save the Rangitata South Side Motor Camp Petition**

#### **Resolution 2024/19**

Moved: Mayor Nigel Bowen

Seconded: Clr Michelle Pye

That the petition regarding the Rangitata South Side Motor Camp the be received and noted.

**Carried**

### **4 Identification of Urgent Business**

No items of urgent business were received.

### **5 Identification of Matters of a Minor Nature**

No matters of a minor nature were raised.

### **6 Declaration of Conflicts of Interest**

- Clr Stacy Scott declared a conflict of interest in items 9.12 (Bringing forward Future Development Areas at Seadown and Kennels Road), and item 9.16 (Director Appointment Extension Venture Timaru directorships) and will remove herself for these items.
- Clr Allan Booth declared a conflict of interest in item 9.16 (Director Appointment Extension Venture Timaru directorships) and will remove himself for this item.
- Mayor Nigel Bowen declared a conflict of interest of item 9.16 (Theatre Royal and Heritage Facility - Close out Detailed Design) and will remove himself for this item, Deputy Mayor Scott Shannon will be chair for this item.

**7 Confirmation of Minutes****7.1 Minutes of the Council Meeting held on 13 February 2024****Resolution 2024/20**

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

That the Minutes of the Council Meeting held on 13 February 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

**8 Schedules of Functions Attended****8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors****Resolution 2024/21**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

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

**Carried**

**8.2 Schedule of Functions Attended by the Chief Executive****Resolution 2024/22**

Moved: Clr Gavin Oliver

Seconded: Clr Sally Parker

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

**Carried**

**9 Reports****9.1 Affixing of the Common Seal**

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

**Resolution 2024/23**

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

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

1. 08 February 2024 – Approval of Warrants

**Carried**

## **9.2 Actions Register Update**

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

Discussion included timeframes of the budget reallocation, process on agenda preparation. Lack of communication around the removal of council rubbish bins, subcontracting opportunities. Replacement of a bursting pipe at the Geraldine Water Main, and a Workshop on Water Standards.

The following actions to be presented at the 07 May 2024 Council Meeting

- Investigate Payment Option for Freedom Campers
- Investigate Traffic Management
- Procurement of Invoices
- Underutilised assets

The Committee agreed to close the following actions

- Report requested on Ombudsman Report

### **Resolution 2024/24**

Moved: Mayor Nigel Bowen

Seconded: Clr Allan Booth

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

**Carried**

## **9.3 Council Social Housing**

The Manager of Property Services and Client Representative spoke to Council to approve a 17A Review on Council Social Housing Units and that any change in Service Delivery and or rental amounts be consulted on with the community.

Discussion included current costs and occupancy of Councils Social Housing, with 4 in Timaru undergoing remodelling. Option 2 costings being reviewed and communication with Social Housing Tenants if there is a raised charge. The Manager of Property Services and Client Representative noted that the charge will be per person not per unit, but operations can be changed as part of the section 17a review.

Discussion also included, the need for understanding the tenancy and impact on individuals, subsidy options which supports Council Housing with Kāinga Ora and other providers, and the tenant notification process.

Councillors requested a list of Council owned properties and an explanation of why Council owns them.

### **Resolution 2024/25**

Moved: Clr Peter Burt

Seconded: Clr Stacey Scott

That Council approve Option 1 (Preferred Option):

1. Approve a 17A Review be completed on Councils Social Housing Units.
2. That any change in Service Delivery and or rental amounts can be consulted on with the community.

In Favour: Mayor Nigel Bowen, Clrs Peter Burt, Gavin Oliver, Sally Parker, Stu Piddington, Stacey Scott, Scott Shannon, Michelle Pye and Owen Jackson

Against: Clr Allan Booth

**Carried 9/1**

### **9.4 Theatre Royal and Heritage Facility - Close out Detailed Design**

Clr Scott Shannon chaired this item and Mayor Nigel Bowen withdrew from the table.

Manager of Property Services and Client Representative, Chief Financial Officer and Group Manager Community Services spoke to this report to inform Council of the receipt of the detailed design from Southbase Construction, to inform of the receipt of a cost estimate for the detailed design from Southbase Construction and that approval be given for Southbase Construction to commence the process to provide a fixed lump sum as per contract.

Discussion included clarification of the operational surplus, processes of scope costings and language used, the process of going to market, and the ability to pull items if over budget. Clarity was queried over the fire safety reviews on the buildings, and a full cost description being provided.

There was further discussion on the impact to local subcontractors if Council cannot provide a cost budget and scope. Councillors discussed their lack of comfortability on costs incurred, delivery of budget and risk associated. Councillors spoke about their level of comfort waiting a further 3 weeks for detailed costings.

The Chief Executive concluded that they will have to go out to market to get the total cost, it is advised items can be removed if the cost is over budget

### **Resolution 2024/26**

Moved: Clr Stu Piddington

Seconded: Clr Owen Jackson

That Council approves Option 1 (Preferred Option):

1. Notes confirmation of receipt of Detailed Design from Southbase Construction.
2. Notes confirmation of receipt of a Cost Estimate for Detailed Design by Southbase Construction.

3. Approves Southbase Construction to proceed with the Tender Procurement Process to achieve a Fixed Lump Sum offer for construction.

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

Against: Clrs Allan Booth and Stacey Scott

Abstained: Mayor Nigel Bowen

**Carried 7/2**

### **9.5 Presentation of Orari Temuka Opihi Pareora Water Zone Committee Progress Report**

The Zone Facilitator of Environment Canterbury and Chairperson of Orari-Temuka-Opihi-Pareora Water Zone Committee spoke to the report to receive and note the Orari Temuka Opihi Pareora Water Zone Committee progress report. This includes key achievements, delivering the communities vision for freshwater and future challenges and opportunities.

Discussion included funds for the Orari Protection Group Bat population, Burkes Pass Restoration and Opihi river planting.

Discussion also included the release of dung beetles at Barkers Creek Catchment.

#### **Resolution 2024/27**

Moved: Mayor Nigel Bowen

Seconded: Clr Stacey Scott

That Council receive and note the presentation of Orari Temuka Opihi Pareora Water Zone Committee progress report update.

**Carried**

### **9.6 Timaru Revaluation Presentation - Quotable Value**

The South Island Operations Manager and Canterbury Region Manager spoke to this report to provide a presentation and verbal update to Council regarding the Revaluation for Timaru District.

Discussion included regulatory pressures surrounding revaluation, the rating evaluation processes and the quality insurance internal review. Data showed that Timaru's population growth has increased, as well as unemployment, but relative to other areas, Timaru is currently sitting at a good level. Percentages of residential dwelling in the district was discussed, along with subdivision areas, average house values, average rooms per house, industrial land, rural and lifestyle and the impacts to the dairy industry.

There was further discussion on a revaluation overview, with an increased land value percentage especially with industrial land. It is advised the community and rate payers could submit an objection to their properties updated QV value by the 05 April 2024. These objections will be reviewed.

There was clarification with the reviewing of earthquake properties, the average of what commercial houses are sold by, and a formal review that will be conducted by Council which will include dates.

**Resolution 2024/28**

Moved: Clr Peter Burt

Seconded: Clr Allan Booth

That Council receives and notes the presentation from Quotable Value.

**Carried**

**9.7 Venture Timaru Quarterly Report (1 July 2023 to 31 December 2023)**

The Venture Timaru Chairperson and Acting Strategy & Corporate Planning Manager presented to Council, for information and as a requirement of the Statement of Intent, the quarterly performance report of Venture Timaru (VT) for the period 1 July 2023 to 31 December 2023.

Discussion included, the local economy, primary sector, the importance of supporting and buying locally and the upcoming Workshop on 16 April being aligned to the accepting of draft Statement of Intent. There was clarification of the reported retail jobs and impact from the show grounds. Clarity of the cruise seasons and management plans, with it currently being updated and in the final stages of re-engaging with stakeholders.

Discussion also included what the cruises generate over the seasons and development of the penguin sightseeing at Caroline Bay.

Questions were raised regarding the agriculture and horticulture industry, which was identified as a growth opportunity by the governments recent announcement, and VT'S involvement with the work streams regulatory environment.

Councillors and the VT Chairperson also discussed the benefits from tourism to the local market, and visitor spend post covid and opportunities of a head line act to perform at the Caroline bay was also discussed.

**Resolution 2024/29**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That Council

1. Receives and notes the Venture Timaru Quarterly Report (1 July 2023 to 31 December 2023)

**Carried**

**9.8 Receipt of (draft) Venture Timaru Statement of Intent 2024/25**

The Venture Timaru Chairperson and Acting Strategy & Corporate Planning Manager presented to Council to consider the draft Statement of Intent (Sol), as provided by Venture Timaru, and to work through the process of agreeing and / or refining this to the satisfaction of Council.

Discussion included, the upcoming Workshop on 16 April, and clarity was raised regarding the tourism grant increase.

**Resolution 2024/30**

Moved: Clr Peter Burt

Seconded: Clr Allan Booth

That Council

1. Receives the draft Venture Timaru Statement of Intent 2024/25
2. Considers the draft Venture Timaru Statement of Intent 2024/25.
3. Agrees to the next steps required to finalise a Statement of Intent 2024/25.
4. Responds to Venture Timaru regarding the next steps in the process of finalising a Statement of Intent 2024/25 and delegates to the Chief Executive to communicate those steps to Venture Timaru Ltd.

**Carried**

### **9.9 Timaru District Holdings Limited Quarterly Report (1 July 2023 to 31 December 2023)**

Timaru District Holdings Ltd Chairperson and Timaru District Holdings Ltd General Manager presented to Council, for information and as a requirement of the Statement of Intent, the quarterly performance report of Timaru District Holdings Ltd (TDHL) for the period 1 July 2023 to 31 December 2023.

Discussion included the resignation of Damon Odey from Prime Port, an update on an update on the consolidation of Alpine Energy financials and Statement of Intent process.

Questions were raised regarding the asbestos removal at the Theatre Royal and Heritage Facility, the significant value of Frazer Street and resource consents for the extension of Lyndon Street.

#### **Resolution 2024/31**

Moved: Clr Owen Jackson

Seconded: Clr Peter Burt

That Council

1. Receives and notes the Timaru District Holdings Limited Quarterly Report (1 July 2023 to 31 December 2023).

**Carried**

### **9.10 Receipt of TDHL Draft Statement of Intent 2024/25**

Timaru District Holdings Ltd Chairperson and Timaru District Holdings Ltd General Manager presented to Council to consider the draft Statement of Intent (SoI), as provided by Timaru District Holdings Ltd (TDHL), and to work through the process of agreeing and / or refining this to the satisfaction of Council.

There was clarification regarding the performance targets table, and the dividend per share line, with an additional line asked to be added to the earnings per share and dividends per share.

Discussion also included the financial forecasts and what the revenue includes.

#### **Resolution 2024/32**

Moved: Clr Allan Booth



Seconded: Cllr Sally Parker

That Council

1. Receives the Draft TDHL Statement of Intent 2024/25
2. Considers the Draft TDHL Statement of Intent 2024/25.
3. Agrees to the next steps required to finalise a Statement of Intent 2024/25.
4. Responds to TDHL regarding the next steps in the process of finalising a Statement of Intent 2024/25 and delegates to the Chief Executive to communicate those steps to TDHL.

**Carried**

### **9.11 Draft Modified 2023/24 TDHL Statement of Intent**

Timaru District Holdings Ltd Chairperson and Timaru District Holdings Ltd General Manager presented to Council for consideration and as advised as discussed at a December 2023 Council Workshop, a Draft Modified 2023/24 TDHL Statement of Intent (Sol), as formally notified 28 February 2024 to the Chief Executive.

#### **Resolution 2024/33**

Moved: Mayor Nigel Bowen

Seconded: Deputy Mayor Scott Shannon

That Council

1. Receives and notes the Timaru District Holdings Limited (TDHL) "Draft Modified 2023/24 TDHL Statement of Intent (Sol)" dated 28 February 2024.
2. Discusses and provides feedback to the Board of TDHL in respect to the Draft Modified 2023/24 Statement of Intent (Sol) as dated 28 February 2024 and delegates the delivery of that feedback to the Chief Executive.

**Carried**

### **9.12 Bringing forward Future Development Areas at Seadown and Kennels Road, Timaru**

The Group Manager Environmental Services and Planning Manager - Consents, Compliance & Strategy spoke to this report to describe the costs and benefits associated with bringing forward new areas for development in and around the Washdyke area and seek direction from Council as to next steps. It is noted that any signals to the course of direction for the Proposed District Plan could inadvertently cause landowners to make assumptions that distort the underlying land market pricing prematurely.

Discussion included, concerns over Council's costs and growth management strategy by past land agreements, lack of balance between contributions and opportunities of developers able to take the risk. Clarity was asked about the financial implications, the District Plan update process, with concern that settings should be changed as requirements are not currently being met.

Discussion also included, opportunity of 30 year growth for Council by influencing Central Government to include tier 3 Council's with tier 1 and 2, and indications from Central Government that they would make changes to soil classifications. Internal land that is in a undesirable location was also discussed alongside changes of the proposed district plan, the

change of government and an option of changing the process of variations, or an amendment change to align the two. There were concerns over the lack of evidence of a large demand for housing.

Robust discussion occurred concerning Council plans going ahead, the new government changes having an impact on Council plans, Council spending and Council risk. The need for lower cost housing and demand for housing was also discussed. Councillors agreed on taking an option that includes the least cost to rate payer and with expeditious movement.

Discussion also included the operative plan process, and concerns that developers are suggesting the proposed plan process is restrictive when Councils goal is to enhance the district. Opportunities of the Council and business partners collaborating to continue the process was also discussed.

Clarification of costs associated with FDA 13 and FDA 14 was asked, with the current high level policy frame work possibly being more favourable to achieving success in relation to industrial land. There was discussion of the residential development infrastructure costs. The demand for industrial land and the comparison to other Councils selling sections was discussed.

6.15pm, Clr Stu Piddington left the meeting.

At 6:21pm, Clr Stu Piddington returned to the meeting.

### **Recommendation**

Moved: Mayor Nigel Bowen

Seconded: Clr Sally Parker

1. That Council prioritise the Proposed District Plan hearing process (with provisions as they were notified), referred to as Option 2 below, before embarking upon detailed planning for Future Development Area 13 Seadown Road.

Future Development Area 13 taken offline, and further discussion with developer to accelerate progress.

**Carried**

### **9.13 Long Term Plan 2024-34 Draft Consultation Document Outline and Key Issues for Consultation**

The LTP Project Officer and Engagement and Communications Manager spoke to this report to present an overview of the amended outline of the proposed LTP Consultation document and confirm the issues and options for community engagement.

Discussion included, clarity regarding auditing The Long Term Plan, the community consultation participation options and explanations of negative outcomes. Plain English additions and commentary to the consultation document and the consultation document reflecting the Long Term Plan document were also discussed along with a breakdown of costing per rate payer, with sums being recalculated.

Discussion also included costing of advertising, ideas of how to compress the document down and welcoming of Councillor feedback.

### **Resolution 2024/34**

Moved: Clr Stacey Scott  
Seconded: Clr Scott Shannon

That Council receives the Report (Long Term Plan 2024-34 Draft Consultation Document Outline and Key Issues for Consultation) and agrees with the issues, including the preferred options, as outlined in the discussion section of this report.

**Carried**

#### **9.14 Additional LTP policies - draft approval for review and consultation**

The Policy Advisor and Senior Accountant presented to Council the “Treasury Management Policy” and “Revenue and Financing Policy” for draft approval, which will enable these to be considered by Audit New Zealand and included in the 2024-34 Long Term Plan (LTP) public consultation.

Discussion included, clarity of the definitions and wording used in the Policy, with audit NZ reviewing the document and not flagging issues.

There was an error noted in 18.1 of the report, with reference to the Financial Contributions Policy being deleted from the draft policy at clause 3.5, and a request to reinstate this material. There is one material change to the draft policy at clause 5.5 that notes the implementation of the Business Improvement District targeted rate, which reflects previous resolutions of Council.

It was also noted that Mana whenua had been consulted and had suggested no changes.

Councillors requested clarity regarding the net annual interest expense, and additions to the document were requested.

#### **Resolution 2024/35**

Moved: Clr Michelle Pye  
Seconded: Clr Stu Piddington

That Council:

1. Receives the report “Additional LTP policies – draft approval for review and consultation”; and
2. Approves the policies to be reviewed by Audit New Zealand; and
3. Approves for the community to be afforded the opportunity to provide feedback on the draft policies as part of the 2024-34 Long Term Plan consultation; and
4. Note that Council will be given the opportunity to consider feedback and make amendments to the policies prior to them receiving final adoption as part of the 2024-34 Long Term Plan.

**Carried**

#### **9.15 Decision on Membership of Local Government New Zealand (LGNZ) for the period 1 April 2024 to 31 March 2025.**

The Acting Strategy & Corporate Planning Manager spoke to this report to seek Council’s decision on renewing membership of LGNZ for the coming year.

Discussion included the invaluable experience with the latest South Island meeting in Christchurch.

Mayor Nigel Bowen recommended the opportunity to stay in Local Government NZ.

### **Resolution 2024/36**

Moved: Clr Michelle Pye

Seconded: Clr Peter Burt

That Council

1. Considers and agrees on remaining a member of Local Government New Zealand (LGNZ) for the period 1 April 2024 to 31 March 2025; and
2. Delegates to the Mayor the responsibility to advise LGNZ of the decision to retain the membership.

**Carried**

### **9.16 Venture Timaru Limited: Director Appointment Extension**

The Acting Strategy & Corporate Planning spoke to Council to consider and agree the extension of three Venture Timaru Directors terms of appointment. Specifically, those director tenures are:

- 1.1 Stacey Scott: Appointed 1 April 2021 for a period of two years, therefore expired 31 March 2023;
- 1.2 Anthony Howey: Appointed 1 April 2021 for a period of three years, therefore due to expire 31 March 2024; and
- 1.3 Anthony Brien: Appointed 1 April 2021 for a period of three years, therefore due to expire 31 March 2024.

Discussion included, that one directorship has not been confirmed in writing since 2023 and for this needs to be accepted and extended to the AGM.

### **Resolution 2024/37**

Moved: Mayor Nigel Bowen

Seconded: Clr Gavin Oliver

That Council:

1. Resolves to extend or reconfirm the appointment terms of three directors, where current expiry has occurred or is due to occur, to the Board of Venture Timaru to align with the Council Organisation's Annual General Meeting (AGM) of 4 December 2024.

**Carried**

## **10 Consideration of Urgent Business Items**

No items of urgent business were received

## **11 Consideration of Minor Nature Matters**

No matters of a minor nature were raised.

**12 Public Forum Items Requiring Consideration**

There were no public forum items.

**13 Resolution to Exclude the Public**

**13.1 Resolution to include in Public Excluded**

**Resolution 2024/38**

Moved: Mayor Nigel Bowen

Seconded: Clr Michelle Pye

That the Council permit Brett King to be present for item 13.2 Parks and Greenspaces s17a Review Options due to his knowledge. Mr. King joined the meeting at 7.33pm

**Carried**

**Resolution 2024/39**

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows: at 7.25pm

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>13.1 - Public Excluded Minutes of the Council Meeting held on 13 February 2024</b></p>	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To protect a person’s privacy, including the privacy of deceased persons</p> <p>To enable Council to carry out commercial or industrial negotiations</p>
<p><b>13.2 - Parks and Greenspaces s17a Review Options</b></p>	<p>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</p>	<p>To protect commercially sensitive information</p>

	person who supplied or who is the subject of the information	
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**Carried**

**14 Public Excluded Reports**

**13.1 Public Excluded Minutes of the Council Meeting held on 13 February 2024**

**13.2 Parks and Greenspaces s17a Review Options**

**15 Readmittance of the Public**

**Resolution 2024/40**

Moved: Mayor Nigel Bowen

Seconded: Clr Stu Piddington

That the meeting moves out of Closed Meeting into Open Meeting at 7.48pm.

**Carried**

**The meeting closed at 7.49pm**

.....  
**Mayor Nigel Bowen**  
**Chairperson**

**7.2 Minutes of the Council Meeting held on 9 April 2024**

**Author:** Jessica Kavanaugh, Team Leader Governance

**Recommendation**

That the Minutes of the Council Meeting held on 9 April 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 Council Meeting held on 9 April 2024**



# MINUTES

## Ordinary Council Meeting Tuesday, 9 April 2024

Ref: 1669438



**Minutes of Timaru District Council  
Ordinary Council Meeting  
Held in the Council Chamber, District Council Building, King George Place, Timaru  
on Tuesday, 9 April 2024 at 11.05am**

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

**In Attendance:** **Officers:**, Nigel Trainor (Chief Executive), Paul Cooper (Group Manager Environmental Services), Andrew Dixon (Group Manager Infrastructure), Beth Stewart (Group Manager Community Services), Hannah Goddard Coles (Group Manager Engagement and Culture), Andrea Rankin (Chief Financial Officer), Nicole Timney (Manager of Property Services and Client Representative), Suzy Ratahi (Land Transport Manager), Stephen Doran (Group Manager Corporate and Communications), Steph Forde (LTP Project Officer), Brendan Madley (Policy Advisor), Bill Steans (Parks & Recreation Manager), Mike Wrigley (Acting Recreational Facilities Manager), Jayson Ellis (Building Control Manager), Suzy Ratahi (Land Transport Manager), Grant Hamel (Waste Operations Manager), Philip Howe (Museum Director), Selina Kunac (Transport Strategy Advisor), Meghan Taylor (Executive Operations Coordinator), Jessica Kavanaugh (Team Leader Governance)

## 1 Opening Prayer

*Mayor Nigel Bowen conducted an opening karakia.*

## 2 Apologies

### 2.1 Apologies Received

#### **Resolution 2024/21**

Moved: Mayor Nigel Bowen

Seconded: Clr Sally Parker

That the apology of Clr Peter Burt be received and accepted.

**Carried**

## 3 Public Forum

There were no public forum items.

## 4 Identification of Urgent Business

No items of urgent business were received.

**5 Identification of Matters of a Minor Nature****5.1 Update on Rubbish Bins**

Mayor Nigel Bowen requested an update on rubbish bins in the District.

**6 Declaration of Conflicts of Interest**

No conflicts of interest were declared.

**7 Confirmation of Minutes****7.1 Minutes of the Extraordinary Council Meeting held on 19 March 2024****Resolution 2024/22**

Moved: Clr Owen Jackson

Seconded: Deputy Mayor Scott Shannon

That the Minutes of the Extraordinary Council Meeting held on 19 March 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

**Carried**

**7.2 Minutes of the Council Meeting held on 27 February 2024****Resolution 2024/23**

Moved: Clr Allan Booth

Seconded: Clr Sally Parker

That the Minutes of the Council Meeting held on 27 February 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 Release of Public Excluded Reports**

The Mayor spoke to this report to provide the Council with an updated status of Public Excluded Reports released to the Public.

**Resolution 2024/24**

Moved: Clr Gavin Oliver

Seconded: Clr Michelle Pye

That the Council notes the following public excluded reports have been released to the public:

1. Sale of Meadows Road Properties

**Carried**

## **8.2 Finding the Balance - Long Term Plan 2024-34 Consultation Document**

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to present the final design of the Consultation Document for the Long Term Plan 2024-34 for adoption and to inform the Council of the community engagement approach for the Long Term Plan 2024-34.

Discussion included the different advertising channels that will be used. The level of involvement from Audit NZ with the consultation document, it is also advised the Long Term Plan will be audited.

It is noted that the full document will compile everything that has been adopted previously and will be available on Thursday. It is requested in future for the Councillors to see the auditors' comments.

Mayor Nigel Bowen thanked the officers involved in the Long Term Plan and highlighted the key opportunity for Elected Members to have conversations with the community.

### **Resolution 2024/25**

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

1. That Council adopts the Consultation Document for the Long Term Plan 2024-34.
2. That Council notes the community engagement approach for the Long Term Plan 2024-34.
3. Authorises the Chief Executive to make any minor and non-material corrections to the LTP 2024-34 consultation document and community engagement materials.

**Carried**

### **Attachments**

- 1 CD Courier Wrap - Final
- 2 Consultation Document Long Term Plan- Final

## **8.3 Long Term Plan 2024-34 - Additional Performance Measures**

The Group Manager Corporate and Communications and LTP Project Officer spoke to the report to update Council on feedback from Audit NZ on the Performance Management Framework and to include Customer Satisfaction measures for specific activities.

Noted is that the performance measure for Parks' 90% resident satisfaction with community facilities was missed and will be added.

### **Resolution 2024/26**

Moved: Clr Scott Shannon

Seconded: Cllr Sally Parker

That Council receives this report on the updated Performance Measures for the Long Term Plan 2024-34 and,

1. Approves the inclusion of the following Customer Satisfaction performance measures as required by Audit NZ as follows:
  - ≥ 50% resident satisfaction for sealed roads maintenance and condition
  - ≥ 40% resident satisfaction for unsealed roads maintenance and condition
  - ≥ 70% resident satisfaction for Council-provided car parking has adequate access
  - ≥ 80% resident satisfaction with safety on Council roading network
  - ≥ 90% resident satisfaction with waste services and facilities in the district
  - ≥ 90% resident satisfaction with Community Facilities (Art Gallery, Libraries, Museum, Swimming Pools, and Aorangi Stadium)
  - ≥ 80% resident satisfaction with condition and maintenance of water supply and wastewater services
  - ≥ 60% resident satisfaction with condition and maintenance of stormwater services
  - ≥ 80% resident/customer satisfaction with building consent and resource consent processes

**Carried**

## **9 Consideration of Urgent Business Items**

No items of urgent business were received.

## **10 Consideration of Minor Nature Matters**

### **10.1 Update on Rubbish Bins**

Mayor Nigel Bowen requested an update on the rubbish bins in the district.

The Group Manager Infrastructure and Parks & Recreation Manager provided the Councillors with an update on the Parks and Recreation Unit, this includes the process that was undertaken and where that has led, as well as the broader approach for the future.

Discussions included high-use areas, size and locations of bins, frequency of rubbish removal from bins, in-house rubbish collection,

It requested to provide further information on the rubbish bins, including locations, and bin numbers in high profile areas.

Further discussion included businesses' responsibility and contribution to rubbish bins. It is highlighted the importance of presenting a quarterly forward work programme to Councillors.

**11 Public Forum Items Requiring Consideration**

There were no public forum items.

**12 Resolution to Exclude the Public**

**Resolution 2024/27**

Moved: Mayor Nigel Bowen

Seconded: Clr Gavin Oliver

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows at 11.42am:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>12.1 - Public Excluded Minutes of the Extraordinary Council Meeting held on 19 March 2024</b></p>	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

**Carried**

**13 Public Excluded Reports**

**12.1 Public Excluded Minutes of the Extraordinary Council Meeting held on 19 March 2024**

**14 Readmittance of the Public**

**Resolution 2024/28**

Moved: Mayor Nigel Bowen

Seconded: Clr Allan Booth

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

**Carried**

The meeting closed at 11.45am.

.....  
**Mayor Nigel Bowen**  
**Chairperson**

## 8 Schedules of Functions Attended

### 8.1 Schedule of Functions Attended by the Mayor, Deputy Mayor and Councillors

**Author:** Alesia Cahill, Executive Support Manager

**Authoriser:** Nigel Bowen, Mayor

#### Recommendation

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

#### Functions Attended by the Mayor for the Period 11 March 2024 to 28 April 2024.

<i>11 March 2024</i>	Attended District Plan Orientation Day Welcome Attended Welcome for Eniwa Students and Chaperone Attended Orari Temuka Pareora Water Zone committee
<i>12 March 2024</i>	Attended Standing Committee meetings Attended Council workshop
<i>13 March 2024</i>	Attended Youth Initiatives Subcommittee meeting
<i>16 March 2024</i>	Attended Rangitata Huts meeting
<i>18 March 2024</i>	Attended Canterbury Regional Transport Committee hearings
<i>19 March 2024</i>	Chaired Extraordinary Council meeting
<i>20 March 2024</i>	Attended and addressed International Student Mayoral Welcome event Attended TR&HF Governance Reference Group Meeting
<i>21 March 2024</i>	Attended Zone 5&6 Conference in Christchurch
<i>22 March 2024</i>	Attended Zone 5&6 Conference in Christchurch
<i>25 March 2024</i>	Attended Temuka Community Drop in session Attended Geraldine Community Drop in session Attended and presented at Alpine Energy Sponsorship Awards
<i>26 March 2024</i>	Attended Aorangi Stadium Trust meeting Chaired People and Performance Committee meeting Led Citizenship Ceremony Chaired Council meeting
<i>27 March 2024</i>	Attended monthly meeting with Venture Timaru Chair and CE Attended monthly meeting with SCCC representatives Attended Timaru Community Drop-in session
<i>28 March 2024</i>	Attended Canterbury Regional Transport Committee

<i>3 April 2024</i>	Attended Multicultural Aoraki Newcomers Coffee Group
<i>5 April 2024</i>	Spoke with OJ on the Breeze for Mayoral Musings
<i>8 April 2024</i>	Attended Orari Temuka Pareora Water Zone committee workshop
<i>9 April 2024</i>	Attended Donations and Loans Subcommittee meeting Chaired Council meeting Attended NZSIS Director General visit
<i>10 April 2024</i>	Attended Sustainable Trust South Canterbury BA5 Attended Master Builders Annual Members meeting
<i>11 April 2024</i>	Attended LGNZ Rural and Provincial in Wellington
<i>12 April 2024</i>	Attended LGNZ Rural and Provincial in Wellington
<i>13 April 2024</i>	Attended Long Term Plan Engagement Event at Timaru Artisan Market Interviewed by One News regarding Rangitata Rail Bridge
<i>14 April 2024</i>	Interviewed by RNZ regarding Rangitata Rail Bridge
<i>15 April 2024</i>	Attended LTP Engagement Event– Temuka Drop in session Attended Temuka Community Board meeting
<i>16 April 2024</i>	Attended Standing Committee meetings Attended Council workshop Attended LTP Engagement Event – Cave Drop in
<i>17 April 2024</i>	Attended LTP Engagement Event - Christian Ministers Group Officially opened Copeland Ashcroft Legal office Attended Geraldine Community Board meeting
<i>18 April 2024</i>	Met with LGNZ Libraries Advisor meeting Attended LTP Engagement Event - Safer Communities Attended LGNZ roundtable online meeting
<i>19 April 2024</i>	Attended LTP Engagement meeting – Aged Concern Attended LTP Engagement meeting – Alpine Energy Ltd

In addition to these duties I spoke with 49 members of the public on issues of concern to them.

**Functions Attended by the Deputy Mayor for the Period 11 March 2024 to 28 April 2024.**

<i>12 April 2024</i>	Attended Exercise Ru Whenua (Civil Defence exercise) Attended TBHS ANZAC Service Attended Eid Al Fitr and presented certificates
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**Attachments**

**Nil**





**8.2 Schedule of Functions Attended by the Chief Executive****Author:** Alana Hobbs, Executive Support Coordinator**Authoriser:** Nigel Trainor, Chief Executive**Recommendation**

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

**Functions Attended by the Chief Executive for the Period 13 March 2024 and 18 April 2024.**

<i>13 March 2024</i>	Attended Theatre Royal & Heritage Facility Project Officers Meeting
<i>14 March 2024</i>	Meeting with General Manager Timaru District Holdings Limited
<i>19 March 2024</i>	Attended Extraordinary Council Meeting
<i>20 March 2024</i>	Attended Theatre Royal & Heritage Facility Governance Reference Group Meeting
<i>21 March 2024</i>	Attended Zone 5 & 6 Meeting
<i>22 March 2024</i>	Attended Zone 5 & 6 Meeting
<i>25 March 2024</i>	Meeting with representatives from Alpine Energy Meeting with representatives from Fulton Hogan
<i>26 March 2024</i>	Attended Aorangi Stadium Trust Meeting Attended People & Performance Committee Meeting Attended Council Meeting
<i>27 March 2024</i>	Meeting with Chief Executive Venture Timaru Ltd Meeting with South Canterbury Chamber of Commerce
<i>3 April 2024</i>	Meeting with representatives from Audit New Zealand Meeting with representatives from Alpine Energy Meeting with representatives from Timaru District Holdings Limited
<i>8 April 2024</i>	Meeting with Rangitata MP
<i>9 April 2024</i>	Attended Council Meeting
<i>10 April 2024</i>	Meeting with representatives from Fonterra
<i>15 April 2024</i>	Meeting with General Manager Timaru District Holdings Limited Attended Temuka Community Board Meeting
<i>16 April 2024</i>	Attended Tenders and Procurement Committee Meeting Attended Standing Committee Meeting Attended Pleasant Point Community Board Meeting

*17 April 2024*

Attended Theatre Royal and Heritage Facility Governance Reference Group Meeting

Attended Copeland Ashcroft opening

Attended Geraldine Community Board Meeting

Meetings were also held with various ratepayers, businesses and/or residents on a range of operational matters.

**Attachments**

**Nil**

## 9 Reports

### 9.1 Actions Register Update

**Author:** Rachel Scarlett, Governance Advisor

**Authoriser:** Paul Cooper, Acting Group Manager Commercial and Strategy

#### Recommendation

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

#### Purpose of Report

- 1 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.

#### 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 Council on the progress of each item.

#### Attachments

1. Council Actions Required [↓](#) 

**Information Requested from Councillors (Council)**

<b>Information Requested</b>	Budget Reallocation Trial		
<b>Date Raised:</b>	17 October 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Chief Financial Officer	<b>Completed Date:</b>	
<p>Background: The Councillors requested that a trial is to commence that includes officers work to advise the Chair of the relevant committee when budget reallocation occurs which is each Group Managers responsibility and provide an update to the Commercial and Strategy Committee in the Financial Report. This trial will be reviewed in March.</p> <p>Update: This has been implemented in the Monthly Financial Update to the Commercial and Strategy Committee for September 2023 and will continue to feature in these reports until a review of the trial in March 2024.</p>			

<b>Information Requested</b>	Trial Opening Aorangi Stadium Park in Weekends		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Group Manager Community Services and Group Manager Infrastructure	<b>Completed Date:</b>	April 2024
<p>Background: The Councillors requested that a trial is to commence on the opening of the current stadium on weekends over the January period.</p> <p>Update: This action is now completed. An MoU has been drawn up, risk assessment underway and Sports Canterbury are now leading the delivery of this project.</p>			

<b>Information Requested</b>	Workshop with Venture Timaru		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Acting Strategy and Corporate Planning Manager	<b>Completed Date:</b>	
<p>Background: The Councillors requested a workshop within the next three months to include an update on how much each major event funding a pplicant received and any history of funding.</p> <p>Update: In progress – time to be arranged with Venture Timaru.</p>			

<b>Information Requested</b>	Report requested on Ombudsman Report actions update		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	Complete
<b>Issue Owner</b>	Acting Strategy and Corporate Planning Manager	<b>Completed Date:</b>	13 February 2024
<p>Background: The Councillors requested a report to be brought to Council on the Ombudsman Report and an update of the actions being undertaken.</p> <p>Update: Report going to Council on 13 February 2024.</p>			

<b>Information Requested</b>	Investigate Payment Option for Freedom Campers		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Group Manager Infrastructure	<b>Completed Date:</b>	
<p>Background: The Councillors requested an investigation for a payment solution for our freedom camping areas – with a focus on Caroline Bay</p> <p>February 2024 Update: Currently investigating options and legislative framework that will allow for this.</p>			

March 2024 Update: The initial investigation is now complete and we are currently awaiting confirmation from the Department of Internal Affairs around what local authorities are legally permitted to do with regards to charging.

