



AGENDA

Temuka Community Board Meeting Monday, 4 May 2026

Date Monday, 4 May 2026

Time 5:00 pm

Location Winchester School, Milford Block
14 Rise Road, Winchester

File Reference 1838818

Temuka Community Board

Notice is hereby given that a meeting of the Temuka Community Board will be held in the Winchester School, Milford Block , 14 Rise Road, Winchester, on Monday 4 May 2026, at 5:00 pm.

Temuka Community Board Members

Charles Scarsbrook, Alison Talbot, Nicola Nimo, John Jackson, Kathy Campbell, Clrs Michelle Pye and Scott Shannon

Quorum – no less than 4 members

Local Authorities (Members' Interests) Act 1968

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

Nigel Trainor
Chief Executive

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- 3 Identification of Items of Urgent Business**
- 4 Identification of Matters of a Minor Nature**
- 5 Declaration of Conflicts of Interest**
- 6 Elected Member Update**

7 Confirmation of Minutes

7.1 Minutes of the Temuka Community Board Meeting held on 23 March 2026

Author: Meghan Taylor, Acting Democracy Services Lead

Recommendation

That the Minutes of the Temuka Community Board Meeting held on 23 March 2026 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 Temuka Community Board Meeting held on 23 March 2026**



MINUTES

Temuka Community Board Meeting Monday, 23 March 2026

Ref: 1838818

**Minutes of Timaru District Council
Temuka Community Board Meeting
Held in the Temuka Library/Service Centre, King Street, Temuka
on Monday, 23 March 2026 at 5:00 pm**

Present: Charles Scarsbrook (Chairperson), Alison Talbot, Nicola Nimo, John Jackson and Clr Scott Shannon

In Attendance: **Councillor:** Stacey Scott

Officers: Mike Wrigley (General Manager Recreation Facilities), Darryn Grigsby (Emergency Management Lead), Naomi Scott (Community Partnership Support Officer)

1 Apologies

1.1 Apologies Received

Resolution 2026/197

Moved: Charles Scarsbrook

Seconded: John Jackson

That the apologies of Clr Michelle Pye, Mayor Nigel Bowen and Kathy Campbell be received and accepted.

Carried

2 Public Forum

There were no public forum items.

3 Identification of Items of Urgent Business

No items of urgent business were received.

4 Identification of Matters of a Minor Nature

The following matters of minor nature were identified:

- The corner of Hally Terrace and Commerce Street
- McNairs Road cycle track
- Pickle ball court update

5 Declaration of Conflicts of Interest

No conflicts of interest were declared.

6 Elected Member Update

6.1 Elected Member Update Received

Clr Scott Shannon presented Clr Michelle Pye's Elected Members update in her absence.

Council is currently drafting the Annual Plan for 2026-2027 and as you can imagine with ongoing pressure on rate rises, we are having a serious look at how we can increase income and reduce expenses so we set ourselves up for a future that is likely to have rates capping. Good progress has been made over the last year with the forecast for this financial year to have substantially lower costs than budgeted and a very draft budget for next year which has us making a surplus rather than a \$5m loss (dependant on the level of rate rises we land on).

Some of the things discussed at the Public Council Wworkshop on 17 March 2026 included cutting the strategic plan funding for community boards. There are a number of reasons for this including that some Community Boards have struggled to spend their \$71,000 each year and the funding was originally in line with the CityTown budget which is no longer there. The thinking is that Community Boards should be putting together a list of projects identified in their Strategic Plans that should be included in the appropriate budgets (ie roading, parks etc) and considered with all other projects at the Long Term Plan. At the same time we should also be giving consideration to the amount of targeted rate we wish to propose in the LTP.

The amounts already allocated were questioned if they would remain. It was noted that it would likely only be the third year of funding. The unspent funds were raised and it was questioned, why should it be kept if it hasn't been spent.

The need for the community to take the lead in projects was raised and it was noted that the Temuka Projects Trust was there for that reason.

Resolution 2026/198

Moved: Charles Scarsbrook

Seconded: Clr Scott Shannon

That the Elected Member Update be received and accepted.

Carried

7 Confirmation of Minutes

7.1 Minutes of the Temuka Community Board Meeting held on 16 February 2026

It was noted that the asphalt stamping quote still had not been received by the Community Board and a timeframe for the footpaths needed to be communicated.