May 2024 Update: There are options to generate revenue from freedom camping and other traveller-based activities throughout the District.

By definition, Council cannot charge for the act of freedom camping itself. Further, legally, Council is unable to ban freedom camping entirely from the district, but could implement a bylaw to impose conditions on where and how it can or can't occur (s11 Freedom Camping Act 2011).

Revenue generating options include charging for complementary facilities such as toilets, parking and/ or requesting donations for the upkeep of facilities, and/ or introducing a bylaw and charging fines for any breaches, and/ or introducing dedicated campsites in known popular locations.

The benefits and costs of these initiatives are currently unknown and would require more detailed work to ascertain; for instance, we cannot currently advise the likely net cost of resourcing a prospective bylaw relative to the income generated, or the likely effect on the overall number of campers if charging or more "stringent" measures were to be introduced.

Direction is sought from Council whether Council wishes to progress, that a further report be presented to Council.

<b>Information Requested</b>	Investigate Traffic Management		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	Complete
<b>Issue Owner</b>	Group Manager Infrastructure	<b>Completed Date:</b>	07/05/2024
<p>Background: The Councillors requested a report on the cost of traffic management as a dollar value.</p> <p>February 2024 Update: Information has been gathered around current delivery model. An analysis of potential alternative options for delivery is underway which will be presented for consideration following completion.</p> <p>March 2024 Update: No further update.</p> <p>May 2024 Update: Report was presented to Infrastructure Committee on costs of various activities and projects for Temporary Traffic Management. There was a further requested for total cost of TTMM across Council. This information is not able to be delivered.</p>			

<b>Information Requested</b>	Investigate Subcontracting Across Council		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Group Manager Infrastructure	<b>Completed Date:</b>	
<p>Background: The Councillors requested a report on sub-contracting across council where sub-contracting is occurring with the consideration to if these services can be delivered in – house.</p> <p>Examples include – Street sweeping, rubbish collection.</p> <p>March 2024 Update: The Infrastructure Group is looking at alternative ways of carrying out various services, starting with the s17a review of Parks. Some of the identified opportunities will be included within the report on underutilised assets.</p> <p>May 2024 Update: Direction has now been received on Parks and Recreation services. Review of Public Place Waste Disposal is being carried out – seeking direction if there are other areas Councillors would like reviewed.</p>			

<b>Information Requested</b>	Investigate Small Trades		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Chief Financial Officer	<b>Completed Date:</b>	
<p>Background: The Councillors requested a report on Trades - investigate the value of small trades outside of large contracts with the consideration to these being offered in-house. With an analysis of both procurement and spend on invoices under \$10k.</p> <ul style="list-style-type: none"> <li>o Are we getting competitive pricing with a preferred supplier.</li> <li>o Do we get to a level whereby in-house provision of the particular trade could be the better way forward.</li> </ul> <p>Update: Investigation is in progress and will return to council once complete.</p>			

<b>Information Requested</b>	Process on Agenda Preparation		
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<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	ALL Group Manager's	<b>Completed Date:</b>	
<p>Background: The Councillors requested a clearer process around working with chair's on agendas, to ensure the timing is built in for the chairs to check the agendas and have further input.</p> <p>Update: Environmental Services held a meeting on 31 January 2024 with the committee Chair, Deputy Chair, Group Manager and Unit Managers to discuss the development of the process and set some parameters for continuous improvement.</p> <p>Infrastructure – discussed with committee Chair who confirmed they are comfortable with current agreed process.</p>			

<b>Information Requested</b>	Quarterly Activity Reports		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	ALL Group Manager's	<b>Completed Date:</b>	
<p>Background: The Councillors requested a quarterly activity reporting to also include quarterly forward work programme.</p> <p>Update: Infrastructure – the forward work programme for both Land Transport and Drainage and Water is currently available on the website, work is under way for Parks information to be available in the same format.</p>			

<b>Information Requested</b>	Underutilised Assets		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	Complete
<b>Issue Owner</b>	Manager of Property Services and Client Representative	<b>Completed Date:</b>	7 May 2024

**Background:**  
 The Councillors requested an investigation on assets that are not being utilised that could be sold. For example small pieces of land.

**Update:**  
 A property list has been sent to the Programme Delivery Manager for Infrastructure to check off and add or delete any properties, as well as note if they are available for possible sale/divestment. Manager of Property Services and Client Representative is working on the vertical property list. This should be tabled at the next meeting.

March 2024 Update – Work is continuing on this to present to Council for consideration.

26 March 2024 – The Councillors agreed to merge this action with the following: **Background:** Cllr Michelle Pye requested a review of all “non core” assets to determine if we are getting a commercial return on them or if they would be better sold.  
**Update:** Working through this action as part of the Underutilised assets action. This portion is under investigation and will return to council once completed.

May 2024 Update – The report on underutilised assets is being presented to the May Council meeting.

<b>Information Requested</b>	Template for Financial Impact		
<b>Date Raised:</b>	12 December 2023	<b>Status:</b>	On Going
<b>Issue Owner</b>	Chief Financial Officer	<b>Completed Date:</b>	
<p><b>Background:</b>                  The Councillors requested a template for financial impact when there is a recommendation to do something, rate or loan funded, ongoing costs, expiry of Capital projects.</p> <p><b>Update:</b> This is a work in progress and will be developed over time.</p>			

<b>Information Requested</b>	Social Housing		
<b>Date Raised:</b>	07 March 2024	<b>Status:</b>	

<b>Issue Owner:</b>	Manager of Property Services and Client Representative	<b>Due Date:</b>		<b>Completed Date:</b>	
<p>Background: Cllr Michelle Pye requested a report on Social Housing and whether Council should be delivering this or a community trust that would be better placed to apply for funding and have a sole focus of solving housing issues for more vulnerable members of our community.</p> <p>Update: A report on this will be on the agenda for the 26 March meeting.</p>					

<b>Information Requested</b>	Geraldine Water Main				
<b>Date Raised:</b>	06 March 2024			<b>Status:</b>	Complete
<b>Issue Owner:</b>	Group Manager Infrastructure	<b>Due Date:</b>		<b>Completed Date:</b>	17/04/2024
<p>Background: Cllr Gavin Oliver requested at the Geraldine Community Board a report on the water main burst numerous times and wants an update on when the pipe will be replaced to include data on how often it has been fixed in the last 5 years to come back to the Council as per the Mayor's request.</p> <p>March 2024 Update: An update will be provided to the Geraldine Community Board on 17 April.</p> <p>May 2024 Update: A report was presented to Geraldine Community Board on 17 April 2024.</p>					

<b>Information Requested</b>	Workshop on Water Standards				
<b>Date Raised:</b>	27 February 2024			<b>Status:</b>	On-going
<b>Issue Owner:</b>	Group Manager Infrastructure	<b>Due Date:</b>		<b>Completed Date:</b>	
<p>Background: Councillors agreed it would be beneficial to conduct a workshop on water standards based on what Council presented to the Department of Internal Affairs through previous LTP from the Draft Financial Strategy 2024-34 report.</p> <p>May 2024 Update: This workshop is scheduled for 30 July 2024.</p>					

<b>Information Requested</b>	Asset Management Programme			
<b>Date Raised:</b>	26 March 2024	<b>Status:</b>	On-going	
<b>Issue Owner:</b>	Group Manager Infrastructure	<b>Due Date:</b>		<b>Completed Date:</b>
<p>Background: Councillors requested for an asset management programme regarding the Parks and Greenspaces s17a Review Options report to be brought back to Council</p> <p>May 2024 Update: The preparation of a Parks and Greenspaces Asset Management Plan is underway. This will inform maintenance programmes and Level of Service that can be delivered within approved budgets. The delivery of this will be partially in-house and external contracted services as resolved by Council at the last meeting, this work is expected to be completed later this year and will be reported back to Council at the 17 September 2024 meeting.</p>				

<b>Information Requested</b>	List of Council Owned Properties			
<b>Date Raised:</b>	26 March 2024	<b>Status:</b>	On-going	
<b>Issue Owner:</b>	Manager of Property Services and Client Representative	<b>Due Date:</b>		<b>Completed Date:</b>
<p>Background: Councillors requested a list of Council owned properties and an explanation of why Council owns them.</p>				

**9.2 Affixing of the Common Seal****Author:** Jessica Kavanaugh, Team Leader Governance**Authoriser:** Stephen Doran, Group Manager Corporate and Communications**Recommendation**

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

1. 17 April 2024 – Approval of Warrants

**Purpose**

1. To report the Chief Executive has approved the Warrant of Appointments and is reporting that as required under the delegation manual (Clause 3.4.5).
2. To note the names have been redacted for the privacy of the employees.

**Attachments**

1. **Approval of Warrants - 17.04.24** [↓](#) 



**Approval of warrants**

I, Nigel Trainor, Chief Executive of the Timaru District Council have delegated authority pursuant to clause 3.4 of the Timaru District Council delegations manual to appoint and authorise the Council Officers listed in the table below, and issue warrants to those Council Officers under the relevant legislation and the Council's bylaws, including delegating the exercise of powers under those warrants, and affixing the Council's common seal to warrants. I hereby approve the attached warrants.



Nigel Bowen

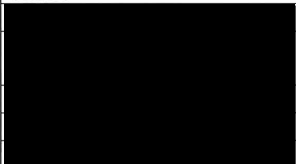


Nigel Trainor

17/4/24

Date



Name	Title	Unit
	Planning Manager – District Plan Review	Planning
	Planning Manager – Consents, Compliance & Strategy	Planning
	Subdivision and Monitoring Officer	Planning
	Intermediate Resource Consents Planner	Planning
	Building Compliance Officer	Building

 #1665688

### 9.3 Draft Waste Management and Minimisation Plan Consultation

**Author:** Grant Hamel, Waste Operations Manager

**Authoriser:** Andrew Dixon, Group Manager Infrastructure

#### Recommendation

That Council

1. Receives and notes the submissions and officer comments on the Draft Waste Management and Minimisation Plan.
2. Acknowledges, submitters who have spoken to their submissions, and;
3. Notes that all submissions will be considered as part of the deliberations on the Waste Management and Minimisation Plan.

#### Purpose of Report

- 1 To provide a summary of written submissions made regarding the Draft Waste Management and Minimisation Plan (WMMP) with accompanying officer comments.
- 2 To provide in accordance with Section 83(d) of the Local Government Act 2002, an opportunity for persons to present oral submissions to Council on the Draft WMMP.

#### Assessment of Significance

- 3 This matter is considered medium - high significance in terms of the Council's Significance and Engagement Policy. There are a significant number of affected people and a legislative requirement for consultation.

#### Background

- 4 The Waste Minimisation Act 2008 requires Council to complete a review of the Waste Management and Minimisation Plan every six years.
- 5 The previous WMMP was adopted in 2018 for the period 2018 – 2024.
- 6 A revised Draft Waste Management & Minimisation Plan was prepared that also recognised a number of legislative and government policy changes. (<https://www.timaru.govt.nz/tell-us/current-consultations/draft-waste-management-and-minimisation-plan-2024-2030>)
- 7 At the Infrastructure Committee meeting on 13 February 2024 the Statement of Proposal for community consultation in accordance with Section 83 of the Local Government Act 2002 was adopted.
- 8 The consultation, including the Statement of Proposal was promoted to the community via the TDC website, social media and in 'The Courier' a local community newspaper. Submissions closed on 22 March 2024.
- 9 Key stakeholders, such as Commercial Waste Contractors and the Sustainable South Canterbury Trust were contacted directly and invited to make a submission.

- 10 Submissions were made digitally through an online portal on the TDC website or by completing and returning a physical form.

**Discussion**

- 11 Seven written submissions have been received.
- 12 Of these three were made on behalf of organisations and four were made in a personal capacity. The full submissions are attached to this report together with Council Officer’s commentary.
- 13 Submissions were received from:

Submitter Name	Organisation
Excel Rentals Timaru	Timaru Landlords
Jono Halkett	
Oli Kirke	
John McKenzie	
Braden Clarke	South Canterbury Commercial Waste Providers
Bronwyn & Alister Paul	
Brian Gallagher	Sustainable South Canterbury Trust

- 14 Of the seven submissions, four submitters supported the Draft WMMP, and three submitters do not fully support the Draft WMMP with the current wording. All submissions are being considered as per Attachment 1.
- 15 The submissions either proposed amendments to the policy or recommended alternatives that could be considered.
- 16 Officers’ comments have been provided in response to the submission’s points in (Attachment 1.)
- 17 The general themes were:
  - Public Education
  - Bins for commercial businesses
  - Recent Kerbside Changes
  - Zero Waste Bins
  - Public Place Recycling
  - Waste Contract
  - Soft Plastics
  - Location of landfill (and resiliency risk?)



**Hearing Schedule**

- 18 Two submitters have requested to speak on their submission, which necessitates the holding of a Hearing. The Hearing is to be incorporated as part of this Council meeting.
- 19 A draft schedule is below. The information is correct at the time of writing, however, is subject to change prior to the meeting.

Hearing Time	Presenter Name	Organisation
3.10 pm	Braden Clarke	South Canterbury Commercial Waste Providers
3.20 pm	Brian Gallagher	Sustainable South Canterbury Trust

**Options and Preferred Option**

- 20 Option 1 - That Council receives and notes the submissions and officer comments on the Draft Waste Management and Minimisation Plan. (preferred option)  
  
The submissions will be heard and considered and any amendments as appropriate in preparing the final WMMP document. This final version will be presented to Council at the meeting on 25 June 2024.
- 21 Option 2 - That Council requires a full review of the Waste Management and Minimisation Plan as a result of the submissions and requests further consultation be carried out on an updated WMMP.  
  
If Council does not accept these submissions, further consultation will need to be carried out and the final WMMP cannot be finalised or adopted until this is completed.

**Consultation**

- 22 Consultation on the Draft WMMP has been undertaken. No further consultation is required if Council receives and notes these submissions.

**Relevant Legislation, Council Policy and Plans**

- 23 Waste Minimisation Act 2008
- 24 New Zealand Waste Strategy
- 25 Local Government Act 2002
- 26 Timaru District Waste Assessment 2023

**Financial and Funding Implications**

- 27 The WMMP is aligned with the current approved budgets and the Draft Long-Term Plan 2024-34. A review of waste charges including targeted rate is planned as part of the Long-Term Plan process.
- 28 The revised WMMP is also aligned with the Timaru District Council Waste Minimisation and Management Services Contract 2400.

**Other Considerations**

- 29 As noted above, the recent Kerbside changes are seeing changes in behaviour and attitude from some of the community. Officers will need to monitor this closely, both from a local and

a national perspective, and ensure Council are able to respond to any identified adverse changes in practice by the community.

- 30 Officers are also looking to include in the WMMP a focus on closer collaboration with our commercial stakeholders. In addition to EnviroNZ this will include the Sustainable South Canterbury Trust who manage the Crow's Nest and share the use of the Eco-Centre, the South Canterbury Commercial Waste Contractors and the business and farming communities.
- 31 The final plan, which takes into account the attached submissions, will be agile enough to changes in Government policy, innovations, market conditions and support any alternative waste sites that may impact.

### Attachments

1. **WMMP Submission table.docx** [↓](#) 

First Name	Surname	Organisation (if applicable)	Make any comments about why you do or do not support the Proposal	What changes, if any, would you like to see to what is proposed	Officer Comment
Excel Rentals	Timaru Landlords	Excel Rentals, Timaru	No	All houses should have large red bins as standard and emptied weekly, the small fortnightly bins are fine for single or couples in units, but certainly not for families in houses. We already supply large bins to all our tenants bar one set of flats which both have single occupancy. As I am going around doing inspections, I'm asking how they are managing with one large with the new rule changes and offering them if they need them. It's beyond ridiculous, my flats don't require green bins, I know my own place the recycling is half full and green empty now because of the new bins.	<b>There are significant additional costs with upsizing the rubbish (red) bins from the standard size (140 litre) to the large size (240 litre). The costs are associated with an increased waste levy as more rubbish will be going to landfill and the long-term cost that by sending more rubbish to landfill this will shorten the lifetime of the Redruth landfill. The life-time estimation, based on current volumes, is that the landfill will be full in 2050. In respect of the green bins there usage is anecdotally dropping since the changes were made to the Kerbside recycling on 1 February 2024. Our rating system charges 1 set i.e. 1 Standard Red Bin and 1 Large Yellow and Green bin against each property.</b>

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Jono	Halkett		It could include more on the mechanism that the Council uses for delivering waste services.	I would like to see consideration of how the Council delivers this service to the community. I believe Timaru District Council (and Waimate and Mackenzie) should consider delivering this service in-house and moving away from long-term contracts. By keeping services in-house, the Council has ultimate quality and cost control, far greater transparency (no commercial sensitivity), and removes the incentive for profit over community well-being - ultimately better for the community, the Council as an organisation, and the staff with their boots on the ground. I believe this is a worthwhile consideration, as this approach aligns better with the Council's mission to serve the community.	<b>The Waste Contract with EnviroNZ is a long-term contract of 15 years + 5 years. There are very specific clauses and conditions that apply should the Principal or the Contractor seek to terminate the contract. There would also be significant up-front costs for TDC to bring the waste services 'in-house'. These include acquiring the appropriate vehicles, equipment and staff necessary to operate the waste services. Prior to the contract ending, Council officers will follow due process, such as a s 17A review on providing future waste services</b>
Oli	Kirke		I support it. These are good goals that should be actioned out.	I think that Soft Plastics Recycling should be incorporated into the RRP, and be part of kerbside collection. It will make things a lot more convenient and cheaper for residents than buying separate recycling bags. Also, while this is very costly and is more likely not to happen, there should be less bins, not more. It will just confuse residents. The Council should invest in technologies that are able to scan and separate waste based on its recoverability, removing the burden off the resident. The	<b>A soft plastics recycling scheme, which is part of the voluntary government accredited product stewardship scheme, has started in recent years in some districts. Officers have been in touch with the scheme organisers to</b>

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				<p>Council should encourage and maybe legislate local businesses to use renewable packaging, and pressure Central Government for wider legislature making it compulsory to use renewable packaging. Finally, I think Ecan is aware of this and leading an investigation, but the Redruth RRP is very close to the sea. Audits will need to be conducted to make sure that in the event of a tsunami, the landfill does not all get sucked into the sea.</p>	<p><b>see if they will be extending this to the Timaru District. They advised that Timaru was not yet part of their plans, but they are certainly looking to expand in the future. The scheme is currently primarily managed through supermarkets.</b></p> <p><b>Although it would be impossible to completely negate the damage caused by a major natural disaster, Redruth Resource Recovery Park has mitigation measures in place to minimise the potential impact, which includes covering the landfill site with daily cover.</b></p>
John	McKenzie	N/A		<p>I generally support the draft WMMP, but propose that the draft incorporate the following additional matters:-</p> <ol style="list-style-type: none"> <li>1. At section <b>5.2 ‘Challenges’</b> – there needs to be considerable content added here recognising the need to address public education and awareness with regard to solid waste, diversion, recycling and the cost of disposal to landfill, (both cost and</li> </ol>	<p><b>The community waste education is now with EnviroNZ who provide two educators that are shared throughout the Timaru, Mackenzie and Waimate Districts. TDC Waste Management Team</b></p>

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				<p>environmental impact). Many residents are very unaware of the need to reduce their waste and recycling options, it seems that their interest ends when their wheelie bin is collected at the kerbside. The advisory stickers attached to household wheelie bins are an excellent way of assisting decision making on which bin to use for disposal, plus there are many other ways to increase public awareness the Eco Centre and staff involved in community education do an excellent job.</p> <p>2. The NZWS direction for <b>pizza boxes and food wrappers</b> to be recycled via the yellow top bin does not make sense due to the risk of contamination of clean recyclables. The Timaru District Plan should advocate for change to the NZWS.</p> <p>3. <b>Litter Bins</b> in public spaces don't seem to be addressed in the draft WMMP. These facilities are important as solid waste collected is simply land fill. More recycling stations should be used in public spaces, (multi bin collection points as per Caroline Bay). The removal of the old traditional litter bins in public places is regrettable, it not only reduces the convenience of disposing of waste in public places but it undermines the actions of residents that pick up litter in those public places and acts as a disincentive/results in more litter remaining &amp; normalising the practice of dropping litter. Improved emptying of these litter bins is suggested, particularly before weekends as they are sometimes overflowing on a Sunday. Liaison with MacDonaldis and KFC to reduce the food wrappers dropped as litter should also be increased,</p>	<p><b>propose to continue to work closely with them and incorporate recommendations into the final WMMP. Council provide financial support via the Waste Levy and will continue this and consider options of extending this support.</b></p> <p><b>In regards to stickers on bins there are significant costs associated with this. Officers are considering more economical options of sharing this information with the community. This will potentially include a brochure enclosed with rates accounts, website updates, social media and print information.</b></p> <p><b>TDC like other Territorial Authorities, is providing feedback to the Ministry for the Environment on areas such as pizza boxes and potential contamination is certainly an issue.</b></p>
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				<p>locations such as Ashbury Park and neighbouring car parks often have numerous McLitter.</p> <p>PS It would assist public participation to have an interactive submission form instead of the pdf offered. The Timaru District Plan should be leading the way with information technology in public consultation.</p>	<p><b>The issue of litter bins in public spaces is under review. It is true that additional bins create more opportunities to dispose of litter, but they also have a financial impact. Unfortunately, many of our public bins get contaminated and therefore the contents of the bins go to landfill, as opposed to recycling. Other bin options are currently being reviewed and staff are also watching other national and international developments in this area.</b></p>
Braden	Clark	South Canterbury Commercial Waste Providers	<p>We do not support the proposal as mentioned on page 18. Table 4 Item 2, 2.3 “consider allowing businesses to opt in to A Four Bin Service”. Also Table 4, Item 2,2.1 “continue to provide event bins”.</p>	<p>To remove any additional sets of bins from commercial businesses and limit each rating unit to one set of bins with one extra set available for residential customers only.</p> <p>At present commercial customers have existing extra sets these are to be phased out and removed by 30 June 2025. The current event sets in use are subsidised by ratepayers there would be some cost savings to Timaru District Council.</p> <p>No future bookings to be taken only current confirmed bookings to be completed.</p>	<p><b>Zero Waste Bins have been provided to events for many years. However when collected and emptied the bins are often contaminated and therefore these bins get sent to landfill and not to recycling or organics. TDC has been meeting the cost of these bins, including the delivery, collection</b></p>

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				<p>Timaru District Council to direct all inquiries regarding event to local waste providers.</p>	<p><b>and disposal to landfill and this cost is similar to sponsorship. Officers do consider there may be a compromise available, such as TDC still provides the bins, but the event organisers liaise directly with commercial waste operators regarding the waste protocols in place at the event and the collection and disposal of the waste, recycling and organics.</b></p>
Alister and Bronwyn	Paul			<p>At the moment we are taking our soft plastic to Oamaru Refuse Centre. It would be great to be able to drop them off at Timaru Refuse Centre.</p> <p>The reintroduction of putting paper hankies, paper towels and wrapping scraps in newspaper in the green bin.</p>	<p><b>A soft plastics recycling scheme, which is part of the voluntary government accredited product stewardship scheme, has started in recent years in some districts. Officers have been in touch with the scheme organisers to see if they will be extending this to the Timaru District. They advised that Timaru was not yet part of their plans, but they are certainly looking to expand in the future. The scheme is</b></p>

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					<p>currently primarily managed through supermarkets.</p> <p>The removal of paper hankies, paper towels and the wrapping of scraps in newspaper in the green bin has been the subject of much feedback from the community. Council officers are working on communications that advises that paper or cardboard is able to be used as a liner in the green bin, as long as this is kept to a minimum. This is a discretionary power that Territorial Authorities have. In addition the Ministry for the Environment are conducting an upcoming research project in several areas, of which Timaru is one. They are researching what is in the green bin and why residents do/don't put food scraps in the green bin. Some interesting information is</p>
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					likely to come out of the national research and the findings will be publically available.
Brian	Gallagher	Sustainable South Canterbury Trust		<p><b>2 What informs the plan? / He aha ōna pūtaketanga?</b> As part of the planning framework in figure 2, the Council needs to incorporate supporting links to an overall sustainability framework that will integrate with waste management and waste minimisation. The United Nations sustainable Development Goals provide a guiding template for the Council to use.</p> <p><b>SSCT Supports the Vision</b> “By 2050, the South Canterbury Region is a low-emissions, low-waste society built upon a circular economy”.</p> <p><b>4.1.1 Services provided by Council</b> This description does not provide any details of the services provided by the Sustainable South Canterbury Trust under contract to the Council. This includes the collection of reusable items from the transfer stations, preparing items for recycling, e.g. e-waste, as well as large goods collection from properties. The Trust manages and operates the Crow’s Nest under contract to the Council.</p> <p><b>4.3 Volume and composition of our waste</b> While smaller in volume compared to the main waste categories approximately 300 tonnes is repurposed to the community via the Crow’s Nest reuse shop each year. Even more telling has been the increase of people using</p>	<p><b>Re 2 – We will follow this up as per the feedback and consider what integration is required.</b></p> <p><b>Re 4.1.1 &amp; 4.3 – Officers will update this in the Final Draft. Sustainable South Canterbury Trust (SSCT) are a major stakeholder in our WMMP plan and provide excellent options to ensure materials are reused and repurposed as part of the circular economy.</b></p>

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				<p>the Crow’s Nest, upwards of 32,000 paying customers per year.</p> <p><b>5.3 Identified district waste opportunities</b>  <b>1. Promote upstream waste hierarchy and circular economy principles</b>                  SSCT is investigating options to promote the United Nations Sustainable Development Goals as a community pilot project. As part of this potential project is scope to incorporate waste hierarchy and circular economy principles. SSCT would look to leverage funding from other parties to fund this initiative.</p> <p><b>Part B – Action Plan- SSCT supports the Actions</b>                  SSCT is willing to work further with Council for Actions 1.1 to 1.3. The Trust can provide additional resource with further information and activities to support these actions- refer Appendix 1. Utilisation of the EcoCentre is a key catalyst for community interaction. Support 3.3; Continue to operate TS in Temuka, Pleasant Point and Geraldine, as well the Redruth RRP, Eco-centre and Crow’s Nest Reuse Shop</p> <p>Support 4. Support diversion activities for C&amp;D waste. Investigate scope for further demolition reuse opportunity through the Crow’s Nest.</p> <p>5.2 Expand scope to further develop potential facilities to compliment the Crow’s Nest and EcoCentre. Undertake a strategic review of the adjoining Redruth landfill areas for future planning and enhancement of the Crow’s Nest and</p>	<p><b>Re 5 – Point noted</b></p> <p><b>Re Part B Action Plan – These comments are very much appreciated. As above SSCT are a major Shareholder and Officers will review the plan to ensure their current and future</b></p>
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				<p>EcoCentre areas and activities.</p> <p><b>2.2 Waste minimisation levy funding expenditure</b>                  SSCT supports levy funding for waste minimisation activities that can be provided by the Trust to the Council.</p> <p><b>Appendix 1</b></p> <p>Areas where the EcoCentre could usefully contribute to the hierarchy of waste management strategy in addition to existing work of Crow's Nest: mostly at the Circular Management level.</p> <p>4. Educational activity for building trades and building designers on sustainability, specifically about improving site-based recycling, design for waste minimisation (cost efficiency) and reducing putrescible waste to landfill, which then cuts methane emissions. Example of re-think and redesign to avoid waste.</p> <p>Potential for partnering with BRANZ, EECA and MfE who otherwise only reach Christchurch and Dunedin with events. Our target 'reach' could be the area Ashburton to Waimate to Twizel.</p> <p>5. <b>Participate in a public/community education effort in-conjunction TDC Climate Change Advisor in 2024-25 to promote lower-carbon living</b>, within which reducing methane-generating waste is a key focus. Would include promoting home composting, worm</p>	
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				<p>farms, EM Bokashi and use of processed waste in home food growing, thereby minimising putrescibles to landfill. (other aspects involve lower carbon travel choices and patterns, shopping for less packaging, selecting efficient and longer-lasting appliances, clean heating, improving home insulation, etc.) Utilising the EcoCentre for community workshop sessions, helping to distribute print materials and online links via social media. Include within school visit subject options, showing connections to the wider context beyond waste but using it as a ‘way in’.</p> <p>3 Trial to host <b>clothing swap sessions</b> to prolong the life of fashion items or clothing upcycling, as they represent a significant waste category and are mostly unrecyclable synthetics. The idea is that participants bring some and take some. Non-swapped and donated items could go to Crow’s Nest for a second chance? Value in keeping clothing in use and reducing purchase of fast fashions that have short life before landfill.</p> <p>Background reference examples for Alice:  <a href="https://party.pro/swap/">https://party.pro/swap/</a> and  <a href="https://www.oprah.com/style/clothing-swap-how-to-host-a-clothing-swap/all">https://www.oprah.com/style/clothing-swap-how-to-host-a-clothing-swap/all</a> and  <a href="https://www.hopper.nz/facebook-events/everybodys-clothing-swap">https://www.hopper.nz/facebook-events/everybodys-clothing-swap</a> and</p>	
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				<p><a href="https://www.eventbrite.co.nz/e/dress-for-success-style-and-swap-party-tickets-858441340157?aff=ebdssbdestsearch">https://www.eventbrite.co.nz/e/dress-for-success-style-and-swap-party-tickets-858441340157?aff=ebdssbdestsearch</a></p> <p><b>5. Education with Schools.</b> As part of the education programme working alongside Enviro NZ Educators, the Trust’s EcoCentre Activator presents about second hand shopping, the value of reuse and recycling. As part of the session she takes students on a tour of the Crows Nest. The students do a scavenger hunt when they find various things for sale including finding things they would like to buy for themselves, friends and loved ones. An opportunity for students to realise the value in reusing and second - hand products.</p> <p><b>6. BYO Cup focus</b> In 2023 Trust’s EcoCentre Activator and the Enviro NZ Waste Minimisation Educators had a BYO Cup focus during Recycling Week, October. Promotion through posters and conversations on the main street of Timaru, through cafes (business owners), social media and newsletters. It also made it on the local radio and newspaper. 2024 we aim to have the same focus and move onto a new focus for 2025. This is a service the compliments expanded areas that are not fully covered by the Enviro NZ team</p>	
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				<p><b>7. Community Sessions are provided by the Trust which includes waste minimisation as part of the overall sustainability communication to the community.</b></p> <p><b>In the period from 1/7/22 to 30/6/23 we had 107 bookings to use the EcoCentre. To date from 1/7/23 to 1/6/24 we have 159 bookings. Our utilisation and communication with the community is growing.</b></p> <p><b>One example,</b> In 2023 Alice hosted a movie night featuring The Story of Stuff with a panel of 4 people to discuss related waste topics afterwards. This was a great success and plans for 2024 include another movie night with topics about fast fashion. Movie options could include The True Cost or Fashion Reimagined.</p>	

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#### 9.4 Ratification of the Timaru District Council Infrastructure Design Standard

**Author:** Kevin Kemp, Storm Water Team Leader

**Authoriser:** Andrew Dixon, Group Manager Infrastructure

##### **Recommendation**

That the Council adopt the Timaru District Council Infrastructure Design Standard as the Land Development and Infrastructure Standards for Timaru District.

##### **Purpose of Report**

- 1 To consider the Draft Timaru District Council Infrastructure Design Standard (IDS) document for adoption.

##### **Assessment of Significance**

- 2 This matter is considered of low significance in terms of the Council's Significance and Engagement Policy. The IDS is of primary interest to the development community who have been engaged with the development of the standard and internal Council infrastructure designers.

##### **Background**

- 3 Timaru District Council is in the process of implementing an Engineering Code of Practice, including an IDS and Construction Standards.
- 4 During the Timaru District Plan Review, a decision was made not to include infrastructure design standards within the Timaru District Plan and have them sit within a separate Council Standard.
- 5 This will allow the Council Standards to be more easily updated, much the same as Council standard infrastructure drawings are currently updated based on industry best practice, outside of the Resource Management Act (RMA) 1991 Plan Change process.
- 6 The Timaru District Council (TDC) IDS is based on the Christchurch City Council (CCC) equivalent. TDC was given permission to utilize and modify the CCC IDS to suit land development and subdivision infrastructure design in the Timaru District. This allowed TDC to benefit from both the knowledge and learnings within the CCC IDS from its 10-year existence.
- 7 TDC decided to develop a separate Code of Practice based on the CCC IDS for use within the wider Timaru District. The TDC IDS will act as a blueprint for Council and Developers to undertake Land Development and Infrastructure projects across the district. The TDC IDS in combination with TDC Infrastructure Construction Specifications and Standard Drawings form the TDC Engineering Code of Practice.
- 8 The TDC IDS will be reviewed and revised on a regular basis much the same as the CCC IDS, to maintain consistency with industry standards and best practices. This review and revision will likely be undertaken on a bi-annual basis.



- 9 This document provides the TDC infrastructure requirements and procedures to support land development providing more assurance on what will be required for new subdivisions and developments and therefore greater cost certainty.
- 10 The IDS identifies the requirements for undertaking Land Development within the district and the process to be undertaken to vest new infrastructure assets.
- 11 IDS processes cover design requirements for Geotechnical, Three Waters and Roding components of Land Development projects as well as Consenting and Documentation requirements when new assets will be operated and maintained by TDC.

**Discussion**

- 12 The IDS is a means of compliance to meet the requirements of the Operative Timaru District Plan and Resource Consent Decisions in respect of Land Development and Subdivision projects within the district.
- 13 The IDS will also establish the minimum standards for Timaru District Council projects when designing infrastructure renewals, upgrades, and expansion. As this document does not have the legal status that the District Plan has, legal advice has recommended that providing the standard has been through a consultation process with stakeholders and adopted by Council then this standard can be nominated in resource consent conditions.
- 14 The IDS sets a standard procedure for developers within Timaru District to understand the requirements that TDC has for new land development and subdivision. This knowledge will better assist in pricing the cost of land development as the required physical infrastructure and Council Infrastructure Group approval requirements and processes are clearly outlined. This has been supported by the development community.
- 15 The IDS provides templates and other technical forms for developers to utilise when applying for consents from Council and submitting test results and certifications during and at the completion of construction.
- 16 These templates and forms standardise the documentation that Council receives from developers simplifying the processing of consent applications.

**Options and Preferred Option**

- 17 Option 1 (preferred option) is to adopt the Draft IDS as the design standard for Land Development and Subdivision Infrastructure in the Timaru District.

Advantages	Disadvantages
Easily updated on Bi-annual schedule	Not a legislatively enforceable but has some compliance weight
Sets Standard Specific to Timaru District	
Able to be updated to industry best practice	
Provides surety to development community of Council requirements	
Generally supported by development community	
Sets pathway for non-conforming practices to be approved through appropriate evidence	

- 18 Option 2 is to continue to use of NZS4404:2010 Land Development and Subdivision Infrastructure Standard.

Advantages	Disadvantages
National Standard	Updates not forthcoming from Standards NZ
Well known standard in development community	Requires modification to align with specific district requirements.
Provides surety to development community of requirements.	Not a legislatively enforceable.

**Consultation**

- 19 With the infrastructure standards not linked to the proposed District Plan the enforceability of the standards is reduced. Advice received and the experience of other Canterbury Council’s, if these standards are subject to robust development process with relevant stakeholders including formal consultation, the legal standing is increased.
- 20 An initial targeted Consultation to local engineering and surveying consultants was completed in early 2021, requesting any comments on the early draft of the document.
- 21 The final draft of the IDS can be reviewed on-line through the hyperlink, [https://www.timaru.govt.nz/ data/assets/pdf file/0011/822728/COMPLETE-STANDARD.pdf](https://www.timaru.govt.nz/data/assets/pdf_file/0011/822728/COMPLETE-STANDARD.pdf) . This document was publicly notified and open for consultation on 11 December 2023 and closed on 23 February 2024.
- 22 This consultation was also directly notified to the development community in the Timaru District, including a cross-section of Civil Engineering and Construction firms, Surveyors, Builders and Land Development companies.
- 23 The consultation resulted in 4 submissions from the community: Waka Kotahi NZTA, Fire and Emergency New Zealand, Milward Finlay Lobb Ltd and Rooney Group Ltd
- 24 The submissions in general were supportive of the IDS and the clarity it provides for development processes in the Timaru District.
- 25 Some relief was sought around removal of incorrectly referenced RMA statutory processes and inclusion of further reference to the *Fire Service Code of Practice* and *Fire Service Designs’ Guide*.
- 26 Some amendments were made based on the public submissions received.
- 27 Refer to IDS Submissions, this document outlines the submission points and actions taken. (Attachment 1)

**Relevant Legislation, Council Policy and Plans**

- 28 Local Government Act 2002
- 29 Resource Management Act 1991
- 30 Timaru District Consolidated Bylaws
- 31 Proposed Timaru District Plan

**Financial and Funding Implications**

- 32 No funding is required for the adoption of the IDS.
- 33 Future officer time and external support may be required when reviews of the IDS are initiated on a bi-annual basis.

**Other Considerations**

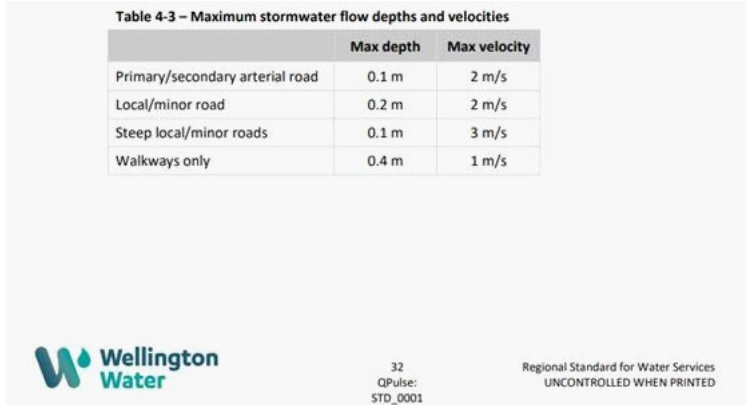
- 34 There are no other considerations.

**Attachments**

- 1. **Infrastructure Design Standard Submissions** [!\[\]\(67ff022fd78f943b679992c2874bbfd1\_img.jpg\)](#) 

Complete Submissions List on Timaru District Council Infrastructure Design Standard - Notified 11 December 2023 - 23 February 2024

Submitter	Chapter	Title	Part	Comment	Action Taken
Milward Finlay Lobb Ltd	1	Introduction		All looks good.	
	2	General Requirements			
			2.4	Already discussed, but that 600mm reference for service consent into a section. But, you said there is discretion around this. Is it possible to put "TDC discretion" in it, to allow for future people in case staff changes and they take the wording too literal.	Changes made to the final paragraph to clarify the discretion of the lateral.
			2.5.5	After Geraldine Downs, there is a " when it should be a ,	Correction made
			2.5.7	states the DP doesn't take into account coastal inundation and climate change. Is this true? There is a coastal inundation layer and the OPUS rainfall data takes climate change into account.	Removed reference to "The TDP does not directly address climate change...".
			2.8.1	MFL uses the 2016 datum and LINZ have stopped recognising the 1937 Lyttleton Datum as an official datum. (according to Andrew Rabbidge).	The adjustment to NZVD 2016 may be done following further consultation across Council Units.
			2.11.1	can we add that "the council will inform the developer <u>and or engineer to the contract</u> "	Addition made as proposed.
			2.13.1	Would it be beneficial to define the margin required for bonding? Say 50%.	Addition made as proposed.
			Appendix I, Figure 3.	can the water be colour blue and stormwater be colour green as industry standard? There are a lot of good templates standards and work that has gone into this chapter, we really do appreciate it.	This change requires more consideration from Council's drainage and water unit.
	3	Quality Assurance			
			Appendix VII	Will this completion certificate replace NZS4404: Schedule 1C? or is this in conjunction with?	Replaces the use of Schedule 1C
			Appendix VIII	Will this replace the NZS4404 Schedule 1B?	Replaces the use of Schedule 1B
				Again, this sets out a very good minimum requirement from designers and contractors. There are numerous good templates which we will be adopting and expanding from now on.	
	4	Geotechnical Requirements			
			4.2	References unsuitable historic fill. Can TDC give us access to this layer, or do we need to ask for this for each project?	Historic fill is registered in Council's Hazard Register, supplied at time of LIM applications and upon request
			4.3.1	Is it possible to include a Structural Engineer as a geo professional too. As discussed, this will be for bearing and liquefaction generally. Slope stability would be outside the scope of a structural Engineer	Structural Engineering Providing assessment on bearing and liquefaction would fit under 'Suitably Qualified Experienced Practitioner' outlined in 4.3.2
			4.7.1	Can you define who the council is that consent may be required from? (can be "if global consent is operative, TDC, otherwise ECan" or some other style of wording.	Consent from TDC through the Engineering Design Acceptance process
			4.8.2	The ECan guidance on ESCP talks about flow paths, not flow rates. Is it possible to remove the requirement for flow rates to be included in the ESCP report? As mentioned, we have never had to look into this and neither have other Engineers we have talked to.	Flow rates dictate scour potential. Managing flow rates of dirty and clean runoff during a rain event is a key principle in erosion and sediment control.
			Appendix I	if geo professional isn't updated. Can this form please then include Engineer in addition to Geo Professional.	SQEP included in form
	5	Stormwater and Land Drainage			
			5.1.2	HIRDS, can this please have a note that the HIRDS/ NIWA information is superseded by the document at the end of Appendix E.	Note added

			5.3	mentions treatment of stormwater runoff from uncoated roofs. The new DP removes the ability to do any new uncoated roofs. So any extension to an existing building will have a coated roof. It does state that this is only a condition that “may” be included though.	No Change at this time
			5.4.1	says “certification applies all “should this read “certification applies <u>to</u> all “	Change Made
			5.5.2	references the 1937 Datum again. This may require a further discussion about whether to keep this or move the 2016 Datum.	The adjustment to NZVD 2016 may be done following further consultation across Council Units.
			5.6.2	Table 3.2. As shown, a 24 hour event is impractical to meet stormwater neutrality. We propose this is changed to 1 hour (and change the proposed DP too). If this is to be kept, then can a clause be added that says “or to the time of concentration as calculated for the receiving environment “	No Change at this time
			5.6.4	(this one is just an FYI) we did an evaluation of stormwater run-off at an overarching level and shown that compliance can likely be achieved, otherwise an ECan consent may be required after further detailed design. So, what level of assessment is required?	No Change at this time
			5.7.2	maybe the below table could be added for a definition of what is a “passable “ road with stormwater ponding  	Consider insertion for Version 2
			5.7.4	why must the freeboard be increased if ponding on the crown of the road exceeds 100mm? Trying to understand the science behind this. If there isn’t any science, can this sentence be deleted?	The trigger from 4404 and E1 for freeboard is 100mm ponding on a property, with an increase in depth, there is an increase in displacement which will increase the wave
			5.11.3	is it possible to put the minimum cover requirements here, rather than referencing another TDC document? Just to keep things in 1 easy to read document? (This document was and is, very easy to read)	Adjustments made
			5.11.7	Where did the 10L/s come from for sump limits? Brian always had designed his to 20L/s which would be the capacity of a 150mm diameter outflow pipe on a standard 1 in 100 gradient.	more frequent sumps are preferable - No Changes made
			5.12.1	mentions taking laterals 1m into the property, but as mentioned 2.4 in the General Requirements section said 600mm. Can we add a note about TDC discretion to avoid any future confusion? Or make them both the same number? This clause also references at least 600mm in another bullet point.	1m reference is reference to separation from K&C crossing cutdown
				If we can show compliance with the LWRP, then will TDC or ECan be able to over turn that and not allow connections to swales or soak pits? (provided they are acceptable to the area, ie no soak pits in clay).	If discharge complies with LWRP or SMPs, then connection will be permitted, exception sits with discharges to road side swales (attenuation and discharge management would be necessary)
			5.14.3	will wrapping pipes in a geotextile actually improve a pipes chances in a liquefiable soil?	Advice pulled straight from CCC IDS

			Appendix A	the storwater management plan map seems to cut off some potential future development areas. Such as the currently zoned rural portion of O'Neill place.	This land is not included in FDAs
			Appendix B	Table 2 discusses setbacks. Please add a clause excluding retaining walls as "structures ". Unfortunately we know what can happen otherwise.	No Change made.
			Appendix B	Table 3 will all swales require the underdrain if their slope is below 2% now?	Yes
			Appendix B	eqn 6-6 the 0.8m/s velocity limit, just confirming this is for the 20% event?	Reference to 10% AEP, as the standard design storm for new development
			Appendix B	Table 4. Mentions 800mm above the seasonal high water table. The LWRP states 1m. Can this please be changed to 1m, unless the 800mm excludes some drainage media at the base of at least 200mm.	Correction made
			Appendix B	Figure 10, is this figure generic, or will the 3m setback of soakpits be enforced? BRANZ suggests only 2m for compliance with the Building Code. So, there might be some issue between having different numbers.	3m to be followed
			Appendix B	Table 7. The 3m setback is mentioned for infiltration devices. Refer the above comment.	Same as above
			Appendix B	Soakpit Case Study. It would be beneficial if all durations up to 24 hour were analysed to ensure designers and future TDC employees don't think a soakpit only has to meet the 10 minute event (hopefully they will know, but future proofing).	Amendments made
			Appendix B	Infiltration Basin. States only up to a 1% 1 hour event. Should this be expanded to include up to 24 hour events? More in line with NZS4404 where they discuss AEP, not Tc.	
			Appendix D	Table 4.2, same comment as 5.6.2 above.	No change
			Appendix D	references the TDC rainfall date, hence the requirement for an additional note around the HIRDS definition.	Change made to HIRDS definition
			Appendix D	worked example neutrality. We have run the numbers and shown these to you for how to achieve neutrality for a 24 hour event. A 50m2 area holding tank is required for a 580m2 site. This isn't feasible and why we would like the additional note about "or time of concentration for the 10% AEP event for the receiving environment" or similar text.	No Change, further discussion to be had prior to next review
			Appendix G	is written with the assumption TDC has already obtained their global consent from ECan. Wanting ESCP submitted and approved by TDC.	No Change, where ESCP are not an ECan requirement, they still require TDC approval
	6	Wastewater drainage			
			6.4	Table 1. Where did the residential number come from? I would have thought 2m3/day. If we allow for 300m2 sites, this equates to a flow of 0.0473m3/ha/min rather than the 0.0245m3/ha/min in the table.	Pulled direct from Operative District Plan
			6.4.8	do you want to reference "or minimum in G13 of the NZ building code" in case the 100mm minimum changes.	Reference added
			6.12.2	Can you add the minimum cover requirements to this clause. Just as a raw number?	Cover is often dependent on the existing infrastructure.
			6.14	same question as 5.14.3 above.	No Change
			6.14.2	Engineers typically use the ultimate limit state bearing pressure. Allowable stresses are the terminology used in the past. A 50kPa allowable stress would be equivalent of a 150kPa ultimate bearing (with a safety factor of 3). Technically we can reduce this safety factor to 2 under the building code. But 3 is what NZS3604 uses as a generic standard.	Reference could be added in the future or Non-conformance identified
	7	Water Supply			
			7.3.5	Allowable bearing used. Consider comment from 6.14.2 above.	see above

			7.4	Would the developer be expected to cover the full cost of a water pipe extension if there was scope for future development further up?	Negotiation for Council Contribution is possible when there is potential for future growth, only when the capacity of the line to the service the site in question is upsized to allow for service to the future growth area.
			7.4.2	Discusses a minimum storage capacity of 10,000L for rural. Should this be expanded to 20,000L with at least 10,000L to include fire service supply? Or at least a note mentioning that further storage may be required for fire? I know 7.4.3 and 7.4.4 kinda touch on this, but could be missed.	Reference to Fire Service Code of Practice and alternative water supply for fire fighting was added to 7.4.3, also requested by FENZ
			7.4.4	will we be required to test every water pipe to ensure there is enough pressure? Or will TDC advise at time of consent?	Peak demand Level of service confirmation can be supplied by Council.
			7.5.5	Will TDC know at the time of consent if minimum pressures are going to be possible, or does this need to be tested at design stage?	Council can supply confirmation of minimum pressure at the site boundary at the consent stage.
			7.8.7	Allowable bearing pressure is referenced again. Would 300kPa ultimate bearing pressure be suitable? (Safety factor of 2 and is a universally recognised "good " bearing pressure to achieve.	Reference could be added in the future or Non-conformance identified
	8	Roading			
			8.4.1	when is a safety audit required? What scale of development or speed of road. '	Preferred timing is at Resource Consent stage, if a new intersection/new road/non-conforming road is proposed, Audit is required
			8.5.2	Will cycleway facilities be required for all major developments, involving roads?	Proposed TDP dictates when/scale of facilities required
			8.12.11	if a retaining wall is required for the steeper batters. Will a building consent be required since it is technically a surcharge?	The Building Unit would be the authority on whether a consent is required, this should be confirmed prior to an application
			8.16.2	What does the last paragraph refer to? A 1 in 500 gradient wouldn't be achievable by any machine operator or material.	Reference comes from CCC IDS, could be necessary in flat townships.
			8.17	Lighting is Part 10, not Part 11.	Correction made
	9	Utilities		Very good tables in this section.	
	10	Lighting		No comments.	
	11	As-built records		There is no reference to a datum in these clauses. Does the 2016 Datum need to be added?	The use of NZVD 2016 may be included following further consultation across Council Units.
			11.4.6	says part 11, should say part 10.	Correction made
Rooney Group Ltd	2	General Requirements	2.5.1	RMA fees are set separately, invoiced separately, and are due following the issue of the invoice. There is a process for a consent holder to work through to object to an invoice under the RMA, as well as usual process of querying an invoice. It is not appropriate for Council to state in its Infrastructure Design Standard that RMA planning fees are due prior to the release of the section 224(c) certificate when this is not stated anywhere else.	Reference to payment prior to 224c removed from Clause 2.5.1.
Fire and Emergency NZ	7	Water Supply	7.4.3	Fire and Emergency support in part the fire service requirement. This provision provides for the design of water supply in a reticulated area to meet the requirements of Fire Service Code of Practice with regard to flows, pressure and spacing of hydrants. It is the preference of Fire and Emergency that new developments connect to the reticulated water supply. However, Fire and Emergency are concerned about the fire service requirements where residential, commercial, industrial and rural developments are unable to be connect to a reticulated water supply. Fire and Emergency are therefore seeking relief to bring fire service requirements in non-reticulated areas to the front of mind.	Amendment made, to reference use of Fire Service Code of Practice when designing rural or non-reticulated development

			7.4.4	Fire and Emergency support the provision for fire services, insofar that the fire service connections will be metered to detect unlawful water use and that fire pressure and flow is not to be assumed for future developments. It is considered that the metering will ensure there is adequate firefighting water supply and pressure that can be utilised. However, as noted in the IDS, future development is likely to deplete water supply, due to demand growth and pressure management. Given this, there is a subsequent risk to Fire and Emergency that fire service connections may not have sufficient flow or capacity. An amendment is sought to encourage developers to determine there is sufficient supply and pressure prior to developing.	Amendment made as proposed to reference Fire Service Code of Practice design requirements for private fire services.
	8	Roading	8.9.2	Fire and Emergency support in part the provision for Cul-de-sac/Hammerheads/No exit streets. Section 6.6.2(5) Table of Private access and secondary road width in the Operative District Plan has carriageway widths for Cul-de-sacs which are suitable for fire appliances. Fire and Emergency is concerned about the dimensions of the turnaround area at the end of these streets as the Operative District Plan provisions are not considered to be suitable. Where a cul-de-sac is greater than 75m in length fire appliances would be required to operate from the cul-de-sac. As such, Fire and Emergency vehicles would need a 25m circle (wall to wall clearance) to manoeuvre quickly and easily within Cul-de-sacs, Hammerheads/ No exit streets. As such, an amendment has been sought to the IDS to account for this.	Amendment made, reference to the Designers' guide inserted
			8.11	Fire and Emergency support in part the Service Lane, Private Ways and Access Lots. The carriageway widths within Section 6.6.2(5) Table of Private access and secondary road widths in the Operative District Plan are considered to be suitable except for:	Amendment made, reference to the Designers' guide inserted
				• Local-Residential – Private Access- 1-2hu which has a carriageway width of 2.7m and	
				• Local – Rural – Private Access – up to 7 hu which has a carriageway with of 3.0m and	
				• Rural Residential – Rural residential – rights of way – 0-7hu where the carriageway width is 3.5m.	
				The Designers' guide to firefighting operations – emergency vehicle access – F5 – 02 – GD states that fire appliances require a minimum width of 4m. As such relief has been sought within the IDS to provide for fire and emergency operational requirements.	
Waka Kotahi NZTA				General Submission of Support for the IDS	



**9.5 Consolidation of Proposed Timaru District Plan Hearings Delegations****Author: Aaron Hakkaart, Planning Manager - District Plan Review****Authoriser: Paul Cooper, Group Manager Environmental Services****Recommendation**

1. That the report on the consolidation of the Proposed District Plan Hearings Delegations be received.
2. That Council approves a District Plan Review Hearings Panel (the Panel) and delegates to the Panel all those powers and functions required to carry out and complete the plan hearing process for the full plan review process in accordance with Schedule 1 of the Resource Management Act 1991, including:
  - (a) All procedural steps required to facilitate the receipt and processing of submissions on the proposed plan, including striking out submissions if appropriate; and
  - (b) All procedural matters in preparation for hearings, including determining the parts of the plan to be considered within each separate hearing, the making of directions, issuing of Minutes, deciding upon service requirements, resolution of disputes and considering applications or other procedural issues raised by submitters; and
  - (c) Scheduling of hearings, control of hearings and directions at hearings; and
  - (d) Deliberations, report writing and associated steps; and
  - (e) Making recommendations on notices of requirements by Requiring Authorities external to Council; and decisions on Council's own Notices of Requirement; and
  - (f) Making decision on provisions and matters raised in submissions.
3. That the Council appoints and approves the following members of the Panel as Hearings Commissioners:
  - (a) Cindy Robinson (Chair)
  - (b) Ros Day-Cleavin
  - (c) Megan McKay
  - (d) Councillor Stacey Scott
  - (e) Raewyn Solomon
  - (f) Jane Whyte
4. That Council delegates to the Chair of the Commercial and Strategy Committee and Chair of the Environmental Services Committee in consultation with the Chief Executive and Group Manager Environmental Services authority to determine the final make-up of the Hearings Panel for all hearings on the Proposed Timaru District Plan, where separate hearings will be held in relation to specified parts of the plan and every hearings panel for each hearing shall include at least three members including at least one Councillor.

5. That Council delegates to the Mayor and Chair of the Environmental Services Committee in consultation with the Chief Executive the power to set the fee per hour for the Councillor sitting on the Hearings Panel.
6. That the Council delegates to the Group Manager Environmental Services all other responsibility for executing any warrants, recording these appointments made, and all other administrative steps relating to the fees of, and provision of services by the Hearings Commissioners appointed by Council.
7. That the Council delegates to the Chair of the Commercial and Strategy Committee and Chair of the Environmental Services Committee in consultation with the Chief Executive and Group Manager Environmental Services authority to appoint:
  - (a) An additional member to the Hearings Panel; and
  - (b) The authority to approve the progression of a hearing with no Councillor representative or quorum of three members in instances where illness or unexpected availability of any Hearings Panel members would result in the cancellation or postponement of an advertised hearing.
8. That resolutions 2023/11 and 2023/84 shall be revoked having been consolidated and updated above.

### **Purpose of Report**

- 1 This report seeks to consolidate the previous resolutions of Timaru District Council that relate to the establishment of a Hearings Committee to hear and make decisions on the Proposed Timaru District Plan. In doing so this report provides additional clarity as to the full scope of the delegations previously given by Council Resolutions 2023/11 and 2023/84 and additionally provides the necessary flexibility to respond to unexpected sickness or availability of members of the Hearing Panel, that would otherwise mean the cancellation of an advertised hearing.

### **Assessment of Significance**

- 2 The proposal is not significant in terms of Council's Significance and Engagement Policy and is administrative in nature.

### **Background**

- 3 At its meeting on 14 February 2023 Timaru District Council resolved (Resolution 2023/11) that:
  - 3.1 *That the report on the District Plan Review Hearings Panel be received.*
  - 3.2 *That Council approves a District Plan Review Hearings Panel comprising commissioners and councillors to hear the submissions/ further submissions and evidence and make a decision on behalf of Council on the Timaru District Plan Review pursuant to Section 34A(1) of the Resource Management Act 1991.*
  - 3.3 *That Council approves that any and each hearing be heard by at least three members of the Hearings Panel that comprise of:*
    - (i) *at least one commissioner and two elected members.*
- 4 At its meeting on 17 October 2023 Timaru District Council resolved (Resolution 2023/84) that:  
*That Council:*

- 4.1 *Delegates to the Chair of Commercial and Strategy and Chair of Environmental Services in consultation with the Chief Executive and Group Manager Environmental Services to decide if required on the makeup of the Proposed District Plan panel;*
- 4.2 *Delegates to the Mayor and Chair of the Environmental Services Committee in consultation with the Chief Executive and Group Manager Environmental Services the fee per hour for the Councillor sitting on the Proposed District Plan Hearing Panel.*
- 5 Since the above resolutions were made a Hearings, Schedule has been confirmed, with the appointment of a Hearings Panel having been completed in accordance with the above referenced resolutions.
- 6 The progress of the District Plan Review to the hearings stage and the associated evolution of the process creates the opportunity to consolidate the above resolutions and ensure clarity for all those involved in the hearings. It is also considered to be prudent to ensure that there is sufficient flexibility to allow for unanticipated changes to be made to the Hearings Panel structure in instances where sickness or unexpected unavailability would otherwise mean an advertised hearing could not progress.

### Discussion

- 7 Resolution 2023/11(2) provides for the establishment of a Hearings Panel to hear and make decisions on submissions received on the Proposed Timaru District Plan. As the process of establishing the Hearings Panel has been progressed and completed; it has been identified that the current resolution is broad in nature and could be refined to provide better direction as to the role the Hearings Panel has in progressing the District Plan Review. Considering this it is proposed and recommended that new resolution be passed (Recommendation 2) that provides additional clarity as to the role of the hearings panel that was envisaged and subsequently provided for by Resolution 2023/11(2).
- 8 Additionally, as the Hearings Panel has now been appointed, it is appropriate that the panel members appointed be confirmed by resolution (Recommendation 3). The panel engaged includes a Councillor and five independent commissioners two of whom are iwi commissioners. A robust process was used to select the panel members, and this has previously been reported to Council via an update.
- 9 An additional recommendation is put forward to seek a resolution to provide for appointments to specific hearings of member from within the approved panel by Chair of the Commercial and Strategy Committee and Chair of the Environmental Services Committee in consultation with the Chief Executive and Group Manager Environmental Services (Recommendation 4). It is currently programmed to have four commissioners sit on each hearing to ensure quorum. This recommendation replaces Resolution 2023/84(2)
- 10 Recommendations 5 and 6 seek to confirm administrative roles in relation to the setting of fees and appointment of the hearings panel. It is considered best practice to let these roles be completed by Council Officers in line with usual Council requirements and procedures.
- 11 Finally, Recommendation 7 seeks a new resolution be made by Council to address instances where unexpected illness or unavailability would result in the cancellation or postponement of an advertised hearing. This recommendation seeks to create an alternative pathway to addressing any such occurrences so that a hearing could progress, without the need to seek alternative resolutions from Council.

- 12 The rationale for Recommendation 7 is that if the Councillor member of the hearings panel or other members became ill or were unexpectedly unable to attend a hearing in the day's prior (or day of), the hearing would not be able to progress as it would not accord with the quorum stipulated by Council resolution. Hearings are planned months in advance and are attended by people from throughout the country. The cancellation of a hearing the day of or day prior would have a significant impact on submitters and the overall work program. This may be an appropriate outcome; however, Recommendation 7 seeks to create a pathway to address this situation based on the information available at the time of the occurrence, so that if deemed appropriate the hearing could progress.

### **Options and Preferred Option**

- 13 Option 1 (Preferred Option) - The recommendations provided are considered to be the best option for ensuring the Hearings Panel, that is to hear submissions on the Proposed Timaru District Plan has clear and comprehensive delegations. The additional recommendations ensure that officers through consultation with elected members, have the ability to make any necessary changes to ensure hearings progress as scheduled and advertised.
- 14 Option 2 – The status quo could be retained. However, on assessment it has been noted that additional clarity in Council resolution would be beneficial. Additionally, Recommendation 7 provides contingency and an alternate pathway to ensure hearings already advertised could occur if unexpected events were to mean the quorum of the Hearings Panel was unable to be met, and the hearing would otherwise have to be cancelled or postponed.
- 15 No additional options have been put forward. While alternative resolutions could be made the recommendations provided are considered to be the best option for ensuring the hearings progress and are supported by suitable delegations. Officers have discussed the recommendations with legal advisors supporting the district plan review, and the recommendations are supported by these advisors.

### **Consultation**

- 16 No additional consultation has been completed. The recommendations reflect the status quo in relation to hearings panel membership and the process being followed.

### **Relevant Legislation, Council Policy and Plans**

- 17 The recommendations align with the requirements of the Resource Management Act 1991 and have been reviewed by Council legal advisors.

### **Financial and Funding Implications**

- 18 The proposal has no implication on existing budgets.

### **Other Considerations**

- 19 No other matters are needed to be considered in making this decision, the recommendations seek to ensure that the hearing of submissions on the Proposed Timaru District Plan can progress as intended and previously provided for.

### **Attachments**

**Nil**

**9.6 Annual Plan 2023/24 Nine Month Performance Report to 31 March 2024**

**Author:** Stephen Doran, Group Manager Corporate and Communications  
Andrea Rankin, Chief Financial Officer  
Diana Somerville, Senior Finance Business Partner

**Authoriser:** Nigel Trainor, Chief Executive

**Recommendation**

That Council receives the Report: Annual Plan 2023/24 Nine Month Performance Report to 31 March 2024 and notes it includes:

- (a) Key performance indicators progress report to 31 March 2024;
- (b) Council's financial performance as at 31 March 2024; and
- (c) Capital work programme progress report to 31 March 2024.

**Purpose of Report**

1. The purpose of this report is to outline progress on implementing the Annual Plan 2023/24 (Year Three of the 2021-31 Long Term Plan (LTP)). This includes the key performance indicators, work programme and the financial results for the three months ended 31 March 2024.

**Assessment of Significance**

2. This matter is considered to be of low significance in terms of Council's Significance and Engagement Policy. It is a regular report to Council on its financial performance, activity performance and delivery of capital work programme during the current financial year.

**Background and Discussion**

3. Council's three-month reporting cycle includes progress reporting of key performance indicators, capital work programme, and financial results to Council for the quarterly periods of the Long Term or Annual Plan. In this instance, the reporting covers the period 1 January 2024 to 31 March 2024.

**Activity Highlights and Issues**

4. This section summarises the key activity highlights and issues during the reporting period:

**4.1 Public Toilets**

- Consultation is underway for replacement toilets at Strathallan Street, with three designs received. Costing to be completed on all three designs to determine if the designs are feasible within the Ministry Business, Innovation & Employment (MBIE) grant.
- Vandalism at Marchwiell Park toilet block, all damages are now repaired. The Pareora Domain toilets have been repaired after recent vandalism but not yet open to the public, with metal gates to be installed and key access remaining with the Pareora RFC.

#### 4.2 Emergency Management

- Volunteer recruitment remains difficult, due to thorough record keeping and ensuring that people are maintaining their knowledge and skills could see a decrease in the Community Support Teams.

#### 4.3 Safer Communities

- The inaugural Aoaraki Settling-In Collective meeting attended by multiple community representatives engaged in the settlement process for former refugees and migrants and their whānau.
- At the latest Safer Communities Subcommittee meeting it was confirmed that the E Korowai Tamariki Whakamana au te Whānau (E Korowai) working group will now come under the umbrella of Safer Communities.

#### 4.4 Social Housing

- There have been 24 new tenants move into units over the last quarter, bringing the rented units to 94% capacity, with 10 people on the waiting list.
- Overdue maintenance issues are being identified now that inspections are being prioritised and undertaken.

#### 4.5 Building Control

- The two yearly Accreditation assessment was carried out by IANZ in February which produced a good result. Seven general non-compliances and 2 serious non-compliances that will be resolved at the end of May 2024. To be noted is that the lead auditor was very pleased with how the unit run and manage the Building Consent Authority, identifying three areas of “Best Practice”.

#### 4.6 District Planning

- The Hearing schedule has now been confirmed and a new Chair appointed to the Panel.
- Consenting numbers are relatively lower than previous years however a number of major applications are continuing to be processed.
- There is increased uncertainty in the resource management sector due to the signalled Resource Management Act reform by Central Government.

#### 4.7 Environmental Compliance

- Barking dog complaints continue to trend upwards with the total number of complaints received this financial year is 419 compared with 356 in 2022-2023 and 317 for the same period in 2021-2022.

#### 4.8 Governance and Strategy

- Work on the creation of Long Term Plan 2024-34 Consultation Document and engagement schedule was completed at the end of the quarter.
- Communications have been brought into the Governance and Strategy group under a new Group Manager.
- Livestreaming of meetings is now undertaken in-house by the group.

#### 4.9 Museum

- There were record user numbers for January 2024 (2,968) and February (2919). High summer holiday programme use, higher numbers of cruise ship visitation and general increase in casual visitation rates.

#### 4.10 Art Gallery

- The highest visitor total for the past 10 years was recorded in February, this aligns with the Trevor Askin 40 year retrospective exhibition. Half of the exhibition works were sold which was unprecedented in the gallery history.
- Impact of remedial works from unexpected leakages into the storeroom resulted in urgent rehoming of artworks.

#### 4.11 Libraries

- The libraries participated in a hugely successful Sunational Challenge across Community Services and other Timaru District Council facilities.
- Stepping Up digital classes have resumed at Timaru and Temuka Libraries.
- Mend and Sew classes are now at all three libraries, with 5 sewing machines that are available for the public to use.

#### 4.12 Recreation Facilities

- The summer season at the District Pools is the busiest they have been post covid.

#### 4.13 Parks

- A new half basketball court has been constructed at Lough Park, which received some funding from Schick via Basketball NZ as part of a Nationwide competition.
- Homeless people and some freedom campers are impacting on other users enjoyment of some parks and recreation areas.

#### 4.14 Roading and Footpaths

- There have been three roundabouts completed this quarter with two more to be completed by the end of the financial year. Along with other safety enhancing infrastructure such as pedestrian refuge islands, raised platforms and adjustments to turning islands. These enhancements will maximise the safety of pedestrians and motorists.
- The application of non-slip coating to the tiles on Stafford Street/The Bay Hill/ Piazza and outside the Timaru Library has been successful.
- The result from the most recent road users survey shows that residents' satisfaction with overall roading and related services significantly dropped from 75% in October-December 2023 to 55% in January-March 2024. The verbatim comments show frustration and dissatisfaction largely from the works that are currently still active on Evans Street (State Highway 1).

#### 4.15 Three Waters

- Work has commenced on removing the former intake for the Te Moana Scheme.
- Level one water restrictions in place for all urban supplies and Seadown rural supply.
- Remediation Action Plans for Sewer Overflows have been submitted to Environment Canterbury and awaiting a response.

- Projects and Stormwater Management Plans are currently being reviewed, with fresh consents in line with the Stormwater Management Plans are well in progress with Environment Canterbury.

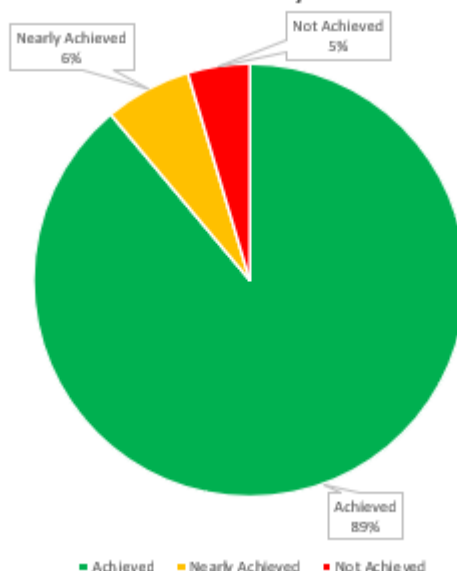
4.16 Waste Minimisation

- The Waste Management and Minimisation Plan has gone out for Public Consultation which concluded on the 22 March 2024 which received seven submissions.
- The number of enquiries and complaints increased in the period as the kerbside changes came into effect. There were regular comments from the community that they feel Timaru has gone backwards in the waste area.

**Key Performance Indicator Results**

- The key performance indicators (KPIs) for 2023/24 are set in the Long Term Plan 2021-2031. At the end of March 2024 the majority of KPIs that are measured are tracking satisfactorily.

KPI Year to date results 01 January - 31 March 2024



*Note: results exclude annual and biennial measures which are reported annually or every two years.*

- The most significant measures that are currently marginal or not on target include:

KPI	Result to 31 March 2024	Comment
<i>Environmental Services</i> Land Use consents monitoring (150 per annum)	1 this quarter (18 year to date)	The decrease in consent monitoring is reflecting a reduction in staff resourcing however recruitment to replace this role is active and performance can be expected to improve.
<i>Roading &amp; Footpaths</i>	41.03%	There were 507 Land Transport related CRM's. It



Percentage of customer service requests responded to within 10 working days - Rooding (Mandatory)		is noted the lower level of reported response is not reflective of the actual response rates, CRM's are reviewed generally within a number of days however the system currently requires the CRM to be closed and is not reporting the updates.
<i>Waste Minimisation:</i> Materials Recovery Facility – level of contamination of recycling is less than 10%.	16.99%	Contamination rates continue to exceed target of 10%. The contamination figures from the weighbridge data include material from out of the District, however there is no way to separate Timaru.
<i>Recreation and Leisure</i> Number of aquatic learn to swim enrolments (3000 per annum)	694 this quarter (2124 year to date)	Enrolments continue to be high on the same popular days, however this leaves vacant spots on less busy days.
Acquisition catalogued within 6 months of acquisition (150 per annum)	20 this quarter (77 year to date)	There has been reduced work on cataloguing over this quarter due to reduced resources for cataloguing.