Resolution 2026/199

Moved: Clr Scott Shannon

Seconded: Alison Talbot

That the Minutes of the Temuka Community Board Meeting held on 16 February 2026 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 Chairperson

Resolution 2026/200

Moved: Charles Scarsbrook

Seconded: John Jackson

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

Carried

9 Reports

9.1 Actions Register Update

The purpose of this report is to provide the Temuka Community Board with an update on the status of the action requests raised by Community Board Members at previous meetings.

Meeting at Winchester School

The next meeting will be held at Winchester school. Winchester domain users have been invited to attend to discuss usage of the Winchester domain.

Temuka Refuse Centre

Community Board Member John Jackson, and Clr Scott Shannon had a meeting with the Waste Team Leader and Ku Brown from Enviro NZ at the Temuka Refuse Centre to discuss the bottom rail issue. It was noted that the rail can be removed but a barrier or speed hump would need to be put in. Quotes have been requested.

Resolution 2026/201

Moved: Clr Scott Shannon

Seconded: Nicola Nimo

That the Temuka Community Board receives and notes the updates to the Actions Register.

Carried

9.2 Emergency Management Unit: Building Resilient Communities

The Emergency Management Lead spoke to the report emphasising the need to keep connected to community boards to ensure effective communication around emergency management.

The need for communities become resilient and self-reliant was highlighted. It was noted that Civil Defence relies on everybody chipping in and Community boards are asked to keep championing

the message about resilience. Further discussion included the volunteers in Temuka, it was noted that community support teams are in place, they have training and are registered. It was noted that there would be lots of spontaneous volunteers in an event. Further information regarding the volunteers was requested.

The Emergency Management Lead advised that in an event, the emergency operation centre would be in Timaru, with the groups in the outlying areas submitting requests for resources to the response team to action.

The chairperson would like to have an exercise held in Temuka to get the emergency services and volunteers together.

Resolution 2026/202

Moved: Charles Scarsbrook

Seconded: Clr Scott Shannon

That the Temuka Community Board receive and note the Emergency Management Unit: Building Resilient Communities Report.

Carried

9.3 Temuka Community Board Targeted Rate 2026/27

The General Manager Recreation Facilities spoke to this report to seek a preferred targeted rate from the Community Board for recommendation to council to be included in the Draft Annual Plan 2026/27 Information Publication.

Discussion included the possibility of increasing the rate from \$6 to \$10 or adjusting the rate to achieve an equal distribution among the three community boards. It was emphasised that if strategic funding is not available, there should be a facility for local groups to apply for funds.

Discussion was had around the lack of knowledge of the fund, meaning it was undersubscribed. The amount available has been unclear and constantly changing along with council staff changes.

Resolution 2026/203

Moved: Charles Scarsbrook

Seconded: Nicola Nimo

That the Temuka Community Board:

1. Receive and note the Temuka Community Board Targeted Rate 2026/27 report; and
2. Agree that the preferred targeted rate for the Temuka Community Board to be recommended for inclusion in the Draft Annual Plan 2026/27 is the same as the Geraldine Targeted Rate for 2026/27.

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters

The corner of Hally Terrace and Commerce Street

The grass needs to be cut as it is becoming a fire risk.

McNair Road cycle track

It was noted that members would like to use some of the Temuka Community Board Strategic funding to get the design phase underway. The Community Board request that a report be brought to the next Community Board Meeting.

Pickle ball court update

The Chairperson is meeting with Fred Fruisen to discuss the project. The cost to clean the Court was requested to be sent to the Chairperson.

12 Public Forum Issues Requiring Consideration

The Chairperson allowed a member of the public to speak due to missing public forum.

A member of the public mentioned flooding on her morning walk. The chairperson gave an updated saying Ecan has confirmed that a type of weed is causing the flooding. A community project is under way to make mats to cover the weed, suppressing sunlight and causing them to die.

It was also noted that there is a barrier by the police station that is damaged. Clr Scott Shannon confirmed that it will be replaced and is on the program at the same time as the railway tracks.

13 Exclusion of the Public

Resolution 2026/204

Moved: Charles Scarsbrook

Seconded: Clr Scott Shannon

That at 6:06pm the public be excluded from the whole of the proceedings of this meeting.