**Financial Results**

7. The following is a summary of the financial performance for the year ending 31 March 2024 (refer to Attachment 1 for the Council Financial Performance & Variance Analysis Summary, including a full year reforecast, as at 31 March 2024).
8. Council had an operating deficit of \$8.77 million for the period ending 31 March 2024. This is an unfavourable variance to budget by \$13.15 million.
9. Total Operating Revenue was \$88.2 million which is \$8.2 million lower than budgeted revenue.
10. Total operating expenditure of \$97.01 million (comprising personnel costs, operating costs, finance costs and depreciation costs), which is \$4.9 million higher than the budgeted operating expenditure to 31 March 2024.
11. Total capital expenditure of \$38.5 million was incurred compared to \$47.2 million budgeted.
12. The following is a summary of the financial performance for the year ended 31 March 2024.

	Actuals to 31 March 2024 (\$000)	Budget to 31 March 2024 (\$000)	Full year Budget (\$000)	Forecast year (\$000)
Total Revenue	88,241	96,435	128,432	120,373
Total Expenses	97,015	92,063	122,751	133,049
Operating Surplus/(Deficit)	(8,774)	4,372	5,681	(12,676)
Capital Expenditure	38,512	47,164	81,746	59,681

13. Total borrowings as at 31 March 2024 were \$220 million. The net debt position at the same date is \$184 million. Net debt is total borrowings less cash reserves held by Council.

Total borrowings	220,532
Cash and deposits	10,873
Other financial assets	
- Current @75% of \$33,886	25,415
Total cash	36,288
Net Debt	184,245

14. Debt to revenue ratio as at 31 March 2024 is 153%. Council’s debt to revenue ratio limit is 210% as set out in its Financial Strategy. This is comfortably within Councils ceiling limit.

Net Debt	184,245
Forecasted Revenue	120,373
Debt to revenue ratio	153%

15. Major Forecast Changes as at 31 March 2024 as follows:

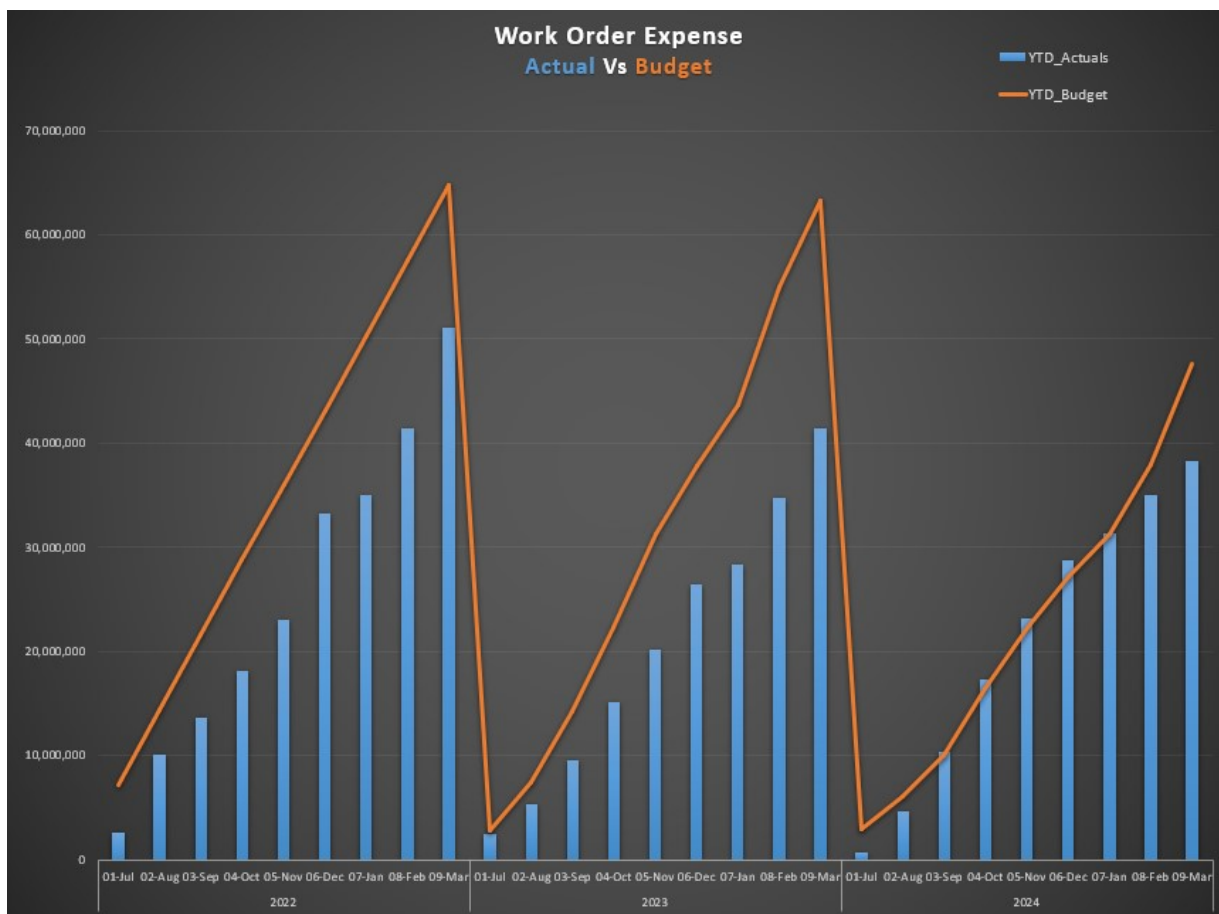
- (i) Interest received from related party increased by \$0.822 million. TDHL finance charges increased to \$1.454 million from budgeted \$1.286 million – the calculation is based on actuals, \$128,000 per month. Interest received from Downlands is \$653,675.
- (ii) Interest received from investments and swap increased by \$1.614 million.
- (iii) Subsidies and Grants decreased by \$8.902 million – see table under note 16 for details.
- (iv) Personnel costs are constantly being reviewed as to where we sit actually and what this might look like at year end.
- (v) Depreciation has been recalculated to take into account the indices adjustment made to water and to bring last years year end adjustments into consideration. Original budget was set prior to the year end completion of the accounts and therefore underbudgeted from the beginning.

16. The below table outlines the available funds after reforecast revenue, adjusting for theatre grants not being received and a decrease/increase in other better off funding delays due to projects not being started. Waste revenue has also been adjusted for lack of tonnage over the weigh bridge.

	<b>Full Year Budget</b>	<b>Dec 2023 Forecast</b>	<b>Mar 2024 Forecast</b>
<b>Budgeted revenue 2023/24</b>	<b>128,646</b>	<b>128,646</b>	<b>128,646</b>
Adjusts to revenue			
<i>Add Interest</i>			<i>2,453</i>
<i>Add NZTA</i>		<i>(1,240)</i>	<i>1,296</i>
<i>Less Aorangi Stadium</i>		<i>(2,000)</i>	<i>(1,500)</i>
<i>Less Parks &amp; Rec</i>		<i>(1,550)</i>	<i>(2,325)</i>
<i>Less Theatre</i>		<i>(6,200)</i>	<i>(6,200)</i>
<i>Less Waste</i>		<i>(1,900)</i>	<i>(1,900)</i>
<i>Less minor categories</i>		<i>(87)</i>	<i>(97)</i>
<i>Revenue adjustment</i>	0	<i>(12,977)</i>	<i>(8,273)</i>
<b>Forecast total revenue</b>	<b>128,646</b>	<b>115,669</b>	<b>120,373</b>
<b>Net Debt cap - limit</b>			
210% - as per policy	270,157	242,905	252,783
Available funds	85,912	58,660	68,539
280% - LGFA policy	360,209	323,873	337,044
Available funds	175,964	139,628	152,800

**Capital Work Programme**

17. Timaru District Council’s Annual Plan 2024 has a capital expenditure programme comprising of 122 projects and amounting to a value of \$90.8 million for 2023/2024 financial year (including Downlands Water Supply Scheme at 82%).
18. An assumption of 90% capital delivery was used during the 2024-34 Long Term Plan resulting in a capital budget of \$81.7 million for 2023/2024 financial year.
19. As of 31 March 2024, the total capital expenditure was \$38.5 million comprising of \$35.0 million for TDC and \$3.5 million for the Downlands Water Supply scheme (82%).
20. The capital expenditure as at 31 March 2024 represents a decrease compared to 31 March 2023 and 31 March 2022 capital expenses as shown in the graph below.



- 21. Several large projects are currently in the planning or construction phase, in progress or are planned to be completed by the end of the financial year. Those projects included in the attached CAPEX Schedule.

**Risks**

- 22. Ongoing risks associated with the capital work programme are attributed to:
  - (i) Market Saturation: Insights from the market reveal that our local contractors are extremely busy at present. Going forward, we may need to consider allowing for longer construction period to ensure sufficient participation from the market and / or to reduce the financial impact of this constraint.
  - (ii) Other Cost Escalations: There is likely to be cost escalation on a number of other projects given the state of the global and national economy and the current inflationary environment. Combined, this may be significant. Key contract escalations for three water renewals and roading maintenance are estimated to be between 16% to 20%.

**Consultation**

- 23. As a regular scheduled report consultation is not required. The year end results are publicly reported in the audited Annual Report.

**Relevant Legislation, Council Policy and Plans**

24. Local Government Act 2002
25. Timaru District Plan Long Term Plan 2021-31
26. Annual Plan 2023/24

**Financial and Funding Implications**

27. There are no financial or funding implications as a result of reporting progress to Council.

**Other Considerations**

28. There are no other considerations.

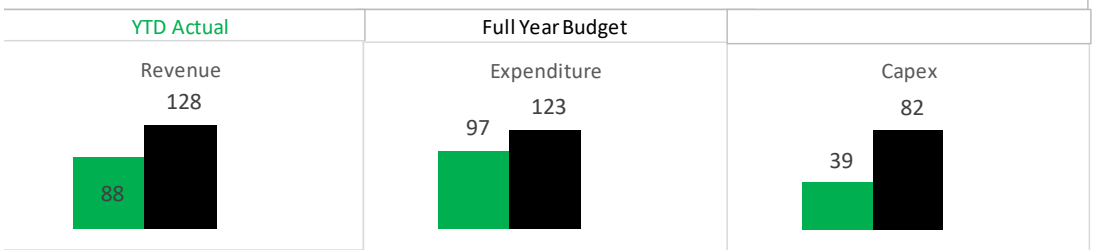
**Attachments**

1. Council Financial Performance & Variance Analysis Report as at 31 March 2024 [↓](#) 
2. CAPEX Schedule as at 31 March 2024 [↓](#) 

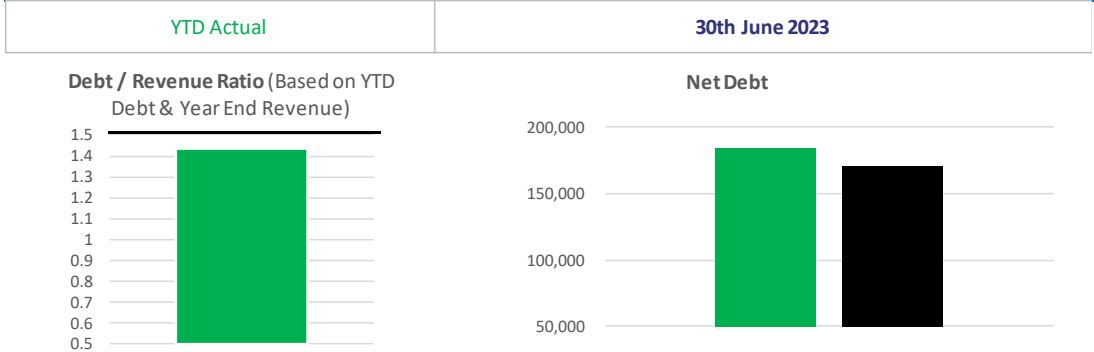
## Council Financial Performance & Variance Analysis Summary as at 31<sup>st</sup> March 2024

as at 31 Mar 2024

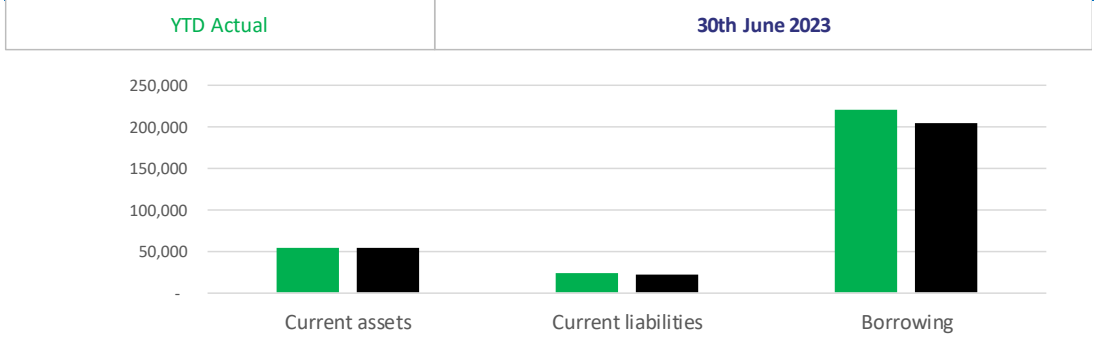
### YTD \$ Actual vs FY \$ Budget



### Financial Strategy



### Financial Position - Balances (\$000's)



**WHOLE OF COUNCIL**

YTD \$ Actual vs FY \$ Budget			Council Performance as at 31 Mar 2024							
YTD Actual	Full Year Budget		Year to Date			YTD 2023	Full year	Dec-23	Mar-24	YTD Actual %
Revenue	Expenditure	Capex	Actual \$000's	Budget \$000's	Variance Budget \$000's	Actual \$000's	Budget \$000's	Forecast \$000's	Forecast \$000's	of FY Budget
128	97	123								
		82								
		39								
<b>Operating Revenue</b>										
Rates revenue	54,282	54,256	26	49,195	72,342	72,342	73,030	75%		
Subsidies and grants	12,200	20,152	(7,952)	8,810	26,869	15,530	17,967	45%		
Fees & charges	14,219	15,529	(1,310)	13,759	20,557	18,640	18,525	0%		
Other revenue	3,656	4,326	(670)	3,781	5,768	5,023	4,864	63%		
Finance revenue	2,920	1,336	1,584	2,281	1,781	2,736	4,234	164%		
Dividend revenue	504	836	(332)	504	1,115	1,115	1,014	45%		
Other gains	118	-	118	837	-	-	117	0%		
Development and financial contributions	342	-	342		-	282	622	0%		
<b>Total Operating Revenue</b>	<b>88,241</b>	<b>96,435</b>	<b>(8,194)</b>	<b>79,167</b>	<b>128,432</b>	<b>115,669</b>	<b>120,373</b>	<b>69%</b>		
<b>Operating Expenditure</b>										
Personnel costs	21,312	19,985	(1,327)	19,419	25,576	28,666	28,067	83%		
Depreciation expense	24,751	24,750	(1)	24,755	33,000	34,060	36,834	75%		
Finance costs	8,403	5,085	(3,318)	4,261	6,780	10,672	11,722	79%		
Other expenses	42,549	42,243	(306)	41,126	57,395	55,212	56,426	77%		
<b>Total Operating Expenditure</b>	<b>97,015</b>	<b>92,063</b>	<b>(4,952)</b>	<b>89,561</b>	<b>122,751</b>	<b>128,610</b>	<b>133,049</b>	<b>79%</b>		
<b>Operating Surplus/(Deficit)</b>	<b>(8,774)</b>	<b>4,372</b>	<b>13,146</b>	<b>(10,394)</b>	<b>5,681</b>	<b>(12,941)</b>	<b>(12,676)</b>	<b>-154%</b>		
<b>Capital Expenditure</b>										
Community Support	434	1,470	1,036	3,145	2,841	705	840	15%		
Corporate Support	2,106	2,081	(25)	2,250	3,095	3,402	2,811	68%		
Recreation and Leisure	7,889	10,840	2,951	12,750	21,714	13,040	18,150	36%		
Roading and Footpaths	15,309	18,192	2,883	1,594	26,123	21,259	21,226	59%		
Sewer	1,534	3,602	2,068	1,242	4,434	4,577	3,104	35%		
Stormwater	1,676	2,424	748	1,772	3,874	3,024	2,713	43%		
Waste Minimisation	1,074	705	(369)	11,795	1,838	2,042	2,092	58%		
Water Supply	8,490	7,850	(640)	5,996	17,827	9,114	10,049	48%		
<b>Total Capital Expenditure</b>	<b>38,512</b>	<b>47,164</b>	<b>8,652</b>	<b>40,544</b>	<b>81,746</b>	<b>57,163</b>	<b>60,985</b>	<b>47%</b>		

**YTD Variance for Activity Groups Actuals 2023/24 to Budget 2023/24**

**Notes to the Financial Statements for 31<sup>st</sup> March 2024****Interpretation**

1. Variances as explained over 20K
  - **F** (favourable variance) means that either actual revenue is greater than budget or actual expenditure is less than budget.
  - **U** (unfavourable variance) is when actual revenue is less than budget or actual expenditure is greater than budget.
2. Downlands Water is reported at 82% (TDC's shareholding in the scheme) in these financial reports.
3. Variance analysis for year to date actuals against budget for each Activity Group (Actuals 2023/24 to Budget 2023/24) is presented on the following pages:



1. COMMUNITY SUPPORT

YTD \$ Actual vs FY \$ Budget			Community Support as at 31 Mar 2024				
YTD Actual	Full Year Budget		Year to Date			Full year	YTD Actual %
Revenue	Expenditure	Capex	Actual	Budget	Variance Budget	Budget	of FY Budget
			\$000's	\$000's	\$000's	\$000's	
<b>Operating Revenue</b>							
Rates revenue			3,415	3,397	18	4,529	75%
Subsidies and grants			50	42	8	56	89%
Fees & charges			1,702	1,715	(13)	2,286	74%
Other revenue			169	36	133	48	352%
<b>Total Operating Revenue</b>			<b>5,336</b>	<b>5,190</b>	<b>146</b>	<b>6,919</b>	<b>77%</b>
<b>Operating Expenditure</b>							
Personnel costs			347	663	316	884	39%
Depreciation expense			557	557	-	743	75%
Finance costs			237	237	-	316	75%
Other expenses			3,585	3,240	(345)	4,320	
<b>Total Operating Expenditure</b>			<b>4,726</b>	<b>4,697</b>	<b>(29)</b>	<b>6,263</b>	<b>75%</b>
<b>Operating Surplus/(Deficit)</b>			<b>610</b>	<b>493</b>	<b>117</b>	<b>656</b>	
<b>Capital Expenditure</b>							
Community Support			434	1,470	1,036	5,398	8%
<b>Total Capital Expenditure</b>			<b>434</b>	<b>1,470</b>	<b>1,036</b>	<b>5,398</b>	<b>8%</b>

1.1 Other Revenue - \$133K F

Reason for variance

- Underbudgeted Revenue was received in Cemetery & Grants as follows:
- Sale of Plot \$80K F – no budget for 2023/24 financial year
- Lease of 168 Claremont Rd \$29K F – budget at \$1,144.00 and actual revenue \$27K
- Grant from Creative NZ \$22K F – budget at \$31K and actual revenue \$57K

1.2 Personnel Costs - \$316K F

Reason for variance

The favourable variance is driven mainly by:

- Safer Communities Personnel costs \$184K F are budgeted at \$164K with no actual costs year to date due to the recent organisational re-structure. Currently the actual personnel costs are recorded under Corporate Activities
- Climate & Sustainability \$63K F, the reason being Climate Change Advisor rolls were included in 2023/24 budget, but decision was made to not recruit for cost saving purposes.
- Airport Personnel Costs \$50K F, due to vacancy - Airport Safety Officer role.
- Civil Defence Personal costs \$19K F due to vacancy - Emergency Manager

**1.3 Other Expenses - \$345K U**

*Reason for variance - Other expenses include expenses related to Professional services, staff training, offices admin expenses, Health and Safety, Recruitment costs etc. The unfavourable variance is mainly driven by:*

- Climate & Sustainability overall spend is 75K F, which includes
  - Consultancy costs \$58K F. Consultancy services significantly decreased in the first half of the financial year. Three smaller Projects still in work in progress: (a) Joint work with Waimate DC on district carbon footprint (b) Annual fee to Toitu for Carbon inventory software, (c) Graphic design for publication.
  - Office Admin expenses budgeted at \$11K F with no actuals year to date
- Public Toilets overall spend is \$7K U, which includes:
  - unbudgeted TDC Rates costs \$31K U
  - savings in cleaning costs \$18K F
- Airport overall spend is \$45K F, which includes,
  - Legal Costs \$19K U and Consultancy costs \$11K U, due to unplanned review of Tenancy agreement
  - Airport Operations Utilities \$15K U due to TDC rates higher than budget
  - Airport Cleaning costs \$23K F
  - Airport Ground maintenance \$15K U
  - Airport Maintenance Contractors Costs \$56K F, due to delays in Water Supply Upgrade project
  - Flight services- contractors is \$15K U due to JNP Aviation Airport inspections.
  - Civil Aviation Authority certification is \$16K F
- Cemetery total Operations is \$31K U which includes,
  - Cemetery Ground maintenance contractors \$40K U due to price increase in maintenance costs
  - Cemetery Memorial & Plaque Maintenance \$9K F
- Community Housing Overall spend is \$378K U which includes,
  - Insurance costs under budget by \$ 7K F
  - Utilities & Rates costs \$317K U, due to no budget for 2023/24 financial year
  - Community Housing Grounds maintenance contractors' costs \$48K U due to unplanned maintenance works
  - Community Housing Building maintenance contractors' costs \$94K U, due to unplanned repairs/ maintenance carried out at various properties.
  - Community Housing Other Structures maintenance costs \$8K F
  - Community Housing Office Admin costs \$16K U
  - Community & Social Developments Grant/Donations \$89K U, mainly driven by unfavourable variances in Aorangi Stadium Grant \$104K U and Creative Communities Grants \$12K U, offset by the Community Grants \$24K F favourable variance.
  - Community & Social Developments Internal Grant budgeted at \$189K F, with no actuals year to date.
- Economic Development & Promotion overall spend is \$187K U which includes:
  - Aoraki Development/Central SI Trust Grant \$224K U.
  - Economic Development & Promotion Grants \$33K F
  - Website Development \$4K F
- Civil Defence overall spend is \$202K F which includes

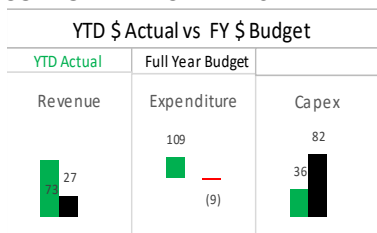
- Employee costs \$23K F due to vacancy – Civil Defence Manager
- Volunteer Support \$7K
- Emergency Costs \$161K F
- Staff training and other Admin expenses \$12K F
- Safer Communities overall spend is \$39K F, which includes,
  - Under Youth Workers expense \$13K U unbudgeted was paid to YMCA South & Mid Canterbury for services from 1/07/23 to 31/12/23
  - Programs & events \$42K F driven by favourable contractor's costs \$23K and Other sundry costs \$20K, due to delay in the Need Help Community project
  - Other small favourable variance of \$10K F across other cost centres
- Internal Charges are \$110K U

#### **1.4 Capital Expenditure - \$1.03M F**

##### *Reason for variance*

- Capex under budget as follows:
  - Public Amenities \$20K U
  - Airport Capital works \$1.13M F, due to deferred Terminal upgrades
  - Cemetery \$83K U, due to additional land purchased.
  - Community Housing \$14K U,
  - Civil Defence by \$86K U as last of the Sirens are installed.
  - Community Housing Capital Renewals \$101K F.

**2. CORPORATE ACTIVITIES**



**Corporate Activities as at 31 Mar 2024**

	Year to Date			Full year Budget \$000's	YTD Actual % of FY Budget
	Actual \$000's	Budget \$000's	Variance Budget \$000's		

**Operating Revenue**

Rates revenue	143	858	(715)	1,144	13%
Subsidies and grants	-	277	(277)	370	0%
Fees & charges	558	685	(127)	913	61%
Other revenue	1,391	1,786	(395)	2,381	58%
Finance revenue	2,905	1,336	1,569	1,781	0%
Dividend revenue	504	836	(332)	1,115	0%
Other gains	118	-	118	-	0%
<b>Total Operating Revenue</b>	<b>5,619</b>	<b>5,778</b>	<b>(159)</b>	<b>7,704</b>	<b>73%</b>

**Operating Expenditure**

Personnel costs	10,807	9,414	(1,393)	12,552	86%
Depreciation expense	917	915	(2)	1,220	75%
Finance costs	3,783	1,328	(2,455)	1,770	214%
Other expenses	4,003	1,772	(2,231)	2,362	169%
<b>Total Operating Expenditure</b>	<b>19,510</b>	<b>13,429</b>	<b>(6,081)</b>	<b>17,904</b>	<b>109%</b>

<b>Operating Surplus/(Deficit)</b>	<b>(13,891)</b>	<b>(7,651)</b>	<b>(6,240)</b>	<b>(10,200)</b>	
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**Capital Expenditure**

Corporate Support	2,106	2,081	(25)	5,836	36%
<b>Total Capital Expenditure</b>	<b>2,106</b>	<b>2,081</b>	<b>(25)</b>	<b>5,836</b>	<b>36%</b>

**2.1 Rates Revenue - \$715K U**

*Reason for variance*

- No Budget for Rates Penalties - **\$61K U**. The penalties are applied as per Rate Remission and Postponement Policy of LTP 2021-31, section 8 Remission on Penalties
- Rates rebates **\$57K U**, due to timing issue. The rates rebates were processed in batches by TDC. All submitted batches are reimbursed by DOI
- Rates written off **\$31K U** unbudgeted. These rates were Statute Barred and mainly relate to abandoned land.
- Downlands Rates reimbursed **\$568K U**, timing of processing the reimbursement payment.

**2.2 Subsidies & Grants - \$277K U***Reason for variance*

- LTU subsidies & Grants budgeted at \$277K with Nil received year to date.

**2.3 Fees & Charges - \$127K U***Reason for variance*

- IT LIM revenue \$10K F, LIM is distributed/received on quarterly bases.
- Customer service LIM Revenue \$20K U
- Infrastructure Management /User fees \$85K U due to lower income received from CAR fees & Service Consent amendments.
- Properties Revenue from Rental/Lease is \$25K F due to yearly invoices cycle
- Drainage & Water LIM revenue \$14K F
- Land Transport User Fees Revenue \$71 K U

**2.4 Other Revenue - \$395K U***Reason for variance*

- Financial arrangements revenue \$25K F
- Drainage & Water Management Other Income is budgeted at \$685K YTD with \$257K received YTD, resulting in \$428K U variance.
- LTU user fees & charges are \$43K F and relate to CAR Approval fee and Monthly Inspections fee, the favourable variance is driven by no budget for 2023/24 financial year.
- Vehicle Revenue \$34k F due to vehicle sales.

**2.5 Finance Revenue - \$1.57M F***Reason for variance*

- Interest received from Banks and term deposits is \$1.43M F due to rising interest rates.
- Intercompany interest received is \$130K F due to higher market interest rates.

**2.6 Dividend Revenue - \$332K U***Reason for variance*

- Dividends received from TDHL year to date are \$500K against budget of \$804K resulting in \$304K U
- Dividend from Power companies' year to date is \$4K against budget of \$32K YTD, resulting in \$29K U

**2.7 Other Gains - \$118K F***Reason for variance*

- Profit from Sale of Vehicles \$118K F, this income has not been budgeted for 2023/24 Financial year.

**2.8 Personnel Costs - \$1.39M U***Reason for variance*

- The unfavourable variance is mainly driven by organisational restructure. The variance is made up of:
  - CEO's Office \$39K F
  - Unbudgeted Personnel costs People & Digital Management \$206K U
  - People & Capabilities \$102K F
  - Community Service Management \$423K U, offsetting with \$184K favourable variance in Community Support Activity

- Communications \$218K F
- Financial Services **\$66K U**
- Commercial & Strategy \$69K F
- IT Services **\$47K U**
- Customer Services \$27K F
- Property management **\$46K U**
- Infrastructure \$7K F
- Planning & Regulatory Management **\$96K U**
- Corporate Planning \$121K F
- Programme Delivery Unit \$145K F
- Risk and assurance \$93K F - the variance is due to vacancy. New staff member was employed in January 2024
- Council Building **\$21K U**
- Parks & Rec Management \$37K F
- Drainage & Water \$702K F due to vacancy
- LTU \$362K F
- Recreation & Cultural \$154K F
- Employee Superannuation **\$13K U**

## 2.9 Finance Costs - **\$2.45M U**

### *Reason for variance*

The Interest rates are higher than budgeted resulting in:

- Loan Interest payments **\$2.53M U**
- Interest Income from internal loans \$504K F
- Interest Payment -internal loans is **\$425K U**

## 2.10 Other Expenses - **\$2.23M U**

### *Reason for variance*

*Other expenses include expenses related to Professional services, staff training, offices admin expenses, Health and Safety, Recruitment costs etc. The unfavourable variance is driven by:*

- People and Capability Advertising costs \$48K F
- People and Capability Professional Fees **\$66K U**
- Financial Services Unit **\$182K U**, mainly driven by:
  - Office Admin costs **\$78K U**, mainly due to increased postages costs
  - Professional/Consultancy fees of **\$141K U** (external LTP consultants)
  - Bank charges \$44K F
- Commercial & Strategy **\$60K U**, mainly driven by unbudgeted consultancy fees of **\$47K U**
- IT services computer/IT cost is above budget by **\$253K U**, mainly driven by Software support & upgrade costs - \$242K, currently under review.
- IT Services digitalisation and Backscanning \$87K F
- Property Managements costs \$32K F
- Properties Maintenance & operations is \$266K F, mainly driven by:
  - favourable variances in Professional Fees - \$130K F
  - Building maintenance - \$217K F, offset by the following unfavourable variances:
    - Insurance costs **\$74K U**
    - Utilities includes TDC Rates & electricity **\$11K U**
- Vehicle Plant Operating expenses **\$40K U** due higher fuel consumption
- Corporate Planning Consultancy Fees **\$307K U** due to appointment of external Acting Corporate Planning Manager.

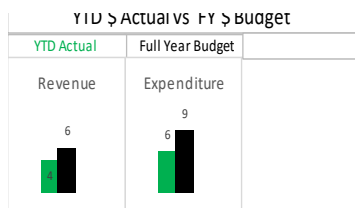
- LTP printing costs \$75K F - LTP is currently in draft stage.
- Parks & Rec Consultancy costs \$171 K U due to unplanned review of section 17A of the Parks Green Areas Maintenance Contract
- Drainage & Water overall costs \$318K U mainly driven by the following unfavourable variances:
  - Consultancy Costs \$145K U due to changes in scope & scale of site condition
  - Health & Safety costs \$53K U
  - Insurance costs \$32K U
  - Plant Hire internal charges \$55K U
- LTU overall costs are \$217K F mainly driven by:
  - Staff costs (Training) \$25K F
  - Professional services \$22K F
  - Community Programs & Events advertising and other sundry cost \$173K F
- Internal charges \$1.50M U

## 2.11 Capital Expenditure - \$25K U

### *Reason for variance*

- IT – Computer Hardware and Software Projects are \$299K U due to the Palo Alto Network cost 3 year cost paid in advance, Firewall, Security and WAN upgrade
- Properties New /improved assets costs are \$84K U.
- Properties Building Capital work is \$525K F, due to timing - earthquake prone work still underway
- Vehicle purchases are \$208K U, due to Supply delays - vehicles ordered in 2022/23 financial year were received in 2023/24
- Council Building Furniture Fittings & Other Equipment is \$134K F
- Council Building Capital Works are \$98K U.
- LTU - Furniture Fittings & Other Equipment Capital \$5K F

### 3 ENVIRONMENTAL SERVICES



#### Environmental Services as at 31 Mar 2024

	Year to Date			Full year	Full year	YTD Actual % of FY Budget
	Actual \$000's	Budget \$000's	Variance Budget \$000's	Budget \$000's	Forecast \$000's	

#### Operating Revenue

Rates revenue	1,520	1,508	12	2,010	-	76%
Fees & charges	2,933	2,982	(49)	3,827	-	77%
Other revenue	27	201	(174)	269	-	10%
<b>Total Operating Revenue</b>	<b>4,480</b>	<b>4,691</b>	<b>(211)</b>	<b>6,106</b>	<b>-</b>	<b>73%</b>

#### Operating Expenditure

Personnel costs	3,273	3,306	33	4,408	-	74%
Depreciation expense	7	7	-	10	-	70%
Finance costs	39	39	-	51	-	76%
Other expenses	2,352	3,101	749	4,135	-	
<b>Total Operating Expenditure</b>	<b>5,671</b>	<b>6,453</b>	<b>782</b>	<b>8,604</b>	<b>-</b>	<b>66%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(1,191)</b>	<b>(1,762)</b>	<b>571</b>	<b>(2,498)</b>	<b>-</b>	

#### Capital Expenditure

<b>Total Capital Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
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#### 3.1 Fees & Charges - \$49K U

Reason for variance

- Planning revenue of \$139K F, mainly driven by favourable Non-Notified Planning fees \$108K and Subdivision Fees \$55K
- Building Control revenue is less than budget by \$420K U due to decreased consent numbers
- Animal Control \$154K F due to increased number of Dog & Animal control infringements & fines
- Environmental Health \$32K F due to increased demand of license & Permits
- Liquor Licencing \$43K due to increased demand of liquor licenses

#### 3.2 Other Revenue - \$174K U

Reason for variance

- Planning revenue – Reimbursements for Planning Consultants \$150K U due to no revenue received year to date.
- Building control \$19K U due to no revenue received year to date.