14.1 Public Excluded Minutes of the Temuka Community Board Meeting held on 16 February 2026

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
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<p>14.1 - Public Excluded Minutes of the Temuka Community Board Meeting held on 16 February 2026</p> <p>Matters dealt with in these minutes:</p> <p>14.1 - Public Excluded Minutes of the Temuka Community Board Meeting held on 10 November 2025</p> <p>14.2 - Temuka Community Board Targeted Rate Funding Request - Supporting Documentation</p>	<p>Section 48(1) of the Local Government Official Information and Meetings Act 1987.</p>	<p>The public excluded minutes of the meeting held on 16 February 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 16 February 2026.</p>
<p>Carried</p>		

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”

14 Public Excluded Reports

14.1 Public Excluded Minutes of the Temuka Community Board Meeting held on 16 February 2026

14.1 Public Excluded Minutes of the Temuka Community Board Meeting held on 10 November 2025

14.2 Temuka Community Board Targeted Rate Funding Request - Supporting Documentation

15 Readmittance of the Public

Resolution 2026/205

Moved: Charles Scarsbrook

Seconded: Clr Scott Shannon

That the meeting moves out of Closed Meeting into Open Meeting 6.07pm.

Carried

The Meeting closed at 6:07pm.

.....
Charles Scarsbrook
Chairperson

8 Schedules of Functions Attended

8.1 Schedule of Functions Attended by the Chairperson

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

Functions Attended by the Chairperson for the Period 06 March 2026 and 17 April 2026.

<i>7 March 2026</i>	Winchester A&P show Site- John Jackson, Clr Michelle Pye and myself operated a site at the Winchester show.
<i>16 March 2026</i>	Met with Council Officers to discuss the St John Connection Café and how Council may be able to be involved and help.
<i>24 March 2026</i>	Met with Fed Fruisen to discuss putting a pickle ball court on one of the unused netball courts. Council Officers, Netball and Tennis groups have been contacted to ensure they are happy to have this happen; all are in full support.
<i>9 April 2026</i>	Met with the St John Area Committee, District Health Board representative and Gordon Handy from St John to discuss the setup of the Connection Cafe in Temuka. A date is set for 4 June to start.
<i>11 April 2026</i>	Helped with the Temuka Museum Garage sale which raised \$2,000.
<i>13 April 2026</i>	Met with Susan Lustig and Amanda Scarsbrook regarding the decorating of the Temuka Christmas tree and activity around this.
<i>14 April 2026</i>	John Jackson and I met with Council Officers and contractors to do a final walk through on works identified on Central Business District footpaths to resurface to reduce slipping.

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

Attachments

Nil

9 Reports

9.1 Actions Register Update

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That the Temuka Community Board receives and notes the updates to the Actions Register.

Purpose of Report

- 1 The purpose of this report is to provide the Temuka Community Board with an update on the status of the action requests raised by Community Board Members at previous 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 Community Board Members. It includes a status and comments section to update the Community Board on the progress of each item.
- 4 There are currently 5 items on the actions register.
- 5 2 items are marked as ongoing.
- 6 3 items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 0 items are marked as removed and will be taken off the list at the next meeting.

Attachments

1. **Temuka Community Board Actions Register**  

Information Requested from Temuka Community Board

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

Information Requested	Temuka Refuse Centre				
Date Raised:	29 September 2025			Status:	Ongoing
Issue Owner	General Manager Assets and Infrastructure	Due Date:		Completed Date:	
<p>Background: At the Temuka Community Board Meeting on 29 September 2025, discussed the installation of the two rails at the refuse centre to stop people reversing down the ramp to dump their rubbish. Clr Scott Shannon provided the Community Board with the response by the Waste Operations Team Leader. Further discussion included the possible removal of the bottom rail, to aide with rubbish being unloaded of the trailers, along with the possibility of someone getting their foot caught under the rail and fall over.</p> <p>Update from TCB meeting February 2026 - Discussion was had that the issue has not been resolved. The bottom bar needs to come out. Waste Team Leader and Clr Shannon to meet on site to discuss the issue.</p> <p>Update March 2026: Council Officers met on site on 13 March with Clr Scott Shannon, Community Board Member John Jackson and Ku Brown the EnviroNZ South Canterbury Infrastructure Manager. Various options were looked and the SC Infrastructure Manager is going to seek quotes as the cost needs to be considered.</p>					

Information Requested	Temuka Strategic Projects 2026 – Footpath Project Update				
Date Raised:	23 March 2026			Status:	New
Issue Owner	General Manager Land Transport	Due Date:		Completed Date:	
<p>Background: At the Temuka Community Board Meeting on 23 March 2026 it was noted that the board had not received the asphalt stamping quote, or a timeframe for the footpaths and have requested they be provided with an update.</p>					

April 2026: LTU investigated stamping for use in a commercial environment. There are concerns about longevity and the introduction of small trip hazards, as the stamping process reduces the asphalt thickness. There are also challenges with reinstatement following utilities repairs, which can result in a patchy finish. Coloured asphalt was also considered; however, both the upfront cost and subsequent repair reinstatement remain an issue. To remain consistent with other areas within the CBD, plain asphalt continues to be recommended as the most cost-effective and durable option.