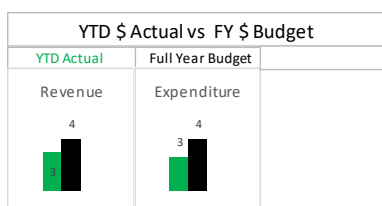


**3.3 Other Expenses - \$749K F***Reason for variance*

*Other expenses include expenses related to Professional services, staff training, office admin expenses, Health and Safety, Recruitment costs etc. The favourable variance is mainly driven by:*

- Planning overall costs **\$204K U**, mainly driven by:
  - Planning legal Fees are \$37K F
  - Planning Consultants fees **\$51K U**
  - Consultants' Recoverable costs **\$270K U**. Costs relate to Consent, Contractor Mentor and District Plan hearing panel.
  - Planning SNA Protection Consultancy Fees \$44K F
  - Planning GMS Implementation/Review \$ 48K F
- District Plan Review consultancy costs are \$735K F, due to work expected to occur throughout the year, depending on the consent's applications process, notifications and hearings.
- District Planning Administration Costs \$27K F
- Building control Consulting costs are \$49K F
- Building Control Insurance \$19K F
- Environmental Health Professional fees \$18K F
- Environmental Health Liquor \$19K F
- Internal Charges \$47K F

**4 GOVERNANCE AND STRATEGY**



**Governance and Strategy as at 31 Mar 2024**

	Year to Date			Full year Budget \$000's	YTD Actual % of FY Budget
	Actual \$000's	Budget \$000's	Variance Budget \$000's		
<b>Operating Revenue</b>					
Rates revenue	2,968	2,955	13	3,940	75%
<b>Total Operating Revenue</b>	<b>2,968</b>	<b>2,955</b>	<b>13</b>	<b>3,940</b>	<b>75%</b>
<b>Operating Expenditure</b>					
Personnel costs	586	591	5	789	74%
Finance costs	1	1	-	1	100%
Other expenses	1,986	2,363	377	3,150	
<b>Total Operating Expenditure</b>	<b>2,573</b>	<b>2,955</b>	<b>382</b>	<b>3,940</b>	<b>65%</b>
<b>Operating Surplus/(Deficit)</b>	<b>395</b>	<b>-</b>	<b>395</b>	<b>-</b>	
<b>Capital Expenditure</b>					
<b>Total Capital Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>

**4.1 Other Expenses - \$377K F**

*Reason for variance*

*Other expenses include expenses related to Professional services, staff training, offices admin expenses, Health and Safety, Recruitment costs etc*

- Mayor & Elected Members Expenses \$85K F
- Water Committee costs \$25K F
- Meals Entertainment & Other Functions \$11K F
- Annual report **\$4K U**
- Professional fees \$82K F
- Subscriptions \$22K F
- Grants & Donations \$20K F
- Other Expenses **\$6K U**
- Internal charges \$140K F

**5 RECREATION AND LEISURE**

YTD \$ Actual vs FY \$ Budget			Recreation and Leisure as at 31 Mar 2024				
YTD Actual	Full Year Budget		Year to Date			Full year	YTD Actual %
Revenue	Expenditure	Capex	Actual	Budget	Variance Budget	Budget	of FY Budget
			\$000's	\$000's	\$000's	\$000's	
<b>Operating Revenue</b>							
Rates revenue			10,973	10,939	34	14,585	75%
Subsidies and grants			78	9,073	(8,995)	12,098	1%
Fees & charges			1,131	1,190	(59)	1,587	71%
Other revenue			1,979	1,729	250	2,305	86%
<b>Total Operating Revenue</b>			<b>14,161</b>	<b>22,931</b>	<b>(8,770)</b>	<b>30,575</b>	<b>46%</b>
<b>Operating Expenditure</b>							
Personnel costs			4,987	4,786	(201)	6,381	78%
Depreciation expense			1,775	1,775	-	2,367	75%
Finance costs			605	600	(5)	800	76%
Other expenses			6,350	6,775	425	9,034	
<b>Total Operating Expenditure</b>			<b>13,717</b>	<b>13,936</b>	<b>219</b>	<b>18,582</b>	<b>74%</b>
<b>Operating Surplus/(Deficit)</b>			<b>444</b>	<b>8,995</b>	<b>(8,551)</b>	<b>11,993</b>	
<b>Capital Expenditure</b>							
Recreation and Leisure			7,889	10,840	2,951	41,258	19%
<b>Total Capital Expenditure</b>			<b>7,889</b>	<b>10,840</b>	<b>2,951</b>	<b>41,258</b>	<b>19%</b>

**5.1 Subsidies and Grants - \$8.99M U**

*Reason for variance*

- Parks Capital Grants year to date budgeted at \$2.34M U with \$Nil received year to date.
- Museum Grant \$17K F
- Aigantighe Art Gallery grants budgeted at \$525K, with \$Nil received year to date. These grants are drawn down from DIA as required
- Theatre Royal grants are budgeted on a project completion basis, year to date \$4.65M U with \$Nil received, resulting in unfavourable variance.
- Aorangi Stadium grants budgeted YTD at \$1.50M U with \$Nil received, resulting in unfavourable variance.

**5.2 Fees and Charges - \$59K U**

*Reason for variance*

- Parks user fees \$3K F
- Libraries User fees \$2K F
- Halls & Community centres revenue \$27K F
- CBAY swim School Fees \$73K U
- CBAY Aquatics fees \$86K U
- CBAY fitness fees \$6K F
- Aorangi Stadium \$15K U

- Temuka, Geraldine & Pleasant point pool fees \$8K F
- Aigantighe Art Gallery fees are \$186K F
- Theatre Royal User fees are under budget, **\$117K U** due to construction being delayed.

### 5.3 Other Revenue - \$250K F

#### *Reason for variance*

- Parks unbudgeted Donations Received of \$244K, relates to CPLAY
- Parks lease/Rent & Other income \$22K F
- Libraries Donations are \$20K F due to Malt J donation
- CBAY Café income \$40K F
- CBAY Swim School income **\$25K U**
- CBAY Aquatics income \$2K F
- CBAY fitness revenue from commercial activities \$49K F due to higher than budgeted number of memberships
- Aorangi Stadium Revenue from other income \$31K F
- Temuka pool income \$3K F
- Pleasant Point Pool income \$7K F
- Museum donations \$40K F received from South Canterbury Museum Trust
- Museum other income received \$10K F
- Aigantighe Art Gallery income **\$7K U**
- Fishing Huts Rent Revenue budgeted at **\$69K U** YTD, with Nil received year to date
- Forestry revenue budgeted at **\$106K YTD**, with Nil received year to date - the timber is on the market, no sales yet.

### 5.4 Personnel Costs - \$201K U

#### *Reason for variance*

- Libraries Employee cost \$69K F due to vacancy of Library manager position
- CBAY café **\$15K U**
- CBAY Business \$3K F
- CBAY Swim School **\$140K U**
- CBAY Aquatics **\$221K U**
- CBAY Fitness \$117K F
- Aorangi Stadium \$3K F
- Temuka Pool **\$19K U**
- Geraldine **\$47K U**
- Pleasant point pool **\$38K U**
- Museum \$44K F
- Aigantighe Art Gallery \$48K F

### 5.5 Other Expenses - \$425K F

#### *Reason for variance -Relates to operating expenses.*

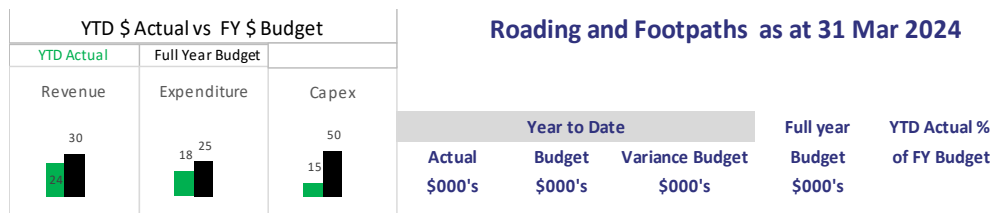
- Parks overall variance **\$88K U**, relates to
  - Parks Consultancy Fees \$125K F, currently under review
  - Parks Ground maintenance contractor costs are \$194K F, due to seasonal & weather conditions dependant work
  - Parks Building maintenance contractor costs are **\$512K U** - no budget for 2023/24 financial year
  - Office admin \$48K F
  - Playground Maintenance **\$52K U**

- Parks Structure maintenance \$116K F due to repairs not required
- Parks-Tracks & Natural Habitat \$30K F
- Insurance & Utilities **\$29K U**
- Parks Security **\$9K U**
- Libraries overall variance \$266K F, relates to
  - Staff costs \$2K F
  - Office admin costs \$34K F
  - Subscriptions \$55K F
  - Libraries resources \$10K F
  - Securities \$12K F
  - Insurance & Utilities **\$5K U**
  - Cleaning & communities Programs \$10K F
  - Building Maintenance contractor costs are \$78K F
  - Temuka Libraries \$35K F
  - Geraldine Libraries \$35K F
- CBAY Café cost **\$39K U**
- Halls & Community Centres cost \$34K F
- CBAY overall costs **\$137K U** due to
  - CBAY Business costs \$63K F mainly due to Insurance under charged than budgeted,
  - CBAY Swim School costs \$5K F
  - CBAY Aquatics costs **\$222K U** due to unplanned Building Maintenance contractor costs of **\$77K U**, as result of LED lights replacement in Main Pool Hall, Staff training **\$28K U**, high utilities cost **\$65K U** in Electricity & Gas, Fixed Plant & Equipment **\$33K U**, Sundry expenses **\$18K U**,
  - CBAY Fitness \$11K F
- Aorangi Stadium costs are \$196K F due to on-charges between TDC and the Aorangi Stadium
- Temuka Pool **\$11K U**
- Geraldine Pool **\$43K U**
- Pleasant Point Pool **\$22K U**, due to high cost of Electricity & Gas
- Museum costs are \$185K F due to
  - Employee costs \$6K F
  - Office admin and other costs **\$4K U**
  - Utilities \$30K F
  - Security and cleaning costs \$16K F
  - community programs & events contractors costs budgeted \$68K F
  - Museum Exhibition Conservation Other External Services costs \$42K F
  - Museum building maintenance \$17K F
  - Fixed Plant & Equipment \$10K F
- Aigantighe Art Gallery \$10K F
- Motor Camps **\$11K U** due to overspend in Building maintenance costs by \$25K and saving in Utilities and cleaning costs
- Forestry costs are \$8K F, includes Ground maintenance **\$56K U**, maintenance contractors' costs \$85K F, due to timing issue & Utilities costs **\$22K U**
- Theatre Royal costs \$124K F due to:
  - Consultancy costs and other external service budgeted at \$92K, with no actual costs year to date.
  - Insurance, Utilities & security costs \$2K F
  - Cleaning costs \$16K F
  - Grounds & Building maintenance costs \$13K F

**5.6 Capital Expenditure - \$2.95M F***Reason for variance*

- Parks Reserves & Horticulture \$639K F
  - Purchase of land \$60K F
  - capital projects are currently \$872K F, due to delays in Geraldine Sculpture Trail project
  - Play ground \$95K F
  - Building Capital works **\$304K U**
  - Reseals/Overlays **\$85K U**
- Libraries **\$71K U**
- Maori Park/Aquatic **\$106K U**
- Geraldine Pool actual costs YTD **\$69K**, with no budget for 2023/24 financial year
- Halls & Community **\$136K U**
- Aorangi Stadium Capex \$532K F
- Museum \$358K F
- Art Gallery \$994K F,
- Motor Camps building \$395K F, due to delays in Winchester Camp Sewerage Connection project. To be completed by Jun 2024
- Theatre Royal \$395K F, due to delay in the project

**6 ROADING AND FOOTPATHS**



**Operating Revenue**

Rates revenue	11,621	11,544	77	15,393	75%
Subsidies and grants	11,519	10,084	1,435	13,445	86%
Fees & charges	1,085	812	273	1,082	100%
Other revenue	31	66	(35)	87	36%
<b>Total Operating Revenue</b>	<b>24,256</b>	<b>22,506</b>	<b>1,750</b>	<b>30,007</b>	<b>81%</b>

**Operating Expenditure**

Personnel costs	236	95	(141)	127	186%
Depreciation expense	9,963	9,963	-	13,284	75%
Finance costs	557	557	-	743	75%
Other expenses	7,323	8,162	839	10,883	
<b>Total Operating Expenditure</b>	<b>18,079</b>	<b>18,777</b>	<b>698</b>	<b>25,037</b>	<b>72%</b>

<b>Operating Surplus/(Deficit)</b>	<b>6,177</b>	<b>3,729</b>	<b>2,448</b>	<b>4,970</b>	
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**Capital Expenditure**

Roading and Footpaths	15,309	18,192	2,883	49,634	31%
<b>Total Capital Expenditure</b>	<b>15,309</b>	<b>18,192</b>	<b>2,883</b>	<b>49,634</b>	<b>31%</b>

**6.1 Rates Revenue - \$ 77KF**

*Reason for variance*

- Variance is mainly due to \$51K additional revenue, received under Subsidised Roading Rates & Charges, \$12K in Footpaths and \$13K in Street Lighting and Landscapes

**6.2 Subsidies and Grants - \$1.43M F**

*Reason for variance*

- LTNZ subsidies and grants are budgeted at \$10.08M YTD with \$11.52M received to date giving a favourable variance of \$1.43M F due to an additional Transport Choices funding which is at 100% subsidy.

**6.3 Fees & charges - \$273K F**

*Reason for variance*

- Unbudgeted Car parking fees received \$37K F
- Parking Enforcement revenue is \$237K F above mainly due to an increase in Parking Infringements & Fines - \$181K F

**6.4 Personnel Costs - \$141K U***Reason for variance*

- The variance is due to last restructure.

**6.5 Other Expenses - \$839K F***Reason for variance*

- Subsidised Roothing Consultancy costs are \$203K F, due to additional costs relating to Transport Choices and Road to Zero project.
- Community programs & events are **\$81K U**
- Sealed Road Maintenance contract costs are **\$248K U**, due to seasonal work. Most of the cost are incurred in Spring and Summer.
- Roothing Environmental Maintenance contractor costs are \$134K F, due to good winter conditions (no heavy snow or Ice clearing in the winter months)
- Road Drainage Maintenance costs are \$93K F
- Bridge & Culvert Maintenance contractors' costs are **\$108K U**, due to timing of the year as most of the cost are incurred in Spring/Summer.
- Traffic Services contractor expenses are **\$147K U**, due to unbudgeted costs to Ashburton District Council in relation to fatal crash coroner reports. Road remarking & sign requirement has changed leading to increased costs.
- Roothing Emergency Works contractor costs are \$584K F, due to no emergency work required year to date.
- Timaru Footpaths Green Areas maintenance contractor costs are **\$284K U**, due to review of section 17a (Parks contract for maintenance of all green areas).
- Timaru Footpaths Street Cleaning contractor costs are budgeted at 169K F with no actual costs year to date. Currently under review.
- CBD maintenance (City Town) costs are under budget by \$597K F as the project is on hold.
- Parking Enforcement Legal & Debt recovery costs are **\$114K U**
- Road/Street Landscape Tree Maintenance **\$126K U**
- Timaru Footpath Tree Maintenance \$80K F
- Subsidised road Street Cleaning – local share \$98K
- 

**6.6 Capital Expenditure - \$2.88M F***Reason for variance*

- Subsidised rooding capital expenditure is above budget. Variances currently exist within the following rooding budgets:
  - Road Capital Works \$2.28M F, due to delays in Road to Zero project. To be completed by June 24.
  - Reseals/Overlays **\$1.04M U**, due to combined project with Drainage & Water for Ewen Road has resulted in overspend.
  - Bridge and Culvert **\$736K U**. Currently under review.
  - Kerb and Channel \$292K F, due to delay in Alpine Energy cable installation work on Port Loop Road.
  - Bus shelter, signs, New Capital Growth **\$280K U**, due to Transport Choices 100% funding available and claimed under Subsidy and Grant income.
  - Levels of Service Upgrades \$3.51M F, as result of delays in Road to Zero project. To be completed by June24
  - Subsidised Roothing - Capital Renewals **\$1.26M U**,
  - City Hub \$223K F, due to the project being on hold.



- Purchase of Land \$1.73M U variance relates to 10% CAPEX delivery reduction adjustment as par LTP 2021/31
- Parking Facilities \$1.53M F

7 SEWER

YTD \$ Actual vs FY \$ Budget			Sewer as at 31 Mar 2024				
YTD Actual	Full Year Budget		Year to Date			Full year	YTD Actual %
Revenue	Expenditure	Capex	Actual	Budget	Variance Budget	Budget	of FY Budget
			\$000's	\$000's	\$000's	\$000's	
10	7	10					
8		2					
		8					
<b>Operating Revenue</b>							
Rates revenue	5,104	5,104	-	6,806	75%		
Subsidies and grants	8	-	8	-	0%		
Fees & charges	2,493	2,294	199	3,059	81%		
Other revenue	-	70	(70)	93	0%		
Development and financial contribution	93	-	93	-			
<b>Total Operating Revenue</b>	<b>7,698</b>	<b>7,468</b>	<b>230</b>	<b>9,958</b>	<b>77%</b>		
<b>Operating Expenditure</b>							
Personnel costs	396	337	(59)	-	0%		
Depreciation expense	3,794	3,794	-	5,059	75%		
Finance costs	1,025	1,025	-	1,366	75%		
Other expenses	2,212	2,312	100	3,532			
<b>Total Operating Expenditure</b>	<b>7,427</b>	<b>7,468</b>	<b>41</b>	<b>9,957</b>	<b>75%</b>		
<b>Operating Surplus/(Deficit)</b>	<b>271</b>	<b>-</b>	<b>271</b>	<b>1</b>			
<b>Capital Expenditure</b>							
Sewer	1,534	3,602	2,068	8,425	18%		
<b>Total Capital Expenditure</b>	<b>1,534</b>	<b>3,602</b>	<b>2,068</b>	<b>8,425</b>	<b>18%</b>		

**7.1 Fees & charges - \$199K F**

*Reason for variance*

- Trade waste charges of \$138K F and waste disposal \$61K F, due to higher volume during the month and greater discharge volumes

**7.2 Other Revenue - \$70K U**

*Reason for variance*

- Sewer Revenue reimbursement budgeted at \$61K U, with no actual revenue received year to date.

**7.3 Development Contribution - \$93K F**

*Reason for variance*

- Unbudgeted Sewer capital contribution fee of \$93K F was received

**7.4 Personal costs- \$59K U***Reason for variance*

- Underbudgeted personal costs

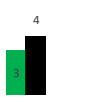
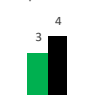
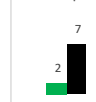
**7.5 Other Expenses - \$100K F***Reason for variance*

- Unbudgeted Consultancy fees on \$32K, due to unplanned discharge consents requested by ECAN & Land swap acquisition costs.
- Staff training cost \$15K U
- Insurance \$43K F
- Utilities costs of \$67K U due to unbudgeted Electricity costs of \$255K U and favourable \$189K TDC Rates
- Sewer Treatment Pump station maintenance overall costs \$80K F
- Fixed Plant & Equipment maintenance contractor costs \$27K F, due to timing - scheduled maintenance has not been completed yet
- Internal charges \$51K F

**7.6 Capital Expenditure - \$2.06M F***Reason for variance*

- Relates to reticulation costs \$1.60M F, due to timing – Sewer Siphon under Waihi River project started in February 2024 under Waihi River will be completed by June 2024.
- Fixed Plant & Equipment \$464K F, due to delays with Industrial pump station.

**8 STORMWATER**

YTD \$ Actual vs FY \$ Budget			Stormwater as at 31 Mar 2024				
YTD Actual	Full Year Budget		Year to Date			YTD Actual % of FY Budget	
Revenue	Expenditure	Capex	Actual \$000's	Budget \$000's	Variance Budget \$000's		Full year Budget \$000's
							
<b>Operating Revenue</b>							
Rates revenue			3,213	3,213	-	4,284	75%
<b>Total Operating Revenue</b>			<b>3,213</b>	<b>3,213</b>	<b>-</b>	<b>4,284</b>	<b>75%</b>
<b>Operating Expenditure</b>							
Depreciation expense			2,371	2,371	-	3,161	75%
Finance costs			65	65	-	87	75%
Other expenses			664	777	113	1,036	
<b>Total Operating Expenditure</b>			<b>3,100</b>	<b>3,213</b>	<b>113</b>	<b>4,284</b>	<b>72%</b>
<b>Operating Surplus/(Deficit)</b>			<b>113</b>	<b>-</b>	<b>113</b>	<b>-</b>	
<b>Capital Expenditure</b>							
Stormwater			1,676	2,424	748	7,361	23%
<b>Total Capital Expenditure</b>			<b>1,676</b>	<b>2,424</b>	<b>748</b>	<b>7,361</b>	<b>23%</b>

**8.1 Other Expenses - \$113K F**

*Reason for variance*

- Temuka Stormwater Reticulation costs are \$71K F mainly driven by unbudgeted Contractor’s costs \$32K U and budget Sampling & Testing \$99K F with no actuals year to date.
- Geraldine Stormwater Reticulation costs are \$69K F mainly driven by unbudgeted Contractor’s costs \$27K U and budget Sampling & Testing \$96K F with no actuals year to date.
- Rural Storm Water maintenance costs are \$11K U, mainly driven by unbudgeted Insurance costs \$44K U, offset by favourable Contractor Reticulation costs of \$33K F

**8.2 Capital Expenditure - \$748KF***Reason for variance*

- Timaru Stormwater drainage \$203K F, due to delays with ongoing project.
- Temuka Stormwater drainage \$334K F, due to delays with sump replacement.
- Geraldine Stormwater drainage of \$200K F, due to delay in Serpentine Creek project - to be completed by June 2024.
- Rural Stormwater drainage of \$12K F



**9.4 Other Expenses - \$142K U***Reason for variance*

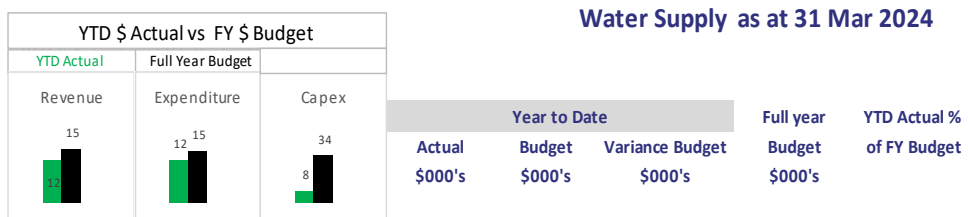
- Solid Waste Collection-Kerb side collection \$38K F
- Office Admin \$5K F
- Professional fees \$106K U
- Kerbside collections \$349K U
- Educational resources \$42K F
- Insurance, Utilities & sundry expenses \$2K F
- Community Programs & Events \$9K F
- Building maintenance \$14K F
- Road maintenance \$12K F
- Fixed Plant & Equipment maintenance \$9K U
- Waste disposal and Recycling \$27K F
- Waste site maintenance \$60K F
- Landfill after care \$216 F
- Land fill Remediation \$203K U
- Internal charges \$103K F

**9.5 Capital Expenditure - \$481K F***Reason for variance*

- Waste Minimisation New/Improved assets \$12K U
- Plant purchase \$9K U
- Landfill sealed & Gas areas \$159K F
- Fixed Plant & Equipment \$45K U
- Improved Levels Of Service \$389K F

**10 WATER SUPPLY**

**Water Supply as at 31 Mar 2024**



**Operating Revenue**

	Actual	Budget	Variance Budget	Full year Budget	YTD Actual % of FY Budget
	\$000's	\$000's	\$000's	\$000's	
Rates revenue	11,738	11,152	586	14,869	79%
Fees & charges	13	-	13	-	0%
Other revenue	9	333	(324)	444	2%
Finance revenue	13	-	13	-	0%
Development and financial contribution:	249	-	249	-	0%
<b>Total Operating Revenue</b>	<b>12,022</b>	<b>11,485</b>	<b>537</b>	<b>15,313</b>	<b>79%</b>

**Operating Expenditure**

Personnel costs	351	466	115	-	0%
Depreciation expense	4,950	4,950	-	6,600	75%
Finance costs	1,839	980	(859)	1,307	141%
Other expenses	4,945	4,756	(189)	6,963	
<b>Total Operating Expenditure</b>	<b>12,085</b>	<b>11,152</b>	<b>(933)</b>	<b>14,870</b>	<b>81%</b>
<b>Operating Surplus/(Deficit)</b>	<b>(63)</b>	<b>333</b>	<b>(396)</b>	<b>443</b>	

**Capital Expenditure**

Water Supply	8,490	7,850	(640)	33,871	25%
<b>Total Capital Expenditure</b>	<b>8,490</b>	<b>7,850</b>	<b>(640)</b>	<b>33,871</b>	<b>25%</b>

**10.1 Rates Revenue - \$586K F**

*Reason for variance*

- Downlands Urban water annual charge \$485K F
- Urban Water charged by Consumption \$97K F
- Seadown Water charged by Consumption \$5K

**10.2 Other Revenue - \$324K U**

*Reason for variance*

- Downlands new connections revenue IS \$324K below budget due to lower demand for new connections.

**10.3 Development & financial Contribution - \$249K F**

*Reason for variance*

- Unbudgeted Contributions received relating to Urban Water \$13K, Seadown Water \$10K, Te Moana Water \$31K and Downlands \$195K.



**10.4 Personal costs - \$115K F***Reason for variance*

- Due to vacancy

**10.5 Finance Cost - \$859K U***Reason for variance*

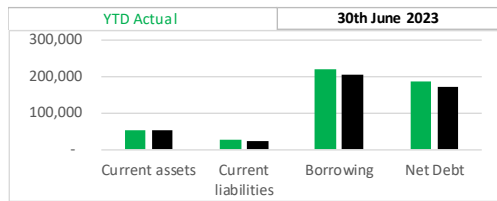
- Downlands Interest Expense \$939K U
- Te Moana Water Interest Expense \$81K F

**10.6 Other Expenses - \$189K U***Reason for variance*

- Urban Water operations \$334K U which includes:
  - Staff training \$32K U
  - Office Admin \$16K F
  - Profession fees \$24K U
  - Insurance \$86K F
  - Utilities \$36K U
  - Reticulation \$354K U
  - Fixed Plant & Equipment maintenance \$66K F
  - Chemicals \$39K U
  - Other expenses \$17K U
- Beautiful Valley Water operations \$9K F
- Orari & Rangitata Water operations \$21K F
- Seadown Water operations \$38K F includes Reticulation cost of \$31K F
- Te Moana Water operations \$4K U
- Downlands Water operations \$41K U
  - Profession fees \$78K U
  - Insurance \$17K F
  - Utilities \$37K F
  - Purchase water \$11K F
  - Pump station maintenance \$56K U
  - Fixed Plant & Equipment maintenance \$ 28K F
- Internal charges \$124K F

**10.4 Capital Expenditure - \$640K U***Reason for variance*

- Urban Water reticulation projects are currently \$1.40M U
- Beautiful Valley \$36K F
- Rangitata \$31K F
- Seadown \$1.77M F
- Te Moana projects \$74K U
- Downlands reticulation projects are \$999K U



**Financial Position  
as at 31 Mar 2024**

YTD Actual \$000's	30th June 2023 Actual \$000's
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**ASSETS**

**Current assets**

Cash and deposits	10,873	14,296
Debtors and other receivables	8,696	12,720
Inventories	2	34
Other financial assets	33,886	27,111
<b>Total current assets</b>	<b>53,457</b>	<b>54,161</b>

**Non-current assets**

Property plant & equipment	1,909,322	1,884,990
Intangible assets	5,630	5,075
Forestry	1,373	1,373
Investment property	1,955	1,955
Investment in cco's & other similar	56,212	55,589
Other financial assets	2,671	7,929
<b>Total non-current assets</b>	<b>1,977,163</b>	<b>1,956,911</b>

<b>Total assets</b>	<b>2,030,620</b>	<b>2,011,072</b>
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**LIABILITIES**

**Current liabilities**

Trade and other payable	22,071	17,864
Employee benefit liabilities	2,474	3,587
<b>Total current liabilities</b>	<b>24,545</b>	<b>21,451</b>

**Non-current liabilities**

Provisions	10,191	10,192
Employee benefit liabilities	407	407
Non current borrowing	220,532	205,532
<b>Total non-current liabilities</b>	<b>231,130</b>	<b>216,131</b>

<b>Total liabilities</b>	<b>255,675</b>	<b>237,582</b>
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<b>Net Assets</b>	<b>1,774,945</b>	<b>1,773,490</b>
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**EQUITY**

Retained earnings	784,869	784,119
Special funds	17,098	17,097
Separate funds	23,872	23,871
Asset revaluation	949,106	948,403
<b>Total equity</b>	<b>1,774,945</b>	<b>1,773,490</b>

**Statement of Cashflow as at 31 Mar 2024**

	YTD Actual \$000's	30th June 2023 Actual \$000's
<b>OPERATING ACTIVITIES</b>		
Rates	53,868	65,621
Other revenue received	33,789 <span style="color: green;">▲</span>	45,604
Interest received	3,424	3,739
Dividends received	504	1,010
Payments to suppliers and employees	(63,468) <span style="color: green;">▲</span>	(91,576)
Finance costs	(8,907)	(7,782)
<b>Net operating activities</b>	<b>19,210</b>	<b>16,616</b>
<b>INVESTING ACTIVITIES</b>		
Reduction of term investment	321	(4,919)
Proceeds from sale of property, plant and equipment	214	1,126
Purchase of property, plant and equipment	(38,168)	(54,888)
<b>Net investing activities</b>	<b>(37,633)</b>	<b>(58,681)</b>
<b>FINANCING ACTIVITIES</b>		
Drawdown / (repayment) of borrowings	15,000	40,713
<b>Net financing activities</b>	<b>15,000</b>	<b>40,713</b>
Cash movement	(3,423)	(1,352)
Opening Balance 1st July	14,296	15,648
<b>Closing Bank Balance</b>	<b>10,873</b>	<b>14,296</b>

CAPEX Schedule as at 31 March 2024

Description	2023/24 YTD Actuals March	2023/24 March Forecast	2023/24 March Forecast Variance to Actuals
LT0000001. Timaru Airport Terminal Upgrade	0	200,000	200,000
00001617. Timaru Airport Terminal Upgrade	0	200,000	200,000
LT0000003. Timaru Airport Apron Expansion	0	0	0
00001619. Timaru Airport Apron Expansion	0	0	0
LT0000055. CCTV Equipment	0	215,000	215,000
00001622. Timaru Airport Surveillance Cameras	0	215,000	215,000
LT0000132. Activity Delivery Reduction	0	(145,176)	(145,176)
00001921. Timaru Airport - Capex Delivery Reduction LTP2021	0	(145,176)	(145,176)
LT0000039. Equipment and Furniture	0	31,722	31,722
00001634. Aorangi Stadium - Equipment and Furniture	0	31,722	31,722
LT0000040. Aorangi Park Master Plan Phase 1	276,096	1,845,027	1,568,931
00001636. Aorangi Stadium - Aorangi Park Master Plan Phase One	276,096	1,845,027	1,568,931
LT0000132. Activity Delivery Reduction	0	250,000	250,000
00001889. Aorangi Stadium - LTP2021 Capex Delivery Adjustment	0	250,000	250,000
LT0000024. Arts Purchase	35,217	42,361	7,144
00001652. Arts Purchases	35,217	42,361	7,144
LT0000026. House EQ Strengthening	730,988	2,517,564	1,786,576
00001654. House EQ Strengthening - Aigantighe Art Gallery	730,988	2,517,564	1,786,576
LT0000027. Extension Rebuild	1,737	1,737	0
00001655. Extension Rebuild - Aigantighe Art Gallery	1,737	1,737	0
LT0000132. Activity Delivery Reduction	0	(179,429)	(179,429)
00001888. Art Gallery - LTP2021 Capex Delivery Adjustment	0	(179,429)	(179,429)
LT0000100. Water Reticulation Capital Works	0	0	0
00001421. Beautiful Valley Water Reticulation Renewals	0	0	0
LT0000132. Activity Delivery Reduction	0	0	0
00001890. Beautiful Valley WS Capex Delivery Reduction LTP2021	0	0	0
LT0000007. Timaru Cemetery New Site (purchase and development)	15,162	85,162	70,000
00000497. Timaru District Cemetery Replacement Site Investigation	15,162	85,161	69,999
LT0000008. Cemeteries-Concrete Beams, Furniture, Structures a	1,102	1,102	0
00000496. Temuka Cemetery Extension - Capital New	1,102	1,102	0
LT0000132. Activity Delivery Reduction	0	0	0
00001891. Cemeteries Capex Delivery Reduction LTP2021	0	0	0
LT0000146. Cemeteries General Reseal Programme - Capital Rene	87,079	87,079	0
00001200. Cemeteries General Reseal Programme - Capital Renewal	87,079	87,079	0
LT0000012. 08310.0705 : Council Building Capital Expenditure	73,060	73,060	0
00001630. Timaru District Council Main Office Building 2 King George Pl Timaru - Plant Purchases	38,547	38,547	0
00001751. TDC Clock Earthquake Repairs/Renewals	34,513	34,513	0
LT0000013. 08310.0702 : Council Building Capital Expenditure	42,251	87,951	45,700
00001465. Timaru District Council Main Office Building 2 King George Pl Timaru - Capital Renewal	15,451	61,151	45,700
00001936. Council Building Chambers Refurbishment	26,800	26,800	0

LT0000132. Activity Delivery Reduction	0	(4,569)	(4,569)
00001893. District Building Capex Delivery Reduction LTP2021	0	(4,569)	(4,569)
LT0000053. Renewals	0	8,064	8,064
00000545. Forestry - Plantation Fencing Renewals	0	8,064	8,064
LT0000132. Activity Delivery Reduction	0	(807)	(807)
00001896. Forestry Capex Delivery Reduction LTP2021	0	(807)	(807)
LT0000083. Serpentine Creek Geraldine Improvements	23,670	223,670	200,000
00001510. Serpentine Creek Geraldine Improvements	23,670	223,670	200,000
LT0000084. Reticulation Renewals and Upgrades - Geraldine Urb	270,982	270,982	0
00000704. Geraldine Urban Stormwater Renewals and Upgrades	270,982	270,982	0
LT0000085. Reticulation Renewals and Upgrades - Geraldine Sto	10,427	15,804	5,377
00000572. Geraldine Stormwater Reticulation Renewals Utilities Maintenance Order	10,427	15,804	5,377
LT0000132. Activity Delivery Reduction	0	0	0
00001898. Geraldine Stormwater Capex Delivery Reduction LTP2021	0	0	0
LT0000148. Geraldine Stormwater Management Plan	11,371	31,371	20,000
00001984. Geraldine Stormwater Management Plan and Resource Consent	11,371	31,371	20,000
LT0000033. Halls & Community Centres Capital Works	28,249	28,249	0
00001632. Halls & Community Centres Capital Works	28,249	28,249	0
LT0000034. Renewals	0	500	500
00000627. Miscellaneous Halls - Capital Renewal	0	500	500
LT0000035. Bleachers and other community facilities	174,399	189,399	15,000
00001473. Caroline Bay Sound Shell - Bleacher Replacement	82,164	97,164	15,000
00001930. Caroline Bay Sound Shell - Capital Works	92,235	92,235	0
LT0000132. Activity Delivery Reduction	11,209	9,659	(1,550)
00001899. Halls - Capex Delivery Reduction LTP2021	11,209	9,659	(1,550)
AP2400010. IT Software Purchases & Upgrades	0	11,250	11,250
00001971. Esker IT Project	0	11,250	11,250
LT0000011. 07140.0703.0552 - Computer Hardware - Assets	1,208,914	1,208,914	0
00001643. IT Services Capital Expenditure	1,208,914	1,208,914	0
LT0000132. Activity Delivery Reduction	0	(32,481)	(32,481)
00001901. IT - Capex Delivery Reduction LTP2021	0	(32,481)	(32,481)
LT0000019. New shelving and self-checkout upgrade	43,479	43,479	0
00001647. New Shelving & Self-Checkout Upgrades	43,479	43,479	0
LT0000020. Purchase Books and Resources	351,718	451,839	100,121
00001648. Purchase Books & Resources	351,718	451,839	100,121
LT0000021. Libraries Renewals	3,924	18,762	14,838
00001646. Libraries Furniture	3,924	17,364	13,440
00001649. Libraries Renewals	0	1,398	1,398
LT0000022. Building Capital Works	10,353	53,937	43,584
00001650. Building Capital Works - Libraries	10,353	53,937	43,584
LT0000132. Activity Delivery Reduction	0	(12,273)	(12,273)
00001894. District Libraries Capex Delivery Reduction LTP2021	0	(12,273)	(12,273)
LT0000016. 08340.0702 : Land Transport Unit - Capital expendi	6,009	8,509	2,500
00001682. LTU - Furniture & Fittings	6,009	8,509	2,500
LT0000132. Activity Delivery Reduction	0	(402)	(402)
00001902. LTU - Capex Delivery Reduction LTP2021	0	(402)	(402)
LT0000027. Extension Rebuild	0	0	0
00001659. Winchester Ablution Block	0	0	0
LT0000051. Motor Camps Renewals	2,614	7,614	5,000

00001661. Motor Camps Reseal Programme	0	5,000	5,000
00001969. Winchester Campground sewer connection	2,038	2,038	0
00001970. Meadowlinks Road sewer connection	576	576	0
LT0000132. Activity Delivery Reduction	0	(500)	(500)
00001903. Motor Camps - Capex Delivery Reduction LTP2021	0	(500)	(500)
LT0000028. Renewals	0	19,500	19,500
00001679. Museum - Renewals	0	19,500	19,500
LT0000029. Heritage Hub Fit-out	12,509	46,009	33,500
00001680. Heritage Hub Fit-Out	12,509	46,009	33,500
LT0000132. Activity Delivery Reduction	0	(40,055)	(40,055)
00001914. Museum - Capex Delivery Reduction LTP2021	0	(40,055)	(40,055)
LT0000018. Vehicle Management	458,355	603,355	145,000
00001645. Vehicle Management	458,355	603,355	145,000
00001948. Vehicles - Capex Delivery Reduction LTP2021	0	0	0
LT0000073. Other Capital Works (new/improved asset)	6,059	6,059	0
00001674. Parking enforcement - Other Capital Works (new/improved asset)	6,059	6,059	0
LT0000066. Reseals/Renewals	0	0	0
00001672. Parking - Reseals/Overlays Capital Works	0	0	0
LT0000071. Plant Purchases including renewal of Farmers parki	0	0	0
00001671. Plant Purchases including renewal of Farmers parking system in Timaru	0	0	0
LT0000074. Furniture Fittings & Other Equip Capital	0	500,000	500,000
00001752. Sophia Street Carpark Capital Works	0	500,000	500,000
LT0000132. Activity Delivery Reduction	0	(336,452)	(336,452)
00001904. Parking - Capex Delivery Reduction LTP2021	0	(336,452)	(336,452)
LT0000041. Land purchases	0	20,073	20,073
00000517. Parks - Esplanade Reserves Acquisition - Capital New	0	20,073	20,073
LT0000042. Renewals (courts, structures, furniture, services)	527,682	597,682	70,000
00001693. Parks General - Renewals (courts, structures, furniture, services)	516,928	586,928	70,000
00001753. Parks - Renewals - CBay Retaining Wall	10,753	10,753	0
LT0000043. Highfield Park Development	50,996	60,596	9,600
00001694. Highfield Park Development	50,996	60,596	9,600
LT0000044. Cplay	1,373,779	1,382,601	8,822
00001695. Cplay	1,373,779	1,382,601	8,822
LT0000045. Temuka Domain Development	96,579	190,328	93,749
00001020. Parks - Temuka Domain Development	0	0	0
00001696. Temuka Domain Development	96,579	190,328	93,749
LT0000047. Shared Urban Tracks	385,805	550,805	165,000
00001687. Geraldine Nature & Sculpture Trail	40,860	40,860	0
00001698. Shared Urban Tracks	344,945	509,945	165,000
LT0000048. Walkway Enhancement and Planting	49,171	60,463	11,292
00001699. Walkway Enhancement & Planning	49,171	60,463	11,292
LT0000049. Playground Equipment Renewals	39,389	173,801	134,412
00000510. Parks General - Replace Playground Equipment & Undersurfacing - Capital Renewal	39,389	173,801	134,412
LT0000050. Parks Reseal Programme including Geraldine Domain	367,220	486,983	119,763
00000509. Parks General Reseal Programme - Capital Renewal	367,220	461,309	94,089
00000520. Parks - Caroline Bay Development - Capital New	0	25,674	25,674
LT0000130. Additional costs include project management to acc	42,369	42,369	0
00000511. Parks General - Replacement Furniture Tables & Signs - Capital Renewal	42,369	42,369	0

LT0000132. Activity Delivery Reduction	0	(137,478)	(137,478)
00001905. Parks - Capex Delivery Reduction LTP2021	0	(137,478)	(137,478)
00001022. Parks - Structure Renewals	0	0	0
00001993. Better Off Funding Tracks and Trails	(146,724)	(146,724)	0
LT0000014. 07010.0702 : People and Capability Management Capi	0	0	0
00001644. Furniture & Fittings - People & Capability	0	0	0
LT0000132. Activity Delivery Reduction	0	0	0
00001906. People & Capability - Capex Delivery Reduction LTP2021	0	0	0
LT0000017. EQ strengthening	298,677	898,677	600,000
00001683. EQ Strengthening	267,555	867,555	600,000
00001935. High / Queen Street Yard reroofing	31,122	31,122	0
00001996. 107 Claremont Road recarpet	0	0	0
LT0000132. Activity Delivery Reduction	0	(60,000)	(60,000)
00001907. Property - Capex Delivery Reduction LTP2021	0	(60,000)	(60,000)
LT0000134. Buildings - Century Pool Gymports Facility	12,985	12,985	0
00001099. Buildings - Century Pool Gymsports Facility	12,985	12,985	0
00000488. House Coach Rd Geraldine - Capital Renewal	4,581	4,581	0
LT0000005. Public Toilets Renewals	21,309	33,086	11,777
00000630. Toilets - New Rural Toilets - Capital New	2,225	2,225	0
00001624. Public Toilet Renewals	19,084	30,861	11,777
LT0000006. ANZAC Square Replacement Toilet	75,166	75,166	0
00001625. ANZAC Square Replacement Toilet	75,166	75,166	0
LT0000132. Activity Delivery Reduction	0	(1,178)	(1,178)
00001908. Public Toilets - Capex Delivery Reduction LTP2021	0	(1,178)	(1,178)
LT0000101. Water Reticulation Capital Works	0	34,500	34,500
00001000. Rangitata Orari Water Race and Intake Renewals	0	34,500	34,500
LT0000132. Activity Delivery Reduction	0	0	0
00001909. Rangitata-Orari WS - Capex Delivery Reduction LTP2021	0	0	0
AP2400007. CityHub Strategy - Geraldine Strategic Plan	125,482	175,483	50,001
00001741. City Hub - Geraldine Strategic Plan	125,482	175,483	50,001
AP2400008. CityHub Strategy - Temuka Strategic Plan	64,373	114,374	50,001
00001742. City Hub - Temuka Strategic Plan	64,373	114,374	50,001
AP2400009. CityHub Strategy - Pleasant Point Strategic Plan	15,482	65,483	50,001
00001743. City Hub - Pleasant Point Strategic Plan	15,482	65,483	50,001
LT0000054. CityHub Strategy	830,617	1,307,872	477,255
00001597. CBD City Hub Capital Expenditure	(34,394)	442,861	477,255
CityTown Programme – T4 - Enhancement Projects	489,881	489,881	0
00001941. CityTown Programme – T5 -Master Plan	285,454	285,454	0
00001942. CityTown Programme – T6 - Private sector partnerships	6,322	6,322	0
00001943. CityTown Programme – T7 - Infrastructure & Engineering Design	79,504	79,504	0
00001944. CityTown Programme – T8 - Delivery & Investment Programme Plan	0	0	0
00001945. CityTown Programme – T9 - South Stafford Civic Development	0	0	0

00001946. CityTown Programme T0 – Communications & Engagement	3,849	3,849	0
LT0000055. CCTV Equipment	85,656	85,656	0
00001676. CCTV Equipment	85,656	85,656	0
LT0000132. Activity Delivery Reduction	0	(47,727)	(47,727)
00001910. Road/Street Landscapes - Capex Delivery Reduction LTP2021	0	(47,727)	(47,727)
LT0000093. Rural Stormwater Renewals	370	50,370	50,000
00000926. Rural Stormwater Renewals	370	50,370	50,000
LT0000132. Activity Delivery Reduction	0	0	0
00001911. Rural Stormwater - Capex Delivery Reduction LTP2021	0	0	0
LT0000149. Pleasant Point Stormwater Management Plan	33,029	53,029	20,000
00001985. Pleasant Point Stormwater Management Plan and Resource Consent	33,029	53,029	20,000
AP2400005. Seadown Water Supply Fluoridation	0	0	0
00001885. Seadown Water Supply Fluoridation	0	0	0
LT0000102. Seadown Scheme Upgrade	114,808	614,808	500,000
00000998. Seadown Watermain Renewals and Upgrade	114,808	614,808	500,000
LT0000103. Fixed Plant & Equipment Capital Works	35,057	38,057	3,000
00000565. Seadown Water Reticulation Maintenance Generated Renewals	12,585	15,585	3,000
00000815. Seadown Water Plant and Equipment Capital	22,472	22,472	0
LT0000132. Activity Delivery Reduction	0	0	0
00001912. Seadown WS - Capex Delivery Reduction LTP2021	0	0	0
LT0000075. Plant and Equipment Renewals and Upgrades - Minor	229,708	229,708	0
00001275. Wastewater Domestic Plant Mechanical and Electrical Capital	61,151	61,151	0
00001851. Pond Security Fencing Upgrades	168,556	168,556	0
LT0000076. Plant and Equipment Renewals and Upgrades - Upgrad	424,325	649,325	225,000
00000761. Wastewater Industrial Plant Mechanical and Electrical Capital	424,325	649,325	225,000
LT0000077. Plant and Equipment Renewals and Upgrades - Trade	2,452	102,452	100,000
00000705. Trade Waste Monitoring Equipment Renewals	2,452	102,452	100,000
LT0000079. Reticulation Renewals and Upgrades - Maintenance G	74,203	113,203	39,000
00000758. Sewer Reticulation Maintenance Generated Renewals	74,203	113,203	39,000
LT0000080. Reticulation Renewals and Upgrades - Network renew	635,061	1,235,061	600,000
00000724. Sewermain Reticulation Renewals & Upgrades	635,061	1,235,061	600,000
00000934. CLOSED	0	0	0
00001627. CLOSED	0	0	0
LT0000081. Wastewater Reticulation Modelling	0	21,200	21,200
00001255. Wastewater Reticulation Modelling	0	21,200	21,200
LT0000082. Talbot St Geraldine Sewer Siphon Upgrade	93,169	678,169	585,000
00001415. Talbot St Geraldine Sewer Siphon Upgrade	93,169	678,169	585,000
LT0000132. Activity Delivery Reduction	0	0	0
00001913. Sewer - Capex Delivery Reduction LTP2021	0	0	0
LT0000138. New Sewer Reticulation	74,907	74,907	0
00001692. New Sewer Reticulation	74,907	74,907	0
LT0000010. Flats 1 Edinburgh St Timaru - Capital Renewal	63,216	123,216	60,000
00000460. Flats 1 Edinburgh St Timaru - Capital Renewal	8,867	68,867	60,000
00001520. Social Housing - Healthy Homes	54,349	54,349	0
LT0000027. Extension Rebuild	42,369	42,369	0
00001689. Clyde Street Re-roof and Reclad	42,369	42,369	0
LT0000132. Activity Delivery Reduction	0	(6,000)	(6,000)
00001900. Housing - Capex Delivery Reduction LTP2021	0	(6,000)	(6,000)



LT0000133. Flats 61 63 65 Huffey St Geraldine - Capital Renew	13,976	13,976	0
00000466. Flats 61 63 65 Huffey St Geraldine - Capital Renewal	13,976	13,976	0
00000484. House 26 King St Timaru - Capital Renewal	4,956	4,956	0
00000609. Flats 89 Talbot St Geraldine - Capital Renewal	1,478	1,478	0
00001066. Property - Council Flats Insulation Upgrades	3,843	3,843	0
00001995. Social Housing Capital Works	0	0	0
LT0000070. Street & Public Lighting Renewals	17,248	97,248	80,000
00000881. WC222 Carriageway Lighting Structural Urban Subsidised Roading Capital Renewal - (Replaces W443)	0	0	0
00001675. Street & Public Lighting Renewals	17,248	97,248	80,000
AP2400001. Transport Choices - LTP ref 91	648,887	3,548,887	2,900,000
00001837. WC452 - TC - Public Transport Improvements	157,704	3,057,704	2,900,000
00001840. WC452 - Transport Choices - Parklet Structure	11,738	11,738	0
00001844. WC452 -TC - Strategic Cycle Networks	203,436	203,436	0
00001845. WC452 -TC - Sustainable School Travel	163,050	163,050	0
00001846. WC452 -TC - Walkable Neighbourhoods	96,430	96,430	0
00001954. WC452 - TC - Transport Choices - Parklet Structure 2	16,528	16,528	0
AP2400006. Roading Rehabilitations WC214	1,184,782	1,184,782	0
00000436. WC214 Asphaltic Overlays Subsidised Roading Capital Renewal	1,184,782	1,184,782	0
00001764. WC214 - Rehabilitations	0	0	0
LT0000059. Footpaths New and Renewals	1,655,526	1,655,526	0
00001219. WC211 Unsealed Pavement Rehabs	228,874	228,874	0
00001712. WC225 Footpath Renewals	1,258,867	1,258,867	0
00001934. WC225 - Port Loop Road, Timaru - New Kerb & Channel and Footpath (Shared Pathway)	167,785	167,785	0
LT0000060. Purchase of Land	47,454	47,454	0
00001677. Purchase of Land	37,186	37,186	0
00001879. 7 Napier Street Stopping	366	366	0
00001880. Mitre 10 Service Lane Stopping	3,899	3,899	0
00001881. Fitzgerald Road Stopping	6,004	6,004	0
LT0000061. Public Transportation Infrastructure	0	0	0
00001678. Public Transportation Infrastructure	0	0	0
LT0000062. Road Improvement Works - R2Z	1,079,685	1,769,685	690,000
00000449. WC341 R2Z - New Signs	5,564	5,564	0
00000450. WC341 New Signs Structural Rural Subsidised Roading Capital New	70,167	160,167	90,000
00000457. WC341 R2Z - New Safety Signage	89,436	89,436	0
00001799. WC341 R2Z – Quarry Road, Timaru – New Raised Pedestrian Crossing	11,737	11,737	0
00001810. WC341 R2Z – Hassall Street and Cain Street, Timaru – New Kerb & Channel / Roundabout	324,037	924,037	600,000
00001811. WC341 R2Z – Hassall Street and Harper Street, Timaru – New Roundabout	58,950	58,950	0
00001813. WC341 R2Z – School Speed Limit Signs (Variable and Permanent)	224,516	224,516	0
00001820. WC341 - R2Z - Park Lane/June Street, Timaru - New Roundabout	125,895	125,895	0
00001832. WC341 - R2Z - Woodlands Road/Hassall Street, Timaru - Raised Platforms	91,723	91,723	0

00001847. WC341 - R2Z - Hislop Street/Wilson Street, Geraldine - New Roundabout	36,331	36,331	0
00001855. WC341 - R2Z - Wai-iti Road/Selwyn Street and Wilson Street, Timaru - Raised Platform	2,447	2,447	0
00001870. WC341 - R2Z - Milford Clandeboye Road/Prattley Road/Milford Lagoon Road, Temuka - Intersection Improvements	8,003	8,003	0
00001962. WC341 - R2Z - Church Street/Grey Road, Timaru - Roundabout and Raised Safety Platforms	0	0	0
00001964. WC341 - R2Z - Grants Road, Timaru (Grantlea Downs) - New Raised Pedestrian Crossing	0	0	0
00001965. WC341 - R2Z - Victoria Street/Catherine Street, Timaru - New Roundabout	30,878	30,878	0
00001992. WC341 R2Z - Selwyn Street, Timaru (Oceanview School) - Raised Pedestrian (Zebra) Crossing	0	0	0
<b>LT0000063. Road Improvement Works - LCLR</b>	<b>896,784</b>	<b>1,496,784</b>	<b>600,000</b>
00001718. WC341 LCLR – Peel Forest Road, Peel Forest - New Pathway	4,894	4,894	0
00001734. WC341 LCLR – Fairview Road, Timaru – Barton Rural School Shoulder Improvements	887	887	0
00001754. WC452 Streets for People	182,800	182,800	0
00001768. WC341 Orari Station Road, Orari – Road Upgrade	16,922	16,922	0
00001773. WC341 LCLR – Fraser Street, Timaru - New Dish Channel	40,178	40,178	0
00001796. WC341 LCLR – Collins Street, Timaru - Street End Treatment	59,441	59,441	0
00001798. LCLR – Mahoneys Hill Road, Timaru – New Kerb & Channel and Footpath	142,939	142,939	0
00001806. WC341 LCLR – Lookout Road, Peel Forest – Route Improvements	3,721	3,721	0
00001814. WC341 LCLR – Cass Street, Temuka – New Pedestrian Crossings	52,777	52,777	0
00001816. WC341 LCLR – Evans Street, Winchester – New Kerb and Channel	79	79	0
00001818. WC341 LCLR – King Street (Town Square), Temuka –Road Layout Changes	6,823	6,823	0
00001819. WC341 LCLR – Wai-iti Road and Hopkins Street, Timaru – New Pedestrian Crossings	4,188	4,188	0
00001821. WC341 LCLR – June Street and Kitchener Square, Timaru – New Kerb and Channel	4,571	4,571	0
00001822. WC341 LCLR – Wai-iti Road and Le Cren Street, Timaru – Intersection Improvements	0	0	0
00001823. WC341 LCLR – Fraser Street, Temuka – Street End Treatment	1,568	1,568	0
00001825. WC341 LCLR – Te Ngawai, Pleasant Point – New Kerb & Channel / Footpath	0	0	0
00001826. WC341 LCLR - Glamis Street, Timaru - New Pedestrian Refuge Islands	34,260	34,260	0
00001828. WC341 LCLR – Glen Street/Athol Street, Timaru - Intersection Improvements	6,533	6,533	0

00001841. WC341 - R2Z - Hislop Street/Peel Street, Geraldine - New Roundabout and Median Islands	34,589	34,589	0
00001842. WC341 - LCLR - Wilson Street/Hunt Street, Timaru - New Kerb & Channel and Median Island	8,727	8,727	0
00001848. WC341 - LCLR - Seadown Road, Timaru - Seal Widening	58,017	658,017	600,000
00001853. Rangitata Seal Gorge seal widening	31,937	31,937	0
00001858. WC341 - LCLR - Te Ngawai Road, Pleasant Point - New Footpath	9,266	9,266	0
00001861. WC341 - LCLR - Raincliff Road/Monument Road/Middle Road, Pleasant Point - Intersection Improvements	4,929	4,929	0
00001937. WC341 - LCLR - Port Loop Road/The Terrace, Timaru - New Footpath	28,150	28,150	0
00001955. WC341 - LCLR - Gleniti Road, Timaru - New Kerb and Channel	80,252	80,252	0
00001956. WC341 LCLR - Gleniti Road/Spring Road, Timaru - Pedestrian Refuge Island and Kerb Projection	3,788	3,788	0
00001957. WC341 - LCLR - Moore Street, Timaru - New Footpath	326	326	0
00001958. WC341 - LCLR -Timaru-Temuka Highway, Temuka - New Footpath (Arowhenua)	14,558	14,558	0
00001961. WC341 - LCLR - Ashbury Park, Timaru - New Footpath	55,916	55,916	0
00001986. WC341 - LCLR - Washdyke Flat Road, Timaru - Urban Upgrade	1,225	1,225	0
00001989. WC341 - LCLR - Lindus Street/Orbell Street, Timaru - Pedestrian Refuge Island	2,523	2,523	0
<b>LT0000066. Reseals/Renewals</b>	<b>3,718,726</b>	<b>4,418,726</b>	<b>700,000</b>
00000428. WC212 Chip Reseal Subsidised Roading Capital Renewal	3,360,385	3,360,385	0
00001220. WC211 District Wide Unsealed Metalling	249,833	249,833	0
00001363. WC213 Various K&C Replace > 5m < 15m	93,897	93,897	0
00001379. WC341 Heaton Street - Southern Road Port Access	11,295	11,295	0
00001608. Central South Island Cycle Trails – Pleasant Point to Cave	67	700,067	700,000
00001767. WC341 Pages Road, Timaru - Road Upgrade	3,249	3,249	0
<b>LT0000067. Bridge &amp; Culvert Renewals</b>	<b>1,963,821</b>	<b>2,073,821</b>	<b>110,000</b>
00000431. WC213 Cross/Short Sts Timaru Kerb & Channel Renewal Subsidised Roading Capital Renewal	0	110,000	110,000
00000657. WC215 Professional Fees	19,296	19,296	0
00000878. WC213 Culvert Renewals Subsidised Roading Capital Renewal - (Replaces W430)	314,075	314,075	0
00001449. WC215 Winchester Hanging Rock Rd Bridge 341 Repair spalling, repaint guard rail	100,565	100,565	0
00001561. WC216 South Street Bridge #284 Replacement	1,096,428	1,096,428	0
00001850. Coulter Place Retaining Wall Replacement	433,458	433,458	0
<b>LT0000068. Kerb &amp; Channel Renewals</b>	<b>1,787</b>	<b>1,787</b>	<b>0</b>

00001765. WC341 - LCLR - Blair Street/Mahoneys Hill Road, Timaru - New Kerb and Channel	1,384	1,384	0
00001775. WC341 Wilmshurst Road West, Temuka – New Kerb and Channel	403	403	0
<b>LT0000069. Road Furniture/Signs Renewals</b>	<b>108,245</b>	<b>108,245</b>	<b>0</b>
00000439. WC222 Sign Renewals Corridor Urban Subsidised Roading Capital Renewal	18,855	18,855	0
00000440. WC222 Sign Renewals Corridor Rural Subsidised Roading Capital Renewal	78,955	78,955	0
00001395. WC215 Guardrails	10,434	10,434	0
LT0000130. Additional costs include project management to acc	0	591,070	591,070
00000588. WC341 Professional Fees - Capital Renewal	0	591,070	591,070
<b>LT0000132. Activity Delivery Reduction</b>	<b>0</b>	<b>(497,107)</b>	<b>(497,107)</b>
00001915. Streetlighting - Capex Delivery Reduction LTP2021	0	(8,000)	(8,000)
00001916. Subsidised Roading - Capex Delivery Reduction LTP2021	0	(489,107)	(489,107)
<b>LT0000135. Landsborough Road Bridge #133 Replacement</b>	<b>97,185</b>	<b>97,185</b>	<b>0</b>
00001441. WC216 Landsborough Road Bridge #133 Replacement	97,185	97,185	0
<b>LT0000136. Sowerbury Road #374 Bridge Renewal</b>	<b>75</b>	<b>75</b>	<b>0</b>
00001555. WC215 Sowerbury Road #374 bridge renewal	75	75	0
<b>LT0000139. Woodbury Road Rehab</b>	<b>893,521</b>	<b>893,521</b>	<b>0</b>
00001949. Woodbury Road Rehab	893,521	893,521	0
<b>LT0000140. Waitohi Pleasant Point Road Rehab</b>	<b>898,590</b>	<b>898,590</b>	<b>0</b>
00001951. Waitohi Pleasant Point Road Rehab	898,590	898,590	0
<b>LT0000141. Levels Valley Road Rehab</b>	<b>545,408</b>	<b>545,408</b>	<b>0</b>
00001952. Levels Valley Road Rehab	545,408	545,408	0
<b>LT0000142. Park Lane Rehab</b>	<b>414,822</b>	<b>414,822</b>	<b>0</b>
00001953. Park Lane Rehab	414,822	414,822	0
00001723. WC341 Hally Terrace, Temkua New Kerb and Channel	7,248	7,248	0
00001988. Galbraith pedestrian bridge renewal	1,637	1,637	0
<b>LT0000036. Fitness Equipment Capital Works</b>	<b>36,173</b>	<b>44,237</b>	<b>8,064</b>
00001691. CBay - Fitness Equipment Capital Works	36,173	44,237	8,064
<b>LT0000037. CBay Building Capital Works</b>	<b>216,899</b>	<b>246,899</b>	<b>30,000</b>
00000501. CBay Aquatic Centre - Capital New	0	0	0
00001863. Geraldine Sand Filter Upgrade	69,085	69,085	0
00001868. CBAY Closing off Reception Area	151,443	181,443	30,000
00001873. CBay Gym Access	22,532	22,532	0
00001874. CBay New Offices	29,047	29,047	0
00001875. CBay Chilax Area	5,791	5,791	0
<b>LT0000132. Activity Delivery Reduction</b>	<b>0</b>	<b>(807)</b>	<b>(807)</b>
00001917. Swimming Pools - Capex Delivery Reduction LTP2021	0	(807)	(807)
<b>AP2400004. Te Moana Water Supply Fluoridation</b>	<b>1,292</b>	<b>1,292</b>	<b>0</b>
00001886. Te Moana Water Supply Fluoridation	1,292	1,292	0
<b>LT0000104. Te Moana Downs New Water Treatment Plant</b>	<b>258,455</b>	<b>258,455</b>	<b>0</b>
00001511. Te Moana Water Treatment Plant Upgrade	189,454	189,454	0
00001572. Te Moana Water Network Modelling	69,001	69,001	0

LT0000105. Water Reticulation Capital Works	48,940	48,940	0
0000642. Te Moana Watermain Renewals and Upgrade	48,940	48,940	0
LT0000106. Water Reticulation Capital Works - Maintenance gen	86,165	89,665	3,500
0000566. Te Moana Water Reticulation Maintenance Generated Renewals	86,165	89,665	3,500
LT0000107. Fixed Plant & Equipment Capital Works	3,430	3,430	0
0000821. Te Moana Water Plant Pump and Equipment Capital	3,430	3,430	0
LT0000132. Activity Delivery Reduction	0	0	0
00001918. Te Moana WS - Capex Delivery Reduction LTP2021	0	0	0
LT0000086. Reticulation Renewals and Upgrades - Maintenance G	0	6,000	6,000
0000573. Temuka Stormwater Reticulation Renewals Utilities Maintenance Standing Order	0	6,000	6,000
LT0000087. Reticulation Renewals and Upgrades - Reticulation	1,041	151,041	150,000
0000898. Temuka Stormwater Reticulation Renewals and Upgrades	1,041	151,041	150,000
LT0000132. Activity Delivery Reduction	0	0	0
00001919. Temuka Stormwater - Capex Delivery Reduction LTP2021	0	0	0
LT0000147. Temuka Stormwater Management Plan and Re	33,864	53,864	20,000
00001983. Temuka Stormwater Management Plan and Resource Consent	33,864	53,864	20,000
LT0000031. Theatre Royal and Heritage Facility Development	3,107,864	9,861,238	6,753,374
0000493. Theatre Royal Stafford St Timaru - Capital Renewal	3,107,864	9,861,238	6,753,374
LT0000132. Activity Delivery Reduction	0	(675,337)	(675,337)
00001920. Theatre Royal - Capex Delivery Reduction LTP2021	0	(675,337)	(675,337)
LT0000088. Taitarakahi Creek Upgrade - Stormwater Drainage Ca	16,532	36,532	20,000
00001508. Taitarakahi Creek Railway Culvert Upgrade	16,532	36,532	20,000
LT0000089. Reticulation Renewals and Upgrades - Maintenance G	16,465	22,465	6,000
0000574. Timaru Stormwater Reticulation Renewals Utilities Maintenance Standing Order	16,465	22,465	6,000
LT0000090. Gleniti Area Stormwater System Bund Construction	0	0	0
0000663. Gleniti Area Stormwater System Construction	0	0	0
LT0000091. Timaru Stormwater Pumps Renewal	242,446	452,446	210,000
0000899. Timaru Stormwater Pumps Renewal	0	10,000	10,000
00001843. Caroline Bay Stormwater Pump Station and Upgrade	242,446	442,446	200,000
LT0000092. Reticulation Renewals and Upgrades - Timaru Stormw	792,360	1,042,360	250,000
0000711. Timaru Stormwater Reticulation Renewals and Upgrades	674,542	924,542	250,000
0000984. Timaru Stormwater Modelling	61,161	61,161	0
00001758. Brouchs Gully Stormwater Construction	56,657	56,657	0
LT0000132. Activity Delivery Reduction	0	0	0
00001922. Timaru Stormwater - Capex Delivery Reduction LTP2021	0	0	0
LT0000143. Timaru Stormwater Management Plan	51,924	71,924	20,000
00001978. Timaru Stormwater Management Plan and Resource Consent	51,924	71,924	20,000
LT0000144. Waitarakao/Washdyke Stormwater Management	162,529	222,529	60,000
00001979. Waitarakao/Washdyke Stormwater Management Plan and Resource Consent	162,529	222,529	60,000
00001972. Waitarakao/Washdyke Stormwater Modelling	8,590	8,590	0
AP2400002. Urban Water Fluoridation	82,672	82,672	0
00001887. Urban Water Supplies Fluoridation	82,672	82,672	0
LT0000108. Plant and Equipment Renewals and Upgrades - Water	248,504	386,784	138,280
00001485. Temuka Pump Station (McNair Road)	248,504	386,784	138,280
LT0000109. Reticulation Renewals and Upgrades - Urban Waterma	2,528,304	2,528,304	0
0000702. Urban Watermain Reticulation Renewals and Upgrades	2,403,928	2,403,928	0
00001281. New Reticulation - Urban Water	124,377	124,377	0
LT0000110. Reticulation Renewals and Upgrades - Pleasant Poin	6,307	9,307	3,000

0000562. Pleasant Point Water Reticulation Maintenance Generated Renewals	6,307	9,307	3,000
00001259. CLOSED - Pleasant Point Treated Water Storage	0	0	0
LT0000111. Pareora Pipeline Renewal	1,102,750	1,402,750	300,000
0000583. Pareora Pipeline - Capital Renewal	1,102,750	1,402,750	300,000
LT0000112. Reticulation Renewals and Upgrades - Maintenance G	610,273	700,273	90,000
0000564. Timaru Water Reticulation Maintenance Generated Renewals	610,273	700,273	90,000
LT0000114. Washdyke Watermain Network Improvements	2,059	2,059	0
00001490. Washdyke Watermain Network Improvements	2,059	2,059	0
LT0000115. Reticulation Renewals and Upgrades - Peel Forest W	311	3,311	3,000
0000978. Peel Forest Water Reticulation Maintenance Generated Renewals	311	3,311	3,000
LT0000117. Claremont Treatment Plant Upgrade - Claremont Wate	21,403	91,403	70,000
0000932. Claremont Water Plant and Electrical Renewal and Upgrade	21,403	91,403	70,000
LT0000118. Reticulation Renewals and Upgrades - Geraldine Wat	91,129	94,129	3,000
0000560. Geraldine Water Reticulation Maintenance Generated Renewals	74,201	77,201	3,000
0000930. Geraldine Water Treatment Plant Upgrade	16,928	16,928	0
LT0000119. Plant and Equipment Renewals and Upgrades - Timaru	152,174	227,174	75,000
00001378. Timaru Intake Renewals	152,174	227,174	75,000
LT0000120. Claremont Reservoir Cover Replacement	0	0	0
00001284. Claremont Reservoir Cover Replacement	0	0	0
LT0000121. Plant and Equipment Renewals and Upgrades - Temuka	80,891	115,891	35,000
0000563. Temuka Water Reticulation Maintenance Generated Renewals	80,891	95,891	15,000
00001243. Temuka Source Upgrade	0	20,000	20,000
LT0000122. Plant and Equipment Renewals and Upgrades - Plant	89,348	99,348	10,000
0000820. Urban Water Pump, Plant and Equipment Capital	89,348	99,348	10,000
00001514. CLOSED - Gleniti Control Chamber Upgrade	0	0	0
LT0000132. Activity Delivery Reduction	0	0	0
00001923. Urban WS - Capex Delivery Reduction LTP2021	0	0	0
LT0000145. Pareora River Water Take Resource Consent	1,410	49,910	48,500
00001975. Pareora River Water Take Resource Consent Renewal	1,410	49,910	48,500
00001292. CLOSED - Claremont Building Renewal and Upgrade	0	0	0
00001991. Geraldine Trunk Main Duplication	4,235	24,235	20,000
LT0000094. Waste Minimisation Capital Works (new/improved ass	19,437	101,840	82,403
00001663. Waste Minimisation Capital Works (new/improved asset)	19,437	101,840	82,403
LT0000095. Plant Purchases including New Glass Bins	82,815	98,000	15,185
00001664. Plant Purchases including New Glass Bins	82,815	98,000	15,185
LT0000096. Landfill Cells Development	860,820	1,750,754	889,934
00001665. Landfill Cells Development	860,820	1,750,754	889,934
LT0000097. Landfill Roding Programme (sealed areas)	0	0	0
00001666. Landfill Roding Programme (sealed areas)	0	0	0
LT0000098. Landfill gas systems	110,681	140,000	29,319
00001667. Landfill gas systems	110,681	140,000	29,319
LT0000099. Fixed Plant & Equipment Renewals	0	127,000	127,000
00001669. Waste Minimisation - Fixed Plant & Equipment Renewals	0	127,000	127,000
LT0000132. Activity Delivery Reduction	0	(125,876)	(125,876)
00001925. Waste Min - Capex Delivery Reduction LTP2021	0	(125,876)	(125,876)
LT0000137. Waste Minimisation - Building Capital Works	375	375	0
00001668. Waste Minimisation - Building Capital Works	375	375	0
LT0000009. Equipment (new sirens, handsets and bases replacem	0	0	0
00001642. Equipment (new sirens, handsets and bases replacement)	0	0	0
LT0000132. Activity Delivery Reduction	0	0	0

00001892. Civil Defense Capex Delivery Reduction LTP2021	104,519	104,519	0
AP2400003. Downlands Fluoridation	0	0	0
00001884. Downlands Fluoridation	0	0	0
LT0000123. Downlands Reservoir Cover Renewals	29,204	29,204	0
00001181. Downlands Reservoir Cover Renewals	29,204	29,204	0
LT0000125. Reticulation Renewals and Upgrades - Reticulation	757,950	880,950	123,000
00000837. Downlands Reticulation Renewals and Upgrade	747,147	870,147	123,000
00001479. Springbrook Treatment Upgrade	10,803	10,803	0
00001502. CLOSED - Davison Road Taiko Watermain Renewal	0	0	0
LT0000126. Reticulation Renewals and Upgrades - Maintenance G	118,013	135,233	17,220
00000833. Downlands Reticulation Maintenance Generated Capital Renewals	118,013	135,233	17,220
LT0000127. New Reticulation and Upgrade	1,009,902	1,050,902	41,000
00000888. Downlands Additional Water Supply Strategy - Reticulation	5,898	5,898	0
00001570. Opihi River Crossing Pipeline	1,004,003	1,045,003	41,000
LT0000128. Te Ana Wai Treatment Raw Water Storage	988,756	1,029,756	41,000
00001430. Te Ana Wai Treatment Raw Water Storage	988,756	1,029,756	41,000
LT0000129. Te Ana Wai Water Treatment Plant Upgrade	15,908	15,908	0
00001429. Te Ana Wai Water Treatment Plant Upgrade	3,100	3,100	0
00001431. CLOSED - Te Ana Wai Infiltration Gallery and Pumps	0	0	0
00001478. Downlands Water Plant Pumps and Equipment Capital	12,808	12,808	0
LT0000132. Activity Delivery Reduction	0	0	0
00001895. Downlands Capex Delivery Reduction LTP2021	0	0	0
<b>Total:</b>	<b>38,512,000</b>	<b>60,985,397</b>	<b>22,473,397</b>

## 9.7 Council Investments and Borrowing

**Author:** Ashlea Whyte, Finance Manager

**Authoriser:** Andrea Rankin, Chief Financial Officer

### Recommendation

That the Commercial and Strategy Committee receives and notes the Council Investments and Borrowing report.