Information Requested	Temuka Civil Defence Volunteers and Exercise			
Date Raised:	23 March 2026		Status:	Complete
Issue Owner	General Manager Regulatory/Development and Growth & Emergency Management Lead	Due Date:		Completed Date: 16.4.26
<p>Background: At the Temuka Community Board Meeting on 23 March 2026, further information regarding the Temuka Civil Defence volunteers was requested alongside exploring the possibility of a joint emergency service and volunteer exercise in Temuka.</p> <p>Update: Responded to the Community Board with this message - The Temuka Community Support Team (CST) is a group of local volunteers who coordinate community support during emergencies by sharing information with the Timaru Emergency Operations Centre, helping resolve local issues, checking on people where safe, and establishing a Civil Defence Centre if required. The CST is not a frontline response team and does not direct emergency services, which operate through their own command structures. The Temuka CST currently has 26 volunteers and undertakes an annual tabletop exercise, which can incorporate other emergency services.</p>				

Information Requested	McNair Road Shared Path (Carry forward 2024/25 Strategic Funding)			
Date Raised:	23 March 2026		Status:	Complete
Issue Owner	General Manager Land Transport	Due Date:		Completed Date: 28.04.2026

Background: At the Temuka Community Board Meeting on 23 March 2026, it was noted that members would like to use the remaining carry-forward funding for the Temuka Community Board Strategic funding to get the design phase underway. The Community Board requests that a report be brought to the next Community Board Meeting.

Update April 2026: A report has been provided to the Community Board March meeting. This action is complete and can be closed.

Information Requested	Cost to Clean Existing Courts				
Date Raised:	23 March 2026			Status:	Complete
Issue Owner	General Manager Assets and Infrastructure	Due Date:		Completed Date:	
Background: At the Temuka Community Board Meeting on 23 March 2026, it was requested during the consideration of the Pickle Ball Court update in minor nature, that the cost to clean the court be sent to the chairperson.					
Update April 2026: TDC Staff have been given instruction to lichen/moss treat, sweep and clean off. This action is complete and the item can now be closed.					

9.2 Reallocation of Carry Forward Strategic Funding – McNair Road Shared Path (Concept Design)

Author: Susannah Ratahi, General Manager Land Transport

Authoriser: Nigel Trainor, Chief Executive

Recommendation

That the Temuka Community Board:

1. Endorse the reallocation of remaining 2024/25 Strategic Funding to undertake concept and preliminary design for a shared path along McNair Road, excluding the Springfield Road rail crossing component at this stage; and
2. Notes that progression of any connection across the rail corridor will be subject to KiwiRail approvals, additional design requirements, and future funding.

Purpose of Report

- 1 To seek approval to reallocate remaining 2024/25 Temuka Community Board Strategic Funding to undertake concept design for a shared path along McNair Road, and to enable other Community Board priorities such as town centre enhancements, including the installation of flags.

Assessment of Significance

- 2 This decision is considered low significance as it relates to the reallocation of existing budget within the Community Board's strategic funding.

Background

- 3 On 5 August 2025, Council approved carry forward funding of \$73,027 for specific Temuka Community Board strategic projects. Not all of this funding has been utilised.
- 4 At the Temuka Community Board meeting on 23 March 2026, members indicated a preference to cease remaining works on previously approved projects and reallocate the remaining funding toward progressing a shared path along McNair Road.
- 5 The proposal aligns with ongoing community interest in improving active transport connections in the Temuka area and is consistent with projects identified in Council's Active Transport Strategy.
- 6 A concept for the shared path has been informally developed by a community member, with an indicative alignment along McNair Road, potentially linking through to Springfield Road and beyond.
- 7 The projects previously committed to include wayfinding, town square upgrades, signage, and connectivity improvements within the Temuka township. While progress has been made across these projects, a portion of the carry forward funding remains unspent. A summary of the original projects and associated budgets, as reported to Council on 5 August 2025, is provided below.