### Purpose of Report

1. To update the Committee on the status of Council's treasury activities at 31 March 2024.

### Assessment of Significance

2. This matter is assessed to be of low significance under the Council's Significance and Engagement Policy. This is a regular report to the Council on the status of Council's borrowing and investments. Council's Financial Strategy is consulted on as part of each Long Term Plan review cycle.

### Background

3. Council's treasury management involves holding a range of investments and borrowing to fund long term capital projects and operational expenditure as agreed in the Annual Plan or Long Term Plan.
4. Council treasury activities are managed in compliance within the limits of the Council's Treasury Management Policy (TMP).
5. Bancorp Treasury Services Limited provide external treasury advice to Council on borrowing and investment decisions.
6. As at 31 March 2024, all transactions have been transacted in compliance with Council Policies and performance of Council Treasury activities are well managed.

### Discussion

7. This report is to be read in conjunction with the attached detailed report titled "Treasury Reporting Dashboard – 31 March 2024".
8. Liquidity and Funding
  - 8.1. Liquidity and funding refers to total external Council drawn debt and undrawn bank facilities. The funding profiles and sources must agree with policy control limits.
  - 8.2. Timaru District Council has access to three key sources of funding from the Local Government Funding Agency ("LGFA"). These are:
    - Commercial Paper ("CP") – unsecured money market instrument issued in the form of a promissory note;
    - Floating Rate Notes ("FRN") – debt instruments with variable interest rates; and



- Fixed Rate Bonds (“FRB”) – fixed rate throughout the life of the bond.

- 8.3. Total borrowings as at 31 March 2024 were \$220.5 million. The net debt position at the same date is \$189.92 million. Net debt is total borrowings less cash reserves held by Council.
- 8.4. Debt to revenue ratio as at 31 March 2024 is 153%. Council’s debt to revenue ratio limit is 210% as set out in its Financial Strategy.
- 8.5. All Liquidity and Funding limits are compliant with policies.

## 9. Interest Rate Risk

- 9.1. The Interest rate risk section of the report refers to whether Council’s hedging profile is within policy limits as well as the split between Fixed Debt and Floating cover.
- 9.2. The chart on the attached hedging profile on page 5 is based on 75% of LTP debt projections scenario which the Council believes is realistic and achievable. This illustrates that the Council is within the policy bands contained in the LTP.
- 9.3. All Up Weighted Average Cost of Funds Including Margin is 4.01%.
- 9.4. All interest rates are within policy bands.
- 9.5. As at 31 March 2024, the Council has a total of \$61 million of interest rate swaps with various maturity start and end dates through to December 2028. The net increase in fair value gain on revaluation for the current quarter is \$1.09 million.

## 10. Investment Management

- 10.1. Cash investments are broken down by special and general funds.
- 10.2. Special Funds are held for specific purposes as set out in the Long Term Plan, Annual Plan and Annual Report. These funds are invested for approved future expenditure, to implement strategic initiatives, support intergenerational allocations, bequests, and other reserves.
- 10.3. General Funds are cash reserves held for day to day operating activities. General Fund balances fluctuate across the quarter depending on operational income and expenditure cash flows. Council has a financial strategy to maintain a minimum of \$10 million general funds for liquidity purposes.
- 10.4. The total cash investments of Council as at 31 March 2024 is \$20.95 million.

## Attachments

1. **Timaru DC - Quarterly Dashboard March 2024** [↓](#) 



# Treasury Reporting Dashboard

31 March 2024

STRICTLY PRIVATE AND CONFIDENTIAL



# Economic Commentary

2

## Global (for the March 2024 quarter)

The first quarter of 2024 was another volatile one for the US bond market, with the 10-year treasury starting the year at 3.88% and closing on 31 March at 4.32% which was back at the quarter's highs. Within the quarter, there was significant volatility with both sharp rallies and significant sell off in rates.

The February US Federal Open Market Committee ("FOMC") statement provided some positivity about interest rate cuts with the removal of the previous reference that "additional policy firming" may be required. The statement did however highlight that the timing of the easing cycle will be data-dependent stating that, "*The Committee does not expect it will be appropriate to reduce the target range until it has gained greater confidence that inflation is moving sustainably toward 2.0%.*" Market pricing is assigning a 64% chance that the first cut will occur in June and a 100% chance that it will happen in July.

New York Fed member, John Williams, continued to push back against an aggressive cutting cycle given the stickiness of inflation stating, "*at some point, I think it will be appropriate to pull back on restrictive monetary policy, likely later this year. But it's really about reading that data and looking for consistent signs that inflation is not only coming down but is moving towards that 2% longer-run goal.*"

One of the key questions for 2024, with the global GDP growth outlook deteriorating, was which country, or economic block, will contribute to global growth alongside the US, or if the US falters. At this stage, it appears highly unlikely that the Chinese economy will provide such stimulus given that the domestic economy appears to be in a deflationary spiral with CPI at -0.3% and PPIs at -2.7% for the last 12 months, with the ongoing monthly declines worse than those seen in the Asian Crisis in the late 1990s. While GDP printed at 5.2% for 2023, it was China's slowest annual pace of annual growth since the 1990s and many independent analysts argue that it was closer to zero given the ongoing plunge in property prices and construction levels. IMF President, Kristalina Georgieva, probably summed it up best at the meeting in Davos when she stated, "*China needs structural reforms to continue to open up the economy, to balance their growth model more towards domestic consumption.*"

The increasing and worrying risk for both New Zealand and the global economy continues to be China. This was reinforced again last week, when the People's Bank of China ("PBOC") announced its biggest ever reduction in the benchmark mortgage rate, as authorities again tried to support the struggling property market and thus the broader economy. The 25bps cut to the five-year loan prime rate ("LPR") was the largest since the reference rate was introduced in 2019 and was more than what was expected. The LPR now stands at 3.95% from 4.20% previously, while the one-year LPR was left unchanged at 3.45%.

Australian inflation rose 3.4% in the January year, its lowest level since November 2021. The increase was led by insurance and financial services (8.2%), alcohol and tobacco (6.7%), food and non-alcoholic beverages (4.4%), and housing (4.6%).



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# Economic Commentary

## New Zealand (for the March 2024 quarter)

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	OCR	90 day	2 years	3 years	5 years	7 years	10 years
31 Dec 2023	5.50%	5.63%	4.64%	4.32%	4.09%	4.07%	4.14%
31 Mar 2024	5.50%	5.63%	4.85%	4.51%	4.38%	4.38%	4.46%
Change	0%	0%	+0.21%	+0.19%	+0.29%	+0.31%	+0.32%

The March 2024 quarter saw significant volatility, with the benchmark 5-year swap opening the year at 4.08%, reaching a high of 4.77% on 14 February before closing the quarter at 4.37%. At the shorter end of the yield curve the 2 year swap traded in a 4.64% to 5.27% range, finishing the quarter at 4.79%.

The year opened with significant optimism that significant rate cuts were on the near-term horizon, with this being a function of optimism of significant cuts from both the US Fed and the RBNZ, with at one point six 25 basis point rate cuts being built into market pricing of both the NZ and US markets.

The Reserve Bank of New Zealand ("RBNZ") seemed to want to temper these expectations with a speech from its Chief Economist Paul Conway on the 30<sup>th</sup> January saying that while the September GDP print was very weak and the June number was revised lower, its focus was on continuing capacity pressures, stronger than expected private demand, continuing strong net inward migration and that non-tradeable inflation was uncomfortably high at 5.9%. The message from this was that the RBNZ has a long way to get inflation back to the midpoint of 2.0%.

This statement was likely behind one of the strangest calls from a local bank for quite some time, with the ANZ coming out with a revised forecast of two consecutive OCR increases, which would have taken the rate from 5.50% to 6.00%, the market reaction was severe flipping from a 40% chance of a cut in May to the strong probability of an increase and pushing swap rates noticeably higher.

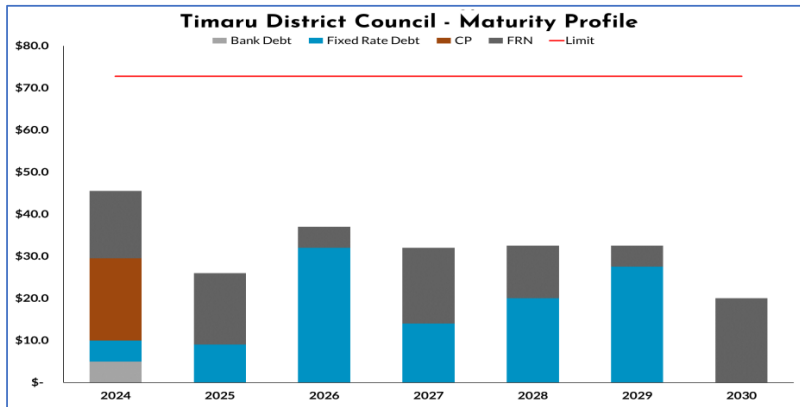
The RBNZ's Monetary Policy Committee ("MPC") torpedoed any hopes the ANZ had, maintaining the OCR at 5.50% with the MPC statement and the Q&A session taking a slightly 'dovish' stance. The RBNZ downgraded its 2024 CPI and unemployment forecasts and lowered its OCR forecasts slightly with the central bank projecting rate cuts to start in H1 2025 with the OCR falling to 3.00% by 2026. In the Q&A session, Governor Orr confirmed the committee had considered raising rates but decided to hold on to a "very strong consensus". This saw the local swaps curve immediately fall by 25bps to 30bps with the market projecting the first cut to occur in August this year and for the OCR to be 4.00%-4.25% by July 2025. Recent data tends to favour the easing cycle starting sooner than the RBNZ is projecting, with unemployment up to 4.0% in Q4 and retail sales volumes contracting by 1.9% over the same period, despite surging immigration and higher retail pricing, while residential building consents are down 28% on an annual basis.

NZ economic data throughout the quarter has been almost universally poor, with the only exception being tourism-related data. When adjusting the poor economic data with the strong net migration, the per capita data reveals an even poorer economic picture. Adding to this theme are regular announcements of job losses occurring in both the private and public sectors. On the 21<sup>st</sup> of March, Q4 2023 GDP data officially confirmed NZ was in a recession with a 0.1% contraction in the December quarter.



# Liquidity and Funding

4

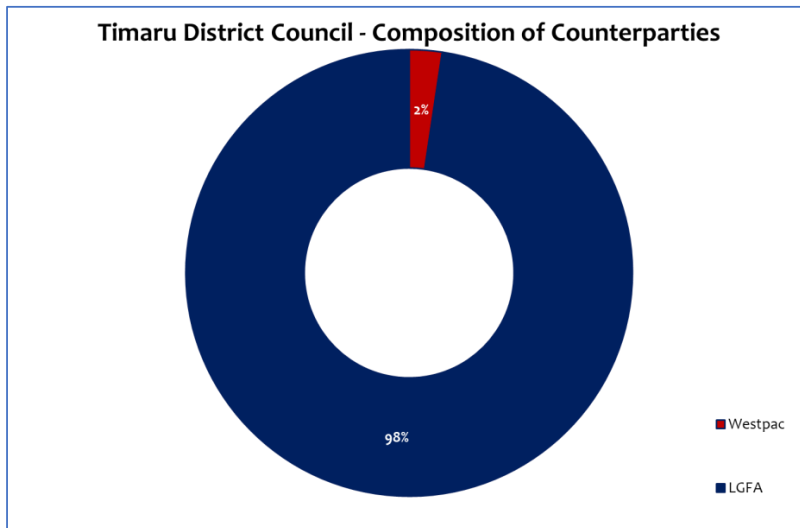


Debt  
**\$220.5m**  
 Total External Council Drawn Debt

LGFA  
**\$220.5m**  
 Funds Drawn from LGFA

Net debt  
**\$189.92m**  
 Debt, less cash, term deposits and SFP bond investments

Headroom/Bank facility  
**\$5.0m**  
 Undrawn Bank Facilities



Liquidity Ratio (minimum LGFA requirement 110%)  
**116.14%**  
 Definition: (Cash + term deposits + longer dated financial assets that can be sold + committed undrawn bank facilities+ Drawn Debt)/Drawn Debt

Policy Bands			
	Minimum	Maximum	
0 - 2 years	40%	100%	Compliant
2 - 4 years	20%	80%	Compliant
4 - 8 years	0%	60%	Compliant

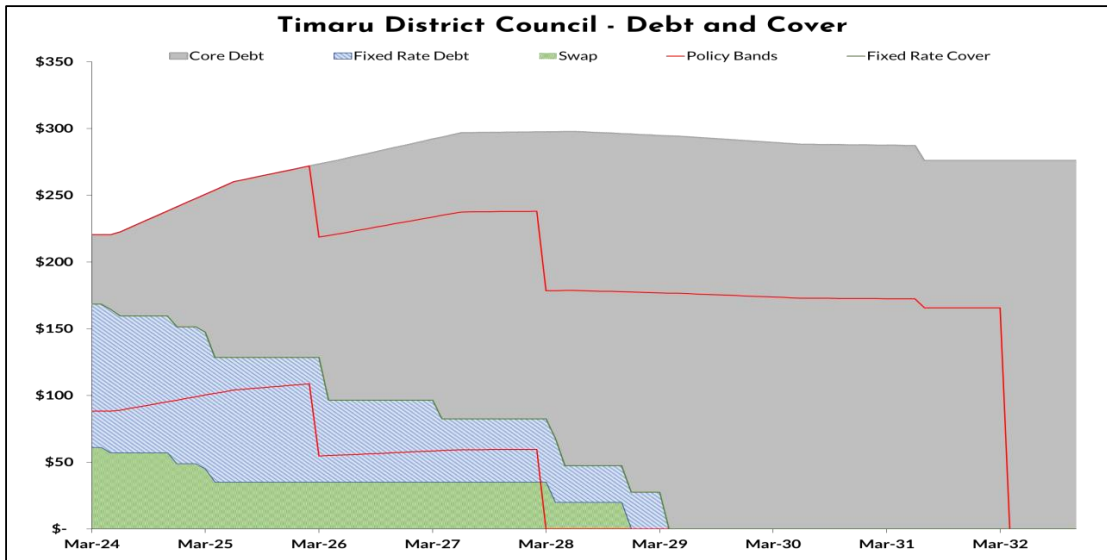
Policy Compliance	Compliant	Flag
Have all transactions been transacted in compliance with policy?	Yes	
Is fixed interest rate cover within policy control limits?	Yes	
Is the funding maturity profile within policy control limits?	Yes	
Is liquidity within policy control limits?	Yes	
Are all counterparty exposures within policy control limits?	Yes	



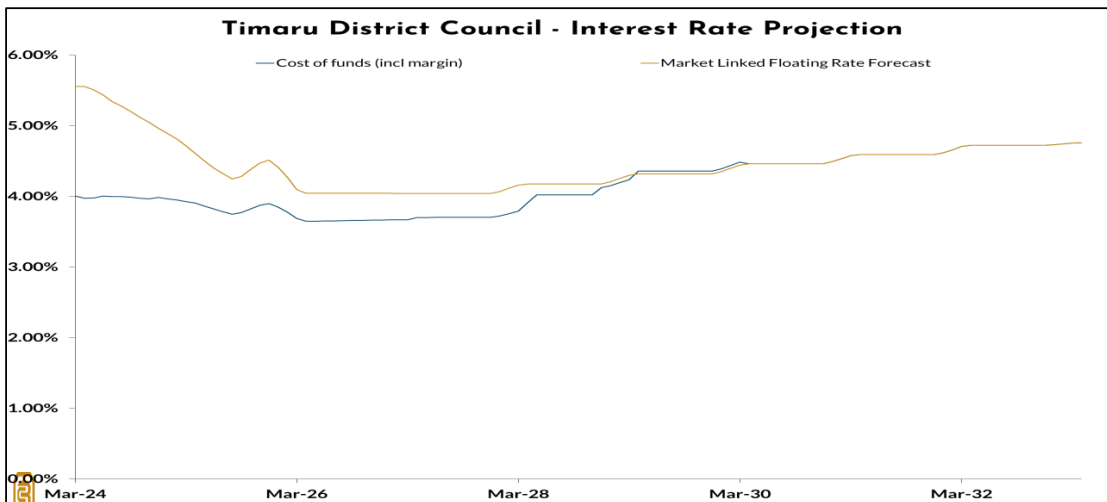


# Interest Rate Risk

5



<b>Current % of Debt Fixed</b>	76.4%
<b>Current % of Debt Floating</b>	23.6%
<b>Value of Fixed Rate (m)</b>	\$168.5
<b>Weighted Average Cost of Fixed Rate Instruments</b>	3.22%
<b>Value of Floating Rate (m)</b>	\$52.0
<b>Current Floating Rate</b>	5.63%
<b>Current Floating Rate (incl margin)</b>	6.01%
<b>All Up Weighted Average Cost of Funds Including Margin</b>	4.01%
<b>Total Facilities In Place</b>	\$225.5



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# Investment Management

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## Special Funds Portfolio Summary

As of 31 March 2024, TDC's Special Funds Portfolio ("SFP") had a nominal value of \$1,170,000 and a market value of \$1,091,599. The makeup of the SFP as of 31 March 2024, including its valuation, is shown in the following table.

Issue	Rating	Maturity Date	Nominal Value	Coupon Rate	Purchase Yield	Yield	% of Portfolio	Duration	Capital Price	Accrued Interest	Gross Price
Meridian	BBB+	27-Jun-25	\$170,000	4.21%	4.20%	5.66%	15.48%	1.18	\$167,074	\$1,858	\$168,932
ANZ	A-	17-Sep-26	\$1,000,000	3.00%	3.00%	6.50%	84.52%	2.31	\$921,525	\$1,141	\$922,667
<b>Total</b>			<b>\$1,170,000</b>	<b>3.18%</b>	<b>3.74%</b>	<b>6.37%</b>	<b>100.00%</b>	<b>2.13</b>	<b>\$1,088,600</b>	<b>\$2,999</b>	<b>\$1,091,599</b>



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# LGFA Borrowing Rates



## As at 31 March 2024

Listed below are the credit spreads and applicable interest rates as at the end of March 2024 for Commercial Paper (“CP”), Floating Rate Notes (“FRN”) and Fixed Rate Bonds (“FRB”), at Timaru District Council could source debt from the Local Government Funding Agency (“LGFA”).

Maturity	Margin	FRN (or CP Rate)	FRB
3 month CP	0.15%	5.79%	N/A
6 month CP	0.15%	5.72%	N/A
April 2024	0.32%	5.96%	5.90%
April 2025	0.42%	6.06%	5.75%
April 2026	0.49%	6.13%	5.35%
April 2027	0.62%	6.26%	5.19%
May 2028	0.71%	6.35%	5.13%
April 2029	0.80%	6.44%	5.15%
May 2030	0.88%	6.52%	5.21%
May 2031	0.97%	6.61%	5.33%
April 2033	1.04%	6.68%	5.44%
May 2035	1.12%	6.76%	5.58%
April 2037	1.18%	6.82%	5.71%





# Funding

8

As of 31 March 2024, TDC had \$220.5 million of core debt, all of which is sourced from the LGFA using CP, FRNs, and FRBs. TDC also has a bank facility with Westpac Bank for \$5.0 million which matures in October 2024. Details of TDC's drawn debt as of 31 March 2024 are as follows:

Instrument	Maturity	Yield	Margin	Amount
LGFA FRN	15-Apr-24	6.13%	0.49%	\$5,000,000
LGFA FRN	15-Apr-24	6.06%	0.42%	\$5,000,000
LGFA FRN	15-Apr-24	6.03%	0.39%	\$6,000,000
LGFA FRB	15-Jun-24	3.40%	N/A	\$5,000,000
LGFA CP	18-Jun-24	5.85%	N/A	\$19,500,000
LGFA FRB	15-Apr-25	3.87%	N/A	\$5,000,000
LGFA FRN	15-Apr-25	6.06%	0.42%	\$5,000,000
LGFA FRN	15-Apr-25	5.98%	0.34%	\$5,000,000
LGFA FRN	15-Apr-25	6.11%	0.47%	\$7,000,000
LGFA FRB	15-Apr-25	5.50%	N/A	\$4,000,000
LGFA FRB	15-Apr-26	1.63%	N/A	\$10,000,000
LGFA FRN	15-Apr-26	6.02%	0.38%	\$5,000,000
LGFA FRB	15-Apr-26	5.32%	N/A	\$4,000,000
LGFA FRB	15-Apr-26	5.08%	N/A	\$8,000,000
LGFA FRB	15-Apr-26	5.31%	N/A	\$10,000,000
LGFA FRB	15-Apr-27	1.84%	N/A	\$10,000,000
LGFA FRN	15-Apr-27	6.06%	0.42%	\$10,000,000
LGFA FRB	15-Apr-27	5.21%	N/A	\$4,000,000
LGFA FRN	15-Apr-27	6.25%	0.61%	\$8,000,000
LGFA FRB	15-May-28	2.09%	N/A	\$20,000,000
LGFA FRN	15-May-28	6.32%	0.58%	\$5,000,000
LGFA FRN	15-May-28	6.36%	0.74%	\$7,500,000
LGFA FRB	20-Apr-29	2.25%	N/A	\$20,000,000
LGFA FRN	20-Apr-29	6.28%	0.63%	\$5,000,000
LGFA FRB	20-Apr-29	5.24%	N/A	\$7,500,000
LGFA FRN	15-Apr-30	6.18%	0.54%	\$10,000,000
LGFA FRN	15-Apr-30	6.31%	0.67%	\$10,000,000



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## 9.8 Representation Review 2024 - Adoption of Initial Proposal

**Author:** Brendan Madley, Policy Advisor

**Authoriser:** Stephen Doran, Group Manager Corporate and Communications

### Recommendation

That Council:

1. Receive the “Representation Review 2024 – Adoption of Initial Proposal” report; and
2. Consider how its representation arrangements can best provide for the fair and effective representation of identified communities of interest; and
3. Adopt one Initial Proposal option from the range of options outlined in the report.

### Purpose of Report

- 1 For Timaru District Council (Council) to consider its representative arrangements for the 2025 and 2028 local body elections, and to adopt an Initial Proposal as the basis for public consultation.

### Assessment of Significance

- 2 The adoption of an Initial Proposal is considered to be of medium significance when assessed against Council’s current Significance and Engagement Policy. This is because Council’s representative arrangements directly impact how residents participate in the democratic process, and how Council is held to account by the public. Further, there is the possibility that the Initial Proposal will automatically become the basis of the elections.<sup>1</sup>

### Background

- 3 Territorial authorities are required to undertake a Representation Review at least once every six years (s19H of the Local Electoral Act 2001 (LEA)). Council last undertook a Representation Review in 2018 for the 2019 and 2022 local elections (and any byelections that might have occurred during this period).
- 4 The purpose of the Representation Review is to allow Council to consider its representative arrangements and how it can best provide for, “effective representation of communities of interest” (s19U LEA) and “fair representation of electors” (s19V LEA).
- 5 The key decisions that Council must resolve are:
  - 5.1 The basis of how Councillors are elected (whether by ward, at large, or a combination)<sup>2</sup>
  - 5.2 The total number of Councillors<sup>3</sup>, and the number elected per ward (if applicable)
  - 5.3 The names and boundaries of each ward (if applicable)

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<sup>1</sup> This will only occur if no submissions on the Initial Proposal are received, and (if applicable) all wards are within the +/-10% threshold.

<sup>2</sup> The Mayor is required to be elected at large.

<sup>3</sup> Can be between 5 and 29 Councillors, plus the Mayor.

- 5.4 Whether community boards are to be constituted; if yes, the above three considerations need to be applied to community boards
- 6 Districts are assumed to potentially comprise of distinct and identifiable communities of interest which may require specific representation at Council. Whilst the LEA does not define communities of interest, they are considered to, in practice, have perceptual, functional, and political characteristics. They are required to be able to be represented geographically, but do not need to be contiguous.
- 7 Communities of interest can be identified by considering a number of factors, including physical and geographic features, demographic and growth profiles, historical and cultural characteristics, socioeconomic and ethnic groupings, economy and industry, community and recreation spaces, and education and transport links. For example, the 2018 Representation Review identified distinct communities of interest within the district between the residents of relatively urban Timaru township, and the residents of smaller settlements or rural areas.
- 8 Council has held three Representation Review workshops to date.
- 9 The first workshop, in August 2023, outlined the legislative context and highlighted that the shifting demographics within the District since the 2018 review presents challenges to retaining the status quo arrangements; namely that, based on the 2023 population estimates, the Geraldine Ward is under-represented by elected members per capita relative to the Timaru Ward and the Temuka-Pleasant Point Ward.
- 10 The number of elected members per capita per ward (if wards are constituted) must be within +/- 10% of the district wide average to facilitate fair representation. The +/- 10% threshold can be influenced by altering ward boundaries and/ or the number of elected members.
- 11 Whilst a local authority's first responsibility is to attempt to comply with this requirement, the LEA provides for three exemptions. These are where it is deemed by Council that meeting this threshold would disadvantage an island or isolated community, or limit effective representation by splitting a community of interest or artificially uniting different communities of interest (s19V LEA). In these situations, effective representation is given priority over fair representation.
- 12 Any exemption must be approved by the LGC. The LGC has the discretion to decline to approve an exemption, and to make a final determination.
- 13 The second workshop, in November 2023, presented potential options to address this matter, primarily by relocating the electoral ward boundary at Orari. Councillors requested additional information be presented to them at a third workshop. A workshop was also held for Community Boards at this time.
- 14 The third workshop, in March 2024 presented four boundary change options for discussion, and gave consideration to altering the total number of elected members. The four boundary options were:
- a) Retaining the status quo boundaries and seeking a Local Government Commission (LGC) determination as the Geraldine Ward would be outside the +/- 10% scope.
  - b) Moving the boundary (primarily at Orari but also affecting adjacent areas at Rangitata Island and Kakahu), so that either (2a) the entire township moved from the Geraldine Ward into the Temuka-Pleasant Point Ward or (2b) that the boundary was as closely aligned to the state highway as possible; either would address the under-representation issue.

- c) Adding a fourth ward by splitting the Temuka-Pleasant Point Ward along the Community Board boundaries.
  - d) Creating an Urban Ward and a Rural Ward, noting that further information would be required to progress this option.
- 15 Councillors requested that Options 1, 2a, and a new option (replacing the current three wards with a “North of the Opihi Ward” and a “South of the Opihi Ward”) be prepared in a Council report for consideration at the May Council meeting. Councillors appeared to prefer shifting ward boundaries rather than altering the number of elected members to comply with the +/-10% threshold, and the options reflect this. The exception is Option Three, where three configurations of the total number of elected members are presented as all are compliant.
- 16 Officers presented a Representation Review update to the April 2024 Community Board meetings, and received the following feedback.
- 17 Temuka Community Board:
- 17.1 Declined to express a view about whether Orari and associated areas would be given more effective representation by the Temuka-Pleasant Point Ward or the Geraldine Ward.
  - 17.2 Believed that guaranteed rural representation at Council is important, and thus support the current ward system to facilitate this.
- 18 Pleasant Point Community Board:
- 18.1 Expressed support for the current ward and community board arrangements, and believed that they are providing good democratic representation.
  - 18.2 Noted that democracy and community involvement is relatively vibrant at the grassroots level, for instance as demonstrated through their well-attended public forum at the meeting.
- 19 Geraldine Community Board:
- 19.1 Expressed support for Orari and associated areas to remain within the Geraldine Ward on the basis that they believe they more closely align with the Geraldine Ward than the Temuka-Pleasant Point Ward, and thus can be represented more effectively under the status quo. Anecdotal evidence presented included schooling and shopping ties to Geraldine.
  - 19.2 Believed that Council should apply for an exemption from the LGC for the Geraldine Ward to remain outside the +/-10% threshold.
  - 19.3 Noted that Orari had participated in the development of, and was represented by, the recently approved Geraldine Strategic Plan.
  - 19.4 Questioned whether the Geraldine Community Board was under-sized to represent its community adequately compared with, for instance, the Pleasant Point Community Board.
  - 19.5 Noted that the Geraldine Ward is difficult for one elected member to adequately represent given its large geographic size.
  - 19.6 Questioned whether any movement of ward boundaries might impact school zones and property prices.

- 20 The Geraldine Community Board also provided a written submission to the Mayor and Representation Review dated 10 December 2023, which outlined several of the above points. The letter is attached for reference. Aspects of the letter may have been superseded by subsequent events.
- 21 Council's decisions about electoral systems and Māori ward/s are related to the Representation Review. Council resolved to retain the First Past the Post electoral system for the next two local body elections at its meeting on 5 September 2023. Council has decided not to introduce a Māori ward as part of this Representation Review. Consequently, the government's recent announcement requiring polls for any Māori wards introduced this Representation Review cycle does not impact Council.

### **Discussion**

- 22 The following matters are relevant to Council when determining its Initial Proposal to best provide for the effective and fair representation of communities of interest.

#### *Communities of interest*

- 23 Council should consider whether the current representative arrangements accurately reflect communities of interest. It is important to note that if the communities of interest have changed, there may be flow-on implications for how effective and fair representation should be best provided for the district.
- 24 Officers are not aware of any significant changes to key factors (such as those noted at point 7 in this report) that may justify a significant change to communities of interest. Council needs to satisfy itself that any changes to its conceptualisation of communities of interest are supported by sufficient evidence.
- 25 The Orari, Kakahu and Rangitata Island areas have been identified as areas which, under one option, would shift from being represented by one ward to represented by another ward. Council should consider whether these areas align with any particular community of interest and, if so, how strongly they align. This is relevant for how Council considers any potential trade-off between effective representation and fair representation when determining which option to adopt.
- 26 At this stage of the review, the identification of communities of interest is at the discretion and judgement of Councillors. In making this decision, Councillors can be informed by community board members, feedback from the community, and advice provided by officers.
- 27 The workshop and Community feedback to date has indicated mixed views as to whether the district's communities of interest are settled, and whether the Orari, Kakahu and Rangitata Island areas are strongly aligned to any particular community of interest. The stronger any area is aligned to a community of interest, the greater the likelihood that shifting them from one ward to another will affect their ability to be effectively represented at Council.

#### *Effective representation*

- 28 Council should consider how best to provide effective representation for identified communities of interest. There are two aspects to this: how Councillors are elected, and the number of Councillors.
- 29 Councillors can be elected by wards, at large, or a combination of both. An at-large approach allows for all voters in a district to have an "equal" vote but does not provide for the guaranteed representation of any identified communities of interest like the ward system.

However, if no communities of interest are deemed to exist, the corollary is that Councillors should be elected at-large.

- 30 The workshops and Community Board feedback to date indicates that the ward system is valued because it gives a guaranteed voice and weight to different areas of the district, and that its perceived benefits outweigh any trade-offs. Officers consider that, given the demographic profile of the district, a mixed election system could become confusing for voters, increase the relative representation of Timaru township, and decrease the relative representation of smaller and rural settlements. This is at odds with the likely justification for a ward system.
- 31 Council can consist of anywhere between 5 and 29 elected Councillors, plus the Mayor. Council should consider whether the workload of the Councillors, and their ability to interact with and represent their ward constituents, is currently appropriate, or whether fewer or additional Councillors would be an improvement relative to the current nine.
- 32 The physical size of wards (i.e. the travel time required to meaningfully represent an area) and the overall resident: Councillor ratio is relevant when considering effective representation. By way of comparison, based on the 2023 population estimates, the Timaru District has 5,441 residents per Councillor; the mean average of the 31 provincial local authorities (as classified by Local Government New Zealand) is 4,924 residents per Councillor. The highest is 14,744 residents per Councillor, and the lowest is 2,275 residents per Councillor.
- 33 Community boards (if retained) can help to mitigate any perceived issues with effective representation at the Councillor level, by how its number of members, delegations and workloads are set.
- 34 The workshop feedback to date indicates that there is a desire to consider the total number of Councillors, or at least to consider how their appointments to Community Boards and associated workloads are distributed.

#### *Fair representation*

- 35 Council should consider whether the current number of elected members per ward provides for fair representation relative to each other. Adhering to the +/- 10% threshold (unless it is believed an exemption is appropriate) is the key consideration.
- 36 As outlined in points 9-12, the current representative arrangements are not compliant with the +/-10% threshold. If Council believes that the status quo arrangements are preferable, it must consider whether any of the three exemptions outlined at point 11 apply, and whether there is sufficient evidence to support this view. This is discussed in greater detail in the Options section of the report.

#### *Community Boards*

- 37 Council should consider whether it sees value in retaining Community Boards, and whether they are delivering their intended outcomes. Council has the option to create, dissolve or amalgamate community boards, and/ or amend their membership<sup>4</sup> and delegations.
- 38 The workshop and Community Board feedback to date indicates that community boards are seen as having value. This is because they represent communities of interest or sub-communities of interest at the “grassroots” level (both from Community Board members up

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<sup>4</sup> Community boards must have a minimum of five members (excluding any appointed Councillors), and a maximum of 12 members (including appointed Councillors).

to Councillors, and down to their community), and are more accessible to the public than Council because of their more informal nature.

- 39 Council may wish to consider whether the number of Community Board members on any of the three current boards should be amended. For comparison, on the current boundaries, each Temuka Community Board member represents 1,348 residents, each Pleasant Point Community Board member represents 638 residents, and Geraldine Community Board member represents 1,038 residents.

### **Options and Preferred Option**

- 40 The full details for Options One to Three, including their resolutions, are contained in their associated attachments.
- 41 Officers present no preferred option because each option is valid. At this stage of the review, it is at the discretion of elected members to use their judgement to identify the appropriate Initial Proposal.
- 42 For whichever option it resolves to adopt, Council must satisfy itself that it accurately reflects the distinct and unique communities of interest which exist in the district, and provides for effective and fair representation of these communities of interest.
- 43 Statistics New Zealand have provided the demographic information which the options are based on. The population data is the most up-to-date available information. The 2023 Census data will not be available in time for this Representation Review to meet its statutory deadlines.
- 44 **Option One – Retention of the status quo** (attachment one)
- 45 This option would see Council propose to retain the existing ward boundaries, number of elected members in total and per ward, and the existing community board structure, and, because not all wards are compliant with the +/- 10% threshold, seek a LGC determination providing an exemption.
- 46 If Council resolves to adopt this option, it would need to be satisfied that the current ward structure accurately reflects the communities of interest, and that the benefit of effective representation given to Orari, Kakahu and Rangitata Island by being in the Geraldine Ward is greater than any detriment it causes to fair representation to electors in the Geraldine Ward.
- 47 An advantage of this option is that it has been in use for four elections, is understood by the community, and can be inferred to have been supported at the last Representation Review given that the one submission received was in favour of the proposal.
- 48 A disadvantage of this option is that it does not comply with the +/- 10% threshold, and would require the LGC to endorse Council's Initial Proposal in order to become the basis of election. There is a risk that the LGC may make a determination different to what Council believes is appropriate.
- 49 Further, there is a potential lack of justification for an exemption. Officers believe that the current Geraldine Ward does not meet the exemption of being an island or isolated community. Officers believe that it may be possible to make an argument that shifting ward boundaries to ensure compliance would cause a loss of effective representation (if Council deems that the affected areas are outside the Temuka-Pleasant Point community of interest). However, sufficient evidence to support this may not be held by Council at this time, and it



cannot be guaranteed that it will be possible to obtain. Overall, Council needs to consider its risk appetite on this matter.