8 “The Temuka Community Board has the following projects still to complete with the associated outstanding budget requirements:

Projects	Budget	FY24/25 Spend	FY25/26 Carry forward
Gateway Wayfinding - SH1 to King St	\$25,000	\$18,350	\$6,650
Town Square	\$43,000	\$6,553	\$36,447
Signage – Domain to Town Square	\$61,000	\$31,395	\$29,605
Connectivity Enhancement (Vine/Commerce Street)	\$12,500	\$11,030	\$325*
Total	\$141,500	\$67,328	\$73,027*

* Combined totals for FY24/25 and FY25/26 combine to slightly less than the total budget due to the Connectivity Project coming in slightly under budget.”

9 This remaining funding provides an opportunity to reprioritise toward projects that better reflect current Community Board priorities. There is approximately \$35,000 of the carry forward funding currently unspent and available for possible reprioritisation.

Discussion

10 The proposed shared path along McNair Road presents an opportunity to improve walking and cycling connectivity in Temuka, particularly linking residential areas with key routes.

11 However, there are constraints associated with the broader alignment, particularly where the route would need to cross the rail corridor near Springfield Road. Any crossing would require:

- Approval from KiwiRail (pedestrian access deed of grant), and
- Design and installation of compliant crossing infrastructure (e.g. maze or controlled crossing), which can be both time-consuming and costly.

12 Given these constraints, it is not recommended that the current funding be directed toward any design or delivery of works on Springfield Road at this stage.

13 Instead, the available funding is best used to progress concept and preliminary (2D) design work for the McNair Road section. This would:

- Confirm a feasible alignment and staging approach,
- Identify constraints and costs (including the rail interface), and
- Provide a basis for future funding applications (e.g. Council grants or external funding).

14 Indicative advice suggests construction costs for shared paths may be in the order of \$30,000 – \$50,000 per kilometre, although this will vary depending on design and site conditions, such as stream/drainage channel crossing, intersections and interface with accessways.

15 Progressing design work now allows the project to remain community-led while ensuring any future investment is informed and deliverable.

Options and Preferred Option

16 Option 1 – Progress design including Springfield Road connection (full loop)

- 17 This option would involve undertaking concept design for the McNair – Springfield Road - State Highway 1 route. While this provides a more complete network outcome and aligns with the longer-term vision for active transport in the area, it introduces a significant constraint where the route would need to cross the rail corridor. This would require KiwiRail approval through a pedestrian access deed of grant, along with the design and installation of compliant crossing infrastructure such as a maze or controlled facility. These requirements are likely to add cost, complexity, and time, and are unlikely to be achievable within the available funding and current financial year timeframes.
- 18 Option 2 – Progress design along McNair Road only (Recommended)
- 19 This option focuses on progressing concept and preliminary design along the McNair Road corridor to Rise Road only. It enables the available funding to be used effectively within the required timeframes while avoiding the immediate complexity associated with the rail crossing. This approach supports a staged delivery, allowing the project to be developed to a point where costs, constraints, and alignment are better understood, and positions the project well for future funding opportunities. While it does not deliver a complete loop at this stage, it represents a practical and achievable next step and supports a future connection toward Winchester and, ultimately, Geraldine Township.
- 20 Option 3 – Do nothing / continue previously approved projects
- 21 This option retains the current programme and continues delivery of the projects originally approved for the carry forward funding. While this provides consistency with the original Council decision, it does not reflect the updated direction signalled by the Community Board and does not progress the shared path initiative. There is also a risk that the remaining funding is not fully utilised within the required timeframe if those projects are no longer being actively progressed.

Consultation

- 22 The proposal aligns with community feedback received through the Long Term Plan and reflects priorities identified in the adopted Active Transport Strategy. The Temuka Community Board has indicated support for progressing shared path connections in the area, consistent with this direction.

Relevant Legislation, Council Policy and Plans

- 23 Local Government Act 2002
- 24 Timaru District Council Active Transport Strategy

Financial and Funding Implications

Is the proposed expenditure: Budgeted or Unbudgeted

Is a budget reallocation required? Yes No

- 25 The proposal involves reprioritisation of projects within the existing carry forward funding. No additional funding is required at this stage.
- 26 The available funding is sufficient to support initial survey and preliminary design only and will not cover construction.

Other Considerations

- 27 Given the time constraints associated with carry forward funding, progressing design work represents a practical approach to ensure the funding is utilised effectively within the current financial year. It also enables the project to be developed to a stage where it can be considered for future funding, while managing risks associated with more complex elements such as the rail corridor interface.

Attachments

Nil

- 10 Consideration of Urgent Business Items**
- 11 Consideration of Minor Nature Matters**
- 12 Public Forum Issues Requiring Consideration**