**50 Option Two – Alter the ward boundaries so that Orari, Kakahu and Rangitata Islands move from the Geraldine Ward to the Temuka-Pleasant Point Ward** (attachment two)

51 This option would see the Orari, Kakahu and Rangitata Island areas move from the Geraldine Ward to the Temuka-Pleasant Point Ward, with the community board lines also redrawn. The number of elected members in total and per ward, and community board structure would remain the same.

52 If Council resolves to adopt this option, it would need to satisfy itself that this would, overall, improve representation; that the benefit of increased fair representation (all wards complying with the +/- 10% threshold) is greater than any potential decrease in effective representation (only relevant if it is believed that the affected areas would be more effectively represented by the Geraldine Ward).

53 An advantage is that it largely retains the existing, well-understood ward system and is compliant with the +/- 10% threshold.

54 A disadvantage is that it might be deemed that the affected areas more closely align with the Geraldine Ward than the Temuka-Pleasant Point Ward, and thus their move reduces how effectively they are represented. However, it may be deemed that the affected areas could be represented just as effectively, if not more effectively, in the Temuka-Pleasant Point Ward.

55 This option has implications for the boundaries of the Temuka and Pleasant Point Community Boards (if retained). Whilst not discussed during the workshops, officers propose that it would be appropriate for the Temuka Community Board to gain the Rangitata Island and Orari areas, and the eastern meshblock of the Kakahu area, and for the Pleasant Point Community Board to gain the two western meshblocks of the Kakahu area.

**Option Three – Create a two-ward system divided by the Opihi River** (attachment three)

56 This option would see the three ward system reconstituted into a two ward system, the boundaries of which would be divided by the Opihi River. The Councillors would be elected by ward, but there are multiple compliant options for the number of elected members in total and per ward. It is also currently unclear how community boards would be constituted or represented under this option. These aspects would need to be settled in order for this option to be adopted.

57 If Council resolves to adopt this option, it would need to be satisfied that two distinct and separate communities of interest exist within the district, and that these are divided by the Opihi River.

58 An advantage of this option is that it may better reflect the district's communities of interest, and it provides Council with more legally compliant options regarding the total number of elected members.

59 A disadvantage of this option is that it is unclear that it accurately reflects communities of interest, nor that there is sufficient evidence to support the communities of interest being understood in this way.

60 If Council resolves to adopt this option, officers suggest consideration be given to the names of the two wards, and to how community boards may be represented. Officers propose that three community boards may be appropriate; one within Opihi South (excluding Timaru

township), and two within Opihi North representing, broadly, the current Temuka-Pleasant Point Ward and the current Geraldine Ward respectively.

- 61 Further, it is noted that, due to the significant changes to the ward system, a sizeable communications and education programme could be required to advise and educate the district about the new representative arrangements. The cost of resourcing this is unknown at the time of writing.
- 62 **Option Four – Decline to adopt an Initial Proposal from these options, and seek an alternative option**
- 63 Elected members may believe that none of the presented options give effective and fair representation to identified communities of interest, and/ or may identify an alternative option. It may be necessary for officers to prepare advice on an alternative option to present to Council at a later date. The relative merits of any alternative option would depend on the amendments that Council chooses to seek.
- 64 An advantage of this option is that Councillors may identify an improved Initial Proposal. A disadvantage of this option is that it risks Council missing its legislative deadlines; the Initial Proposal is required to be adopted by 31 July 2024.

### **Consultation**

- 65 Council is required to consult with the public on the Initial Proposal for at least one month, though a longer period is preferable. It is proposed that this consultation will occur from 16 May to 7 July 2024. A copy of the proposed generic submission form is attached.
- 66 It is proposed to use standard engagement methods, with the public advised of the consultation via the Council website, the Timaru Courier and district newspapers, and Council's social media channels. Further information will be available at the Main Council Building, libraries and service centres.
- 67 Additionally, if Council resolves to move ward boundaries, it may be desirable for targeted consultation (for instance, a mailout) to be directly undertaken with any household that would be affected. An example of a targeted consultation submission form (if Council adopted Option Two) is attached.
- 68 Any submissions received on the Initial Proposal can assist Council to either confirm its identification of Communities of Interest, or inform its amendment.

### **Relevant Legislation, Council Policy and Plans**

- 69 Local Electoral Act 2001

### **Financial and Funding Implications**

- 70 Council's representative arrangements have financial implications because the cost of elected member salaries and associated costs are raised from general rates.
- 71 The cost of elected member' salaries is not directly affected by amending the total number of Councillors, as these are funded by a fixed pool set by the Remuneration Authority. The Remuneration Authority sets these with regard to three factors:
- 71.1 the size of the governance role of each council
  - 71.2 the average time required by a local government member on a council of a particular size

- 71.3 a general comparison with parliamentary salaries.
- 72 The remuneration for Community Board members is set by the Remuneration Authority separately from the Mayor and Councillors, and linked to the number of people each member represents per capita. Increasing or decreasing the number of Community Board members may have a direct impact on the financial cost to Council of their salaries and associated costs.
- 73 The cost of communicating any changes to the representative arrangements to residents will be related to the size and scale of any changes.

**Other Considerations**

74 The proposed timeframe for the next stages of the Representation Review are:

7 May 2024	Council decision on Initial Proposal <sup>5</sup>
16 May – 7 July 2024	Public consultation on Initial Proposal
July 2024	Hearing (if applicable) and Deliberations
13 August 2024	Council decision on Final Proposal
August – September 2024	Appeal/ Objection Period <sup>6</sup>

- 75 The LGC will make a final determination if any appeals or objections are received, or if any ward in the Final Proposal is outside the +/- 10% threshold. Their determination can only be appealed on a point of law, to the High Court.
- 76 Local authorities are required to co-ordinate with their applicable regional authority when undertaking a Representation Review. In particular, the regional constituency boundaries should align with the local authority ward boundaries where possible, unless there is a compelling reason for deviation; for instance, in the case of a regional authority, a water catchment area. Council has kept Environment Canterbury informed about the progress of the Representation Review and potential ward boundary movements to date, and will continue to do so.

**Attachments**

- 1. **Option One** [!\[\]\(e492b5d52ab457a7a3c2826c4091dfee\_img.jpg\)](#) [!\[\]\(1d9440fab1f214291ce1c26a75f9c2cd\_img.jpg\)](#)
- 2. **Option Two** [!\[\]\(6be2e1cb461308cfbb51376f893366b1\_img.jpg\)](#) [!\[\]\(9d1c9e561b4c39f4d970a841cbc526df\_img.jpg\)](#)
- 3. **Option Three** [!\[\]\(638c4e65afbf8f3994df6311f702c5cb\_img.jpg\)](#) [!\[\]\(ac8167fe1d77dc734374ed4531294f8f\_img.jpg\)](#)
- 4. **Generic submission form** [!\[\]\(fff2f1ab464b6499fbd670c53975d01d\_img.jpg\)](#) [!\[\]\(81d285ad7149d05e4bfce88826a8e29e\_img.jpg\)](#)
- 5. **Targeted submission form** [!\[\]\(7b15c50d99dd17d24287fa3462c0eca8\_img.jpg\)](#) [!\[\]\(bd11cf6cf489dc15cf9338e623a26e31\_img.jpg\)](#)
- 6. **Geraldine Community Board feedback - 10 December 2023** [!\[\]\(5805878645fad67a387f5350a725cb48\_img.jpg\)](#) [!\[\]\(b1e3d0e9cf3744a42e6785620d3248c8\_img.jpg\)](#)

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<sup>5</sup> Required no later than 31 July 2024.

<sup>6</sup> Public Notice of the Final Proposal is required within eight weeks of the close of submissions.

**Option One**

Overview

Basis of Councillor election: Status quo

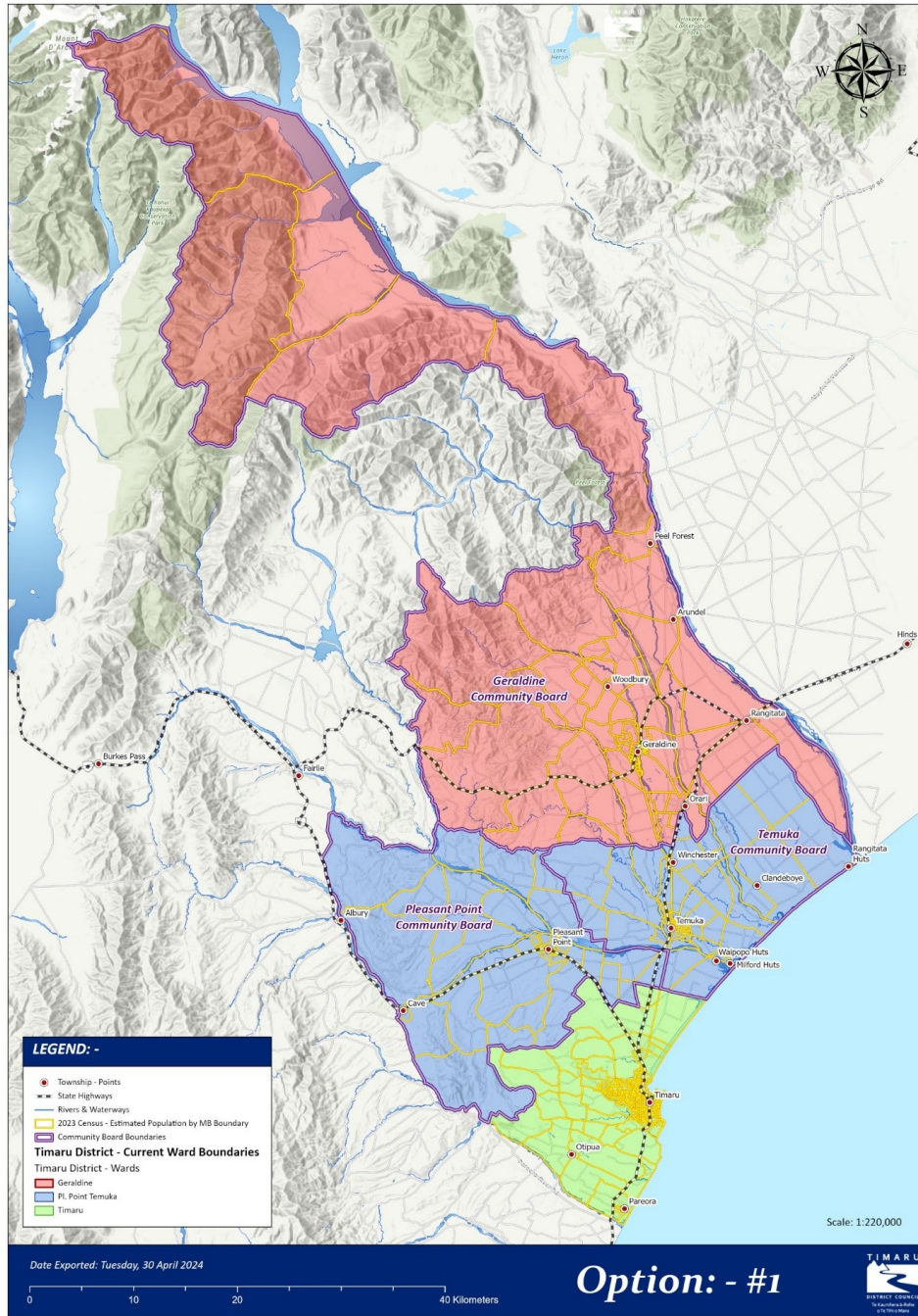
Number of elected members (total and per ward): Status quo

Ward boundaries: Status quo

Names of wards: Status quo

Community Boards: Status quo

Map



Resolution

1. That the Timaru District Council adopts as its Initial Proposal for the Representation Review for the local election to be held in 2025 and subsequent elections until altered by any subsequent decisions the following:

- (a) That the Council comprise nine (9) Councillors elected from three (3) wards, and the Mayor elected at large;
- (b) That the Council retain the existing ward names of Timaru, Pleasant Point-Temuka and Geraldine;
- (c) That the proposed boundaries of the three (3) wards remain as they are at present and as shown in this attachment (Attachment 1);
- (d) That the population each ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Timaru	32,720	6	5,453	22	0.41
Pleasant Point-Temuka	9,930	2	4,965	-466	-8.58
Geraldine	6,230	1	6,230	799	14.71
Total	47,090	9	5,431		

- (e) That there be three (3) Community boards representing the communities of Pleasant Point, Temuka and Geraldine;
- (f) That the proposed boundaries of the three (3) Community boards remain as they are at present and as shown in this attachment (Attachment 1);
- (g) That for the Pleasant Point Community Board there be five (5) members elected at large from the Pleasant Point community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;
- (h) That for the Temuka Community Board there be five (5) members elected at large from the Temuka community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;

- (i) That for the Geraldine Community Board there be six (6) members elected at large from the Geraldine community and one (1) member appointed by the Council representing the Geraldine Ward;
2. The reasons for the Council's decisions include:
- The Council is satisfied that the existing structure will continue to provide effective representation for the District's distinct communities of interest;
  - The Council believes that shifting the Orari, Kakahu and Rangitata Island areas to the Temuka-Pleasant Point Ward would limit their effective representation by splitting a community of interest;
  - The growth patterns predicted in the Draft District Growth Strategy indicate that compliance will continue in future years;
  - The existing ward and community board structure is well understood by the electors; and
  - No significant changes have occurred since 2018 to indicate that the Council should be proposing significant changes to its representation arrangements at this time.
3. That public notice is given of the Initial Proposal as contained in this resolution;
4. That the Timaru District Council will hear submissions on this Initial Proposal.

**Option Two**Overview

Basis of Councillor election: Status quo

Number of elected members (total and per ward): Status quo

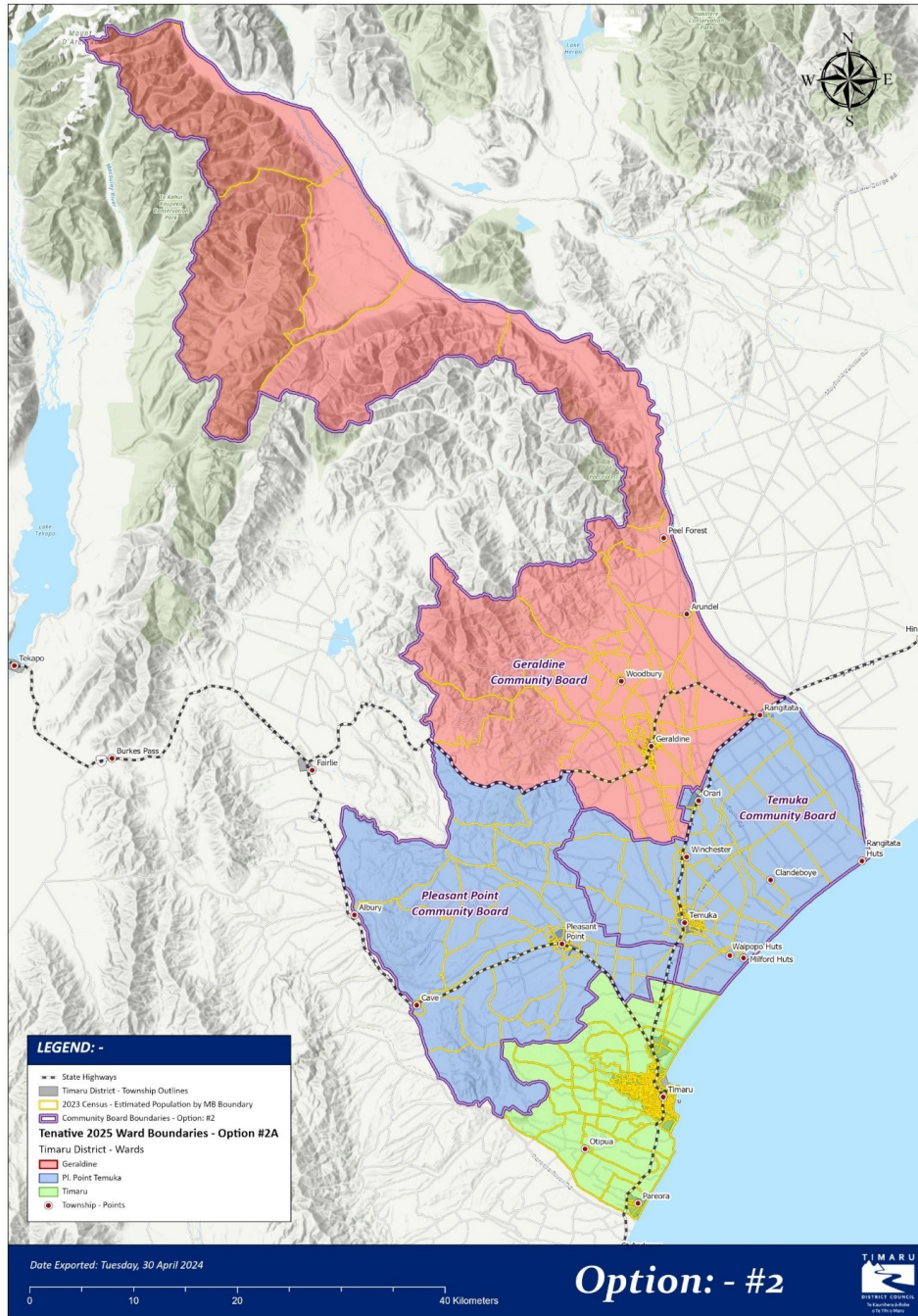
Ward boundaries: Orari, Kakahu and Rangitata Island areas move from Geraldine Ward to Temuka-Pleasant Point Ward

Names of wards: Status quo

Community Boards: Status quo (Rangitata Island, Orari and eastern meshblock of Kakahu move from Geraldine Community Board to Temuka Community Board; two western meshblocks of Kakahu move from Geraldine Community Board to Pleasant Point Community Board)



Map



Resolution

1. That the Timaru District Council adopts as its Initial Proposal for the Representation Review for the local election to be held in 2025 and subsequent elections until altered by any subsequent decisions the following:

- (a) That the Council comprise nine (9) Councillors elected from three (3) wards, and the Mayor elected at large;
- (b) That the Council retain the existing ward names of Timaru, Pleasant Point-Temuka and Geraldine;
- (c) That the proposed boundaries of the three (3) wards be as shown in this attachment (Attachment 2);
- (d) That the population each ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Timaru	32,720	6	5,453	23	0.43
Pleasant Point-Temuka	10,570	2	5,285	-145	-2.67
Geraldine	5,580	1	5,580	150	2.76
Total	47,090	9	5,431		

- (e) That there be three (3) Community boards representing the communities of Pleasant Point, Temuka and Geraldine;
- (f) That the proposed boundaries of the three (3) Community boards be as shown in this attachment (Attachment 2);
- (g) That for the Pleasant Point Community Board there be five (5) members elected at large from the Pleasant Point community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;
- (h) That for the Temuka Community Board there be five (5) members elected at large from the Temuka community and two (2) members appointed by the Council representing the Pleasant Point-Temuka Ward;

- (i) That for the Geraldine Community Board there be six (6) members elected at large from the Geraldine community and one (1) member appointed by the Council representing the Geraldine Ward;
2. The reasons for the Council's decisions include:
- All wards comply with the legislative requirements and provide for fair representation;
  - The growth patterns predicted in the Draft District Growth Strategy indicate that compliance is likely to continue in future years;
  - The existing ward and community board structure is well understood by the electors;
  - The Council is satisfied that the existing structure, given these relatively minor adjustments, will continue to provide effective representation for the District's distinct communities of interest; and
  - No significant changes have occurred since 2018 to indicate that the Council should be proposing significant changes to its representation arrangements at this time.
3. That public notice is given of the Initial Proposal as contained in this resolution;
4. That the Timaru District Council will hear submissions on this Initial Proposal.

### **Option Three**

#### Overview

Basis of Councillor election: Per ward (status quo)

Number of elected members (total and per ward): TBC

Ward boundaries: Current wards dissolved, and replaced by two new wards

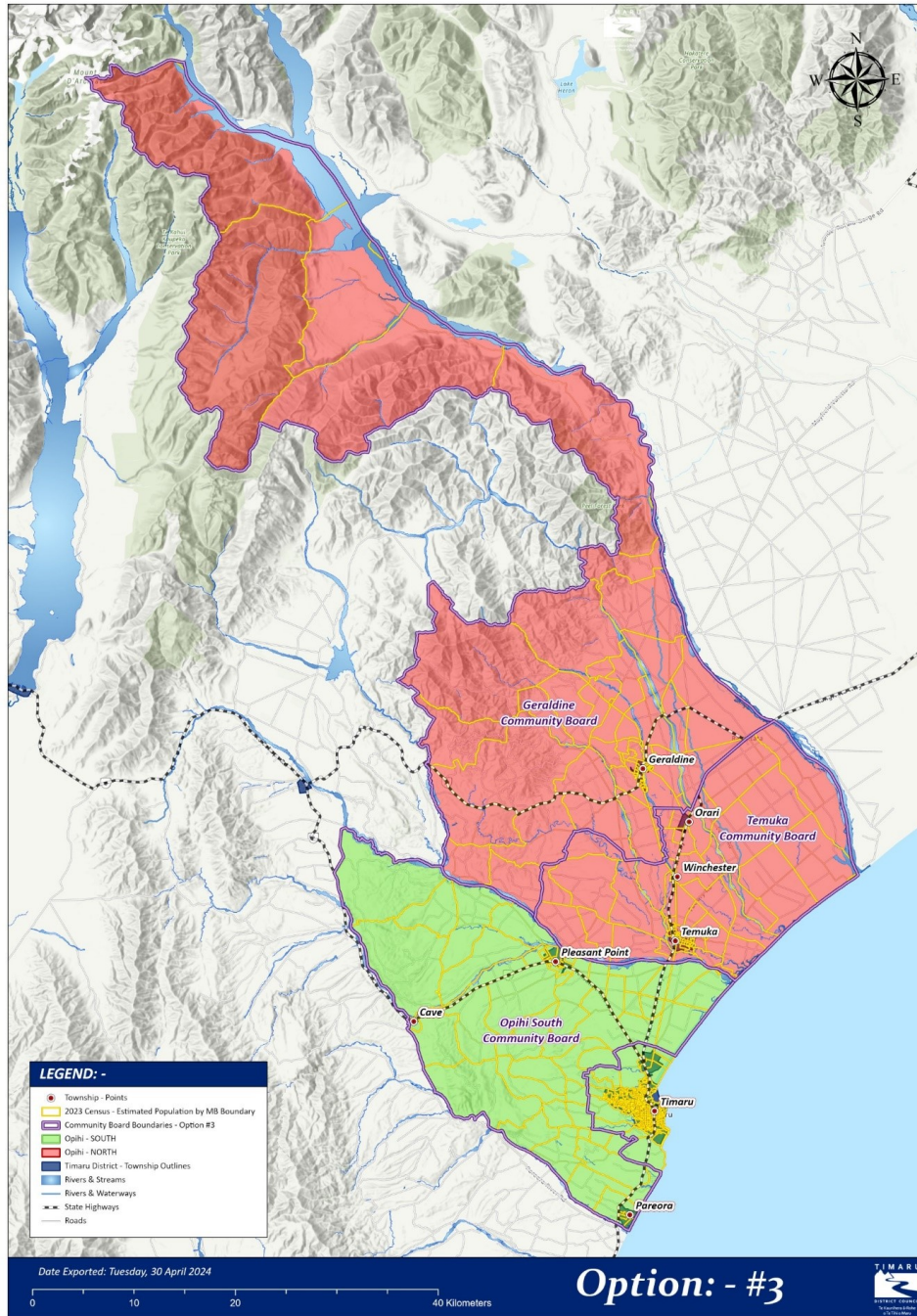
Names of wards: Opihi North and Opihi South<sup>1</sup>

Community Boards: Three proposed – Opihi South, Temuka and Geraldine

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<sup>1</sup> Working names

Map



Number of elected members

There are three configurations which are compliant with the +/-10% threshold.

2023 estimates (2018 Census base)					
Ward	Population	EMs	Pop/EMs ratio	Difference from quota	% difference from quota
Opihi North	12,870	2	6,435	-561	-8.02
Opihi South	36,100	5	7,220	224	3.21
<b>Total</b>	<b>48,970</b>	<b>7</b>	<b>6,996</b>		
2023 estimates (2018 Census base)					
Ward	Population	EMs	Pop/EMs ratio	Difference from quota	% difference from quota
Opihi North	12,870	2	6,435	314	5.13
Opihi South	36,100	6	6,017	-105	-1.71
<b>Total</b>	<b>48,970</b>	<b>8</b>	<b>6,121</b>		
2023 estimates (2018 Census base)					
Ward	Population	EMs	Pop/EMs ratio	Difference from quota	% difference from quota
Opihi North	12,870	3	4,290	-162	-3.63
Opihi South	36,100	8	4,513	61	1.36
<b>Total</b>	<b>48,970</b>	<b>11</b>	<b>4,452</b>		

Resolution

1. That the Timaru District Council adopts as its Initial Proposal for the Representation Review for the local election to be held in 2025 and subsequent elections until altered by any subsequent decisions the following:

- (a) That the Council comprise NUMBER ( ) Councillors elected from two (2) wards, and the Mayor elected at large;
- (b) That the Council name these wards Opihi North and Opihi South;
- (c) That the proposed boundaries of the NUMBER ( ) wards be as shown on the map in this attachment (Attachment 3);
- (d) That the population each ward will represent will be as follows:

Wards	General Electoral Population	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Opihi North	12,870	TBC	TBC	TBC	TBC
Opihi South	36,100	TBC	TBC	TBC	TBC
<b>Total</b>	<b>47,090</b>				

- (e) That there be NUMBER ( ) Community boards representing the communities of INSERT NAMES;
- (f) That the proposed boundaries of the NUMBER ( ) communities be as shown on the attached map (Attachment 3);
- (g) That for the NAME Community Board there be NUMBER ( ) members elected at large from the NAME community and NUMBER ( ) members appointed by the Council representing the NAME Ward<sup>2</sup>;
- (h) The reasons for the Council’s decisions include:
  - All wards comply with the legislative requirements and provide for fair representation;
  - The growth patterns predicted in the Draft District Growth Strategy indicate that compliance is likely to continue in future years; and

<sup>2</sup> Repeat as required for any additional Community Boards

- **The Council is satisfied that the two ward structure will provide effective representation for the District's distinct communities of interest**
- 2. That public notice is given of the Initial Proposal as contained in this resolution;**
  - 3. That the Timaru District Council will hear submissions on this Initial Proposal.**



# 2024 Representation Review Submission Form

Complete this form to make a submission on the 2024 Representation Review.

First name\*: .....

Last name\*: .....

Organisation (if applicable): .....

Phone (landline or mobile): .....

Email\* .....

Postal address\*: .....

.....

.....

\*we require your email address and/or your physical postal address.

### Make your submission by either:

**1) Putting this form in a sealed envelope and posting it to**

FreePost Authority Number 95136  
 Representation Review Consultation  
 Timaru District Council  
 PO Box 522  
 TIMARU 7940

or

**2) Scanning this form and emailing it to submission@timdc.govt.nz**

**All submissions must be received by Council by the close of consultation, being 5pm 7 July 2024.**

### Your feedback

**Do you want to speak about your submission at a Hearing?:\*\***

\*\*must complete. If you do not complete, we will assume you do not wish to speak.

Yes

No

**Do you support the Initial Proposal?**

Yes

No

Make any comments about why you do or do not support the proposal .....

.....

.....

.....

.....

**What changes, if any, would you like to see to what is proposed?**

.....

.....

.....

.....

### Need more room?

Please use extra paper if required and attach with your submission.

### Privacy Statement

All submissions are public information and will be included on Council's website and/ or in public documents located at Council officers and Libraries/ Service Centres. This will include your name and, if applicable, the organisation you represent. Your contact information (phone number and/or email address and/or postal address) will not be made publicly available. Your contact information will be accessible to, and used by, Council staff for submission administration purposes. All information is held by Council in accordance with the Privacy Act 2020. You have the right to access and correct personal information.

# 2024 Representation Review Submission Form

Complete this form to make a submission on the 2024 Representation Review.

First name\*: .....

Last name\*: .....

Organisation (if applicable): .....

Phone (landline or mobile): .....

Email\*: .....

Postal address\*: .....

.....

Unique Identifier\*: .....

\*We require your email address and/or your physical postal address, and your Unique Identifier.

### Make your submission by either:

1) Putting this form in a sealed envelope and posting it to

FreePost Authority Number 95136  
Representation Review Consultation  
Timaru District Council  
PO Box 522  
TIMARU 7940

or

2) Scanning this form and emailing it to [submission@timdc.govt.nz](mailto:submission@timdc.govt.nz)

All submissions must be received by Council by the close of consultation, being 5pm 7 July 2024.

### Your feedback

Do you want to speak about your submission at a Hearing?:\*\*

\*\*If you do not complete, we will assume you do not wish to speak.

Yes

No

Do you support the Initial Proposal?

Yes

No

Make any comments about why you do or do not support the proposal:

.....  
.....

What changes, if any, would you like to see to what is proposed?

.....  
.....

Who do you believe could best represent you at the Council table? (indicate your preference)

A representative elected from the Geraldine Ward

A representative elected from the Temuka-Pleasant Point Ward

Either could represent me effectively

Tell us why .....

### Need more room?

Please use extra paper if required and attach with your submission.

### Privacy Statement

All submissions are public information and will be included on Council's website and/ or in public documents located at Council officers and Libraries/ Service Centres. This will include your name and, if applicable, the organisation you represent. Your contact information (phone number and/or email address and/or postal address) will not be made publicly available. Your contact information will be accessible to, and used by, Council staff for submission administration purposes. All information is held by Council in accordance with the Privacy Act 2020. You have the right to access and correct personal information.

Geraldine Community Board  
C/- janf@timdc.govt.nz

Mayor Nigel Bowen; and  
councillors  
Timaru District Council

10 December 2023

Kia ora Nigel and councillors,

#### **Timaru district representation review**

The Geraldine Community Board values its recent involvement in discussion about the Timaru district's future representation settings.

We are aware that 2023 census data will play a significant role in your development of a formal proposal. We offer our relevant thoughts for your additional consideration as you go through that process:

#### **Overview**

- The Geraldine ward is geographically diverse and large, particularly in that it includes the entire south bank of the Rangitata River from the alpine rivers' confluence to the coast.
- Despite its geographic spread, the Geraldine ward as presently constituted is a strong and coherent community of interest particularly focussed on agriculture, conservation and recreation, tourism, sport, and the arts.
- The Geraldine Community Board recently adopted its widely-consulted strategic framework, which sets goals for the Geraldine district as it is presently constituted, including Orari.
- Planning by other organisations is relevant. This includes, but is not limited to, planning by the Department of Conservation, including its recent Rakitata Revival Strategy; and the work of the cross-organisational Braided Rivers Action Group, which includes Canterbury Territorial Authorities, Environment Canterbury, Federated Farmers, Fish and Game, Forest and Bird, Land Information New Zealand, and Te Rūnanga o Ngāi Tahu.

#### **The Geraldine ward**

- The board does not accept that the Geraldine ward's exceedance of the 10% population ratio allowance should necessarily lead to reduction of the Geraldine ward's area/population.

- At the recent representation workshop, certain meshblocks were suggested for removal from the Geraldine ward. These encompass Orari, the Rangitata south bank to the coast, and the Kakahu area. However, the relevant residents are strongly oriented toward Geraldine practically and culturally.
- The board asks that the council consider addition to the Geraldine ward of meshblock/s presently outside the Geraldine ward, and an increase in councillor representation for the ward. This could be achieved by realigning an existing elected member from another ward.
- The board notes that cultural and practical orientation of residents in the Rangitata Huts meshblock is towards both Geraldine and Temuka.

#### **Geraldine Community Board**

- The Geraldine Community Board provides an active interface between the Geraldine ward community and the Timaru District Council. In the last year, it has represented the Geraldine community's interests in national, district-level, and local matters, including by adopting, and initiating action on, the community's strategic framework. The board requests that provision for the Geraldine Community Board remain.
- Geraldine Community Board members are actively engaged, but not over-burdened in their roles. Long-standing members' experiences echo that. On those bases, the board suggests the number of Geraldine Community Board seats remain.
- The Geraldine Community Board values the presence of the Geraldine ward councillor at its table as the role provides a robust interface with the council. We suggest this setting prevails.
- If the Geraldine ward is allocated a second councillor in the representation review, the board would view the presence of either one or both councillors at the board table positively.

#### **Ward or at-large councillor election**

- The board enjoys the certainty of having a bespoke councillor to represent the Geraldine ward's interests, and notes the Geraldine community's past favour of continuation of the ward system.
- However, the board asks that the pros and cons of at-large representation be fully articulated and considered in the review, at council level, and in public consultation.
- Two relevant points should be considered in particular. Firstly, at-large representation requires all councillors to engage fully with the district's issues rather than allowing degrees of engagement dependent on issues' relevance to wards. Secondly, the ward system sees election of councillors who make whole-of-district decisions, but whose election is by single wards only. These points illuminate faults inherent to the ward system. Despite them, and with open-mindedness, the board's

current preference is for the ward system, in accord with members' best present knowledge of the Geraldine community's views.

**Public consultation**

- The board appreciates the council's assurance that its representation proposal will be robust, and that public consultation will be equally so. We ask that information about the consultation be disseminated through The Geraldine News and the Geraldine Community Resource Centre in addition to via usual council channels.

Kā mihi,

Jan Finlayson,  
Chair, Geraldine Community Board.

**10 Consideration of Urgent Business Items**

**11 Consideration of Minor Nature Matters**

**12 Public Forum Items Requiring Consideration**



**13 Exclusion of Public**

**13.1 Review of Venture Timaru Major Events Funding**

**13.2 Land Acquisition - Temuka Water Supply**

**13.3 Council Under Utilised Assets for Divestment**

**13.4 Venture Timaru Limited: Appointment of Deputy Chairperson**



**Recommendation**

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<p><b>13.1 - Review of Venture Timaru Major Events Funding</b></p>	<p>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</p> <p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To protect commercially sensitive information</p> <p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>
<p><b>13.2 - Land Acquisition - Temuka Water Supply</b></p>	<p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>To enable Council to carry out commercial or industrial negotiations</p>
<p><b>13.3 - Council Under Utilised Assets for Divestment</b></p>	<p>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</p>	<p>To protect commercially sensitive information</p>

	person who supplied or who is the subject of the information	
<b>13.4 - Venture Timaru Limited: Appointment of Deputy Chairperson</b>	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons