



AGENDA

Ordinary Council Meeting Tuesday, 26 May 2026

Date Tuesday, 26 May 2026

Time 10:30 am

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1844807

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 26 May 2026, at 10:30 am.

Council Members

Mayor Nigel Bowen (Chairperson), Clrs Stacey Scott, Peter Burt, Stu Piddington, Scott Shannon, Michelle Pye, Owen Jackson, Graeme Wilson, Chris Thomas and Philip Harper

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**
- 2 Apologies**
- 3 Public Forum**
- 4 Identification of Urgent Business**
- 5 Identification of Matters of a Minor Nature**
- 6 Declaration of Conflicts of Interest**

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 28 April 2026

Author: Meghan Taylor, Acting Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 28 April 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 Council Meeting held on 28 April 2026**



MINUTES

Ordinary Council Meeting Tuesday, 28 April 2026

Ref: 1844807

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 28 April 2026 at 10:30 am**

Present: Mayor Nigel Bowen (Chairperson), Clrs Stacey Scott, Peter Burt, Stu Piddington, Scott Shannon, Michelle Pye, Owen Jackson, Graeme Wilson, Chris Thomas, Philip Harper

In Attendance: **Officers:** Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Andrea Rankin (Chief Financial Officer), Andrew Dixon (General Manager Assets and Infrastructure), Paul Cooper (General Manager Regulatory, Development and Growth), Suzy Ratahi (General Manager Land Transport), Michael Priest (General Manager Gallery, Libraries, Archives, Museum), Andrew Lester (General Manager Drainage and Water), Elliot Higbee (Legal Services Manager), Steph Forde (Corporate and Strategic Planner), Matthew O'Brien (Finance Manager / Financial Accountant), Tyler Zandrack (Senior Finance Business Partner), Brendan Madley (Senior Policy Advisor), Cara Fitzgerald (Gallery Director), Philip Howe (Museum Director), Petrena Fishburn (Collection Curator), Tony Rippin (Curator of Documentary History), Diane Miller (Property Team Leader), Alesia Cahill (Executive Support Manager), Alana Hobbs (Executive Support Coordinator), Jessica Hurst (Community Partnership Team Leader), Naomi Scott (Community Partnership Support Officer), Maddison Gourlay (Marketing and Communications Advisor), Meghan Taylor (Acting Democracy Services Lead)

Public: Tewera King (Upoko (Head) of Te Rūnanga o Arowhenua in South Canterbury), Anahera Home (Arowhenua Marae Manager), Ian Sinclair (Airport User), David Thompson, (Airport User), Jeremy Talbot (Airport User), Simon Rooney (South Rangitata Reserve Inc), Jackie Manning (South Rangitata Reserve Inc), Bob Mortimer (Rangitata Camp Working Party), Michael Spring (Rangitata Reserve Verbal Submission), Susan Spring (Rangitata Reserve Verbal Submission)

1 Opening Prayer

Alan Cummins (Hospital Chaplain) conducted the opening prayer.

2 Apologies

The apologies of Temuka Community Board Member Nicola Nimo and Pleasant Point Community Board Member Amy-Lee Trainor were acknowledged.

3 Public Forum

Ian Sinclair and David Thomson – Airport User Group - Hangar Leases

Ian Sinclair and David Thomson on behalf of the Airport User Group read aloud the following letter/verbal presentation to Councillors regarding report 8.2 Airport Hangar Leases.

Attachments

1 Tabled Letter - Ian Sinclair and David Thompson - Airport User Group - Airport Hangar Leases

We would like to talk on 3 topics please.

Lease template

It is likely that the lease template document will be finalised in the next two weeks.

Some of you were councillors when this issue was initially raised. Council managed to produce a document completely unfit for purpose and it has been a long and frustrating path to get sorted. David, and others, have worked tirelessly to correct this lease, the airport land lease holders with hangers have organised themselves and our group has presented our views to Elected members and met with Council Officers.

To put into perspective just how long this has taken.

- If your family had just had a new baby when this issue started that child would now be at school.
- It is only 10 months short of being the equivalent time of two complete LTP cycles, which are each 3 yearly.
- It has been on the table longer than a number of you have been elected members.

By any metric this is a failure of your council systems and highlights culture that is not fit for purpose.

On the table today

We are happy that progress is being made getting a business like land lease in place for airport hanger owners and the discussions regarding appropriate lease values have occurred.

On Wednesday last we sent some questions about clauses to our lawyer for advice and expect to have this in hand by the end of this week. We have shared with officers that we are waiting for advice. Although we agree with the general direction and intent of the lease we are concerned the council will rubber stamp a template before we have given our feedback.

We have been in consultation but until we receive advice we do not accept that the template is final with its current wording..

The other matter is rating. We are nervous that rates will be applied in a way that they increase dramatically compared with the current levels. The lease documents have an outgoings section in Schedule A but no information on the calculation of the "Generic rates" listed has been shared with us to date.

We would prefer any council resolutions or rubber stamps occur after these final matters are completed.

Process of setting land lease rates

In your papers today is information of where we are at with lease values. You are being asked to reverse the resolution made previously in the Infrastructure Committee.

At that public meeting council was presented with incorrect information and several comments were made in that meeting that were at best untrue and at worst intentionally misleading. We were also portrayed as entitled and stupid. History now shows that those grandstanding comments were entitled and stupid. We expect a higher standard from elected members and council officers when dealing with the affairs of ratepayers.

Going forward

We have extended to Councilors and Officers on several occasions our willingness and abilities to bring aviation related skills to council decision making at the airport. To date there is no visible sign of airport management being willing to engage.

We would like our elected members to direct airport management to meaningful engage with a tailored group of airport subject experts to meet and advise before airport management creates forward plans. This would cost the council nothing and we can point to many previous costly mistakes that have occurred that would have been avoided if this process was in place.

Airport management demonstrates uninformed and islanded decision making on a regular basis.

We will continue to advocate for Recreational and General Aviation users at the airport and seek a relationship that is business like and open. Being told to do LGOIMA requests does not meet the standard.

Council Officers are quick to engage paid consultants but fail to engage with actual users who can support decision making.

Summary

We know most elected members serve to make things better and most officers have good intentions but you need to change your culture to being open, listen to the people who you represent and serve, and find a way of becoming more practical and efficient.

Finally thanks to those of you who have been part of the solution

Jeremy Talbot – Airport Heritage Museum – Airport Hangar Leases and Airport Issues

Jeremy Talbot from the Airport Heritage Museum read aloud the following letter/verbal presentation to Councillors regarding report 8.2 Airport Hangar Leases and outlined other concerns at the Airport.

Attachments

- 1 Jeremy Talbot - Airport Heritage Museum - Airport Hangar Leases Letter

Airport leases

Apologies for Bruce Robertson and Nat Small

In every lease document put up by both the council and Hangar owners group the opening paragraphs have the statement that most leases are based on a return of 5 to 6% of the current market value of the asset being leased.

Bruce Robertson has a document from the head of the valuation association that confirms this that he would like to present, but can't be here today.

So on this basis using the valuation of a property sold nearby that was 9ha, has irrigation, a woolshed and an implement shed, a 1000m formed gravel horse training track plus water troughs etc and 3 phase power sold for just on \$30k/ha

The information recently released by council says its valuation for the entire airport that includes the farm land is just under \$40k/ha

So using the valuers guide the max per sqm base rate should be around 20c/sqm .

The farm is paying around 12c/sqm plus irrigation costs.

Looking at the gun clubs area and lease theirs is around 5 to 7c/sqm

So the question is what methodology was used to work out putting the extra \$5 on to get to \$5.25.

Nowhere is there any explanation. So without this, it seems that this council run operation could be said to be double dipping by also charging rates to cover what they claim is lease costs.

Commercial leases are based on the 5% plus outgoings in rates etc.

I believe we are more than happy to pay for services provided as long as they are reasonable.

There also seems to be confusion by TDC on runway activities and hangar leases and where costs stop and start.

I have heard things like there's a roadway with access to the runway, so prior to the new security gate going up this was a public road as are all the others on the airfield.

Power supplied to the private hangars was and is paid for by the owners.

The only other thing is some hangars have a water tap.

I understand that the grass is cut sometimes, certainly not to any standard in the last 12 months as I had to cut mine when the length reached 200mm 3 weeks ago. This is the 5th time I have cut the grass at the hangar I use in the last 5 months

There are also a great many inconsistencies in the leases which need addressing.

To this end I think that its time a new board of management was formed made up of 3 TDC representatives and 3 hangar owners /lessees to actually run the airport.

Its been 5 years since I blew the whistle on the proposed \$30m expansion of the terminal and runway so just think what the debt there would have been now.

We have a car park that costs more to run the technology that it returns in fees.

We once had an airport manager who did everything including the mowing in 2.5 days, we now have an airport manager, safety manager and a communications and publicity manager and 2 companies mowing the grass.

So clearly expenditure just on staff alone has gotten out of hand.

There are a number of other questionable expenditures done that have required reworking or changing.

The fact that NONE of the staff have any actual experience in aviation is a concern.

The recent economic study by economists suggest that Timaru can no longer support scheduled flights should be sending alarm bells off.

This is why I would like to now suggest that before any more decisions are made and that the management board be established and leave it to them to sort it out with in a specified time frame.

As it currently stands I believe that there are up to 3 airport businesses that are looking to close with the loss of over 20 jobs due to the lease and other issues at the airport.

I challenge this council to actually listen to me and lets get this right and not have a repeat of the toilets / art gallery etc and waste more money once again.

Jeremy Talbot

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The Mayor tabled the following letter received regarding car parking issues at Fraser Park, Church Street.

Attachments

- 1 Tabled letter received from Robyn and Michael King regarding car parking issues at Fraser Park

26 April 2026

To the Mayor and Councillors of Timaru,

I am writing to you today, and sending photos I've taken, to express my serious concern regarding the parking issues for residents living opposite Fraser Park.

While we were pleased to see the new white lines painted to mark out the driveways, they are unfortunately being completely ignored. When the lines were first painted, I noticed Council wardens patrolling and issuing tickets, which seemed to work well. However, since then, there has been no enforcement at all. People have clearly realized that no one is checking, and as a result, the parking has become worse than ever.

For the last three Friday nights, and again this Saturday the 25th, we have been unable to properly enter or leave our own property. This past Friday was particularly bad; a large ute parked so far across our drive that it blocked more than half the entrance. I spent the evening calling the Council, the 105 police line, towing companies, and even the Fraser Park office, but had no success. Eventually the police reached the owner, but the vehicle wasn't moved until the game ended 30 minutes later. (Police reference number PO66187170)

This causes a huge amount of stress for my family and friends. Every Saturday I have friends visit, some of whom are in their 80s and have mobility and sight issues. I always make sure my driveway is clear so they can park safely on our property, but they can't do that if the entrance is blocked. Even when cars aren't fully blocking the drive, they often park right over the white lines and so close to the edge of the crossing that it's incredibly difficult to "swing" a car in. It makes it almost impossible to see oncoming traffic or pedestrians when we are trying to pull out, which is a real safety worry.

On Saturday 25th an out of town friend was early so parked on the road, slightly back from the white line, to give enough swing for the incoming cars to enter our place. Before my other friends had even arrived a car parked in front of it and blocked the drive. We had another visitor at that time and she was very lucky to have left when she did before being trapped in here. To reverse into the drive would be impossible, especially considering the amount of traffic, both vehicle and pedestrian, arriving for the games.

It is also a major issue on Friday nights when my young grandchild stays for tea; her parents often cannot get in to collect her until the rugby crowds leave.

I have also observed cars parking directly over the alleyway and on the yellow lines, which makes it very difficult to see pedestrians on the crossing. This is a significant safety risk that needs to be addressed.

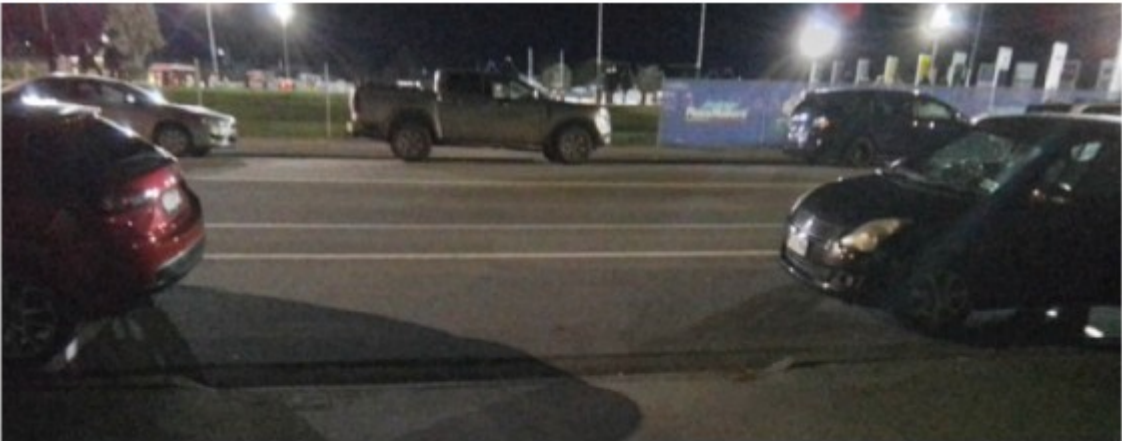
I want to be clear that I am not complaining about the general loss of street parking on game days. I am well aware the stadium was here long before I moved in. However, being able to access my own home safely is a basic necessity.

If the Council could resume the patrols and ticket those who park over the lines or on the yellow marks, I am sure the message would get across quickly. I look forward to hearing from you regarding what can be done to ensure we have clear access to our homes during the rugby season.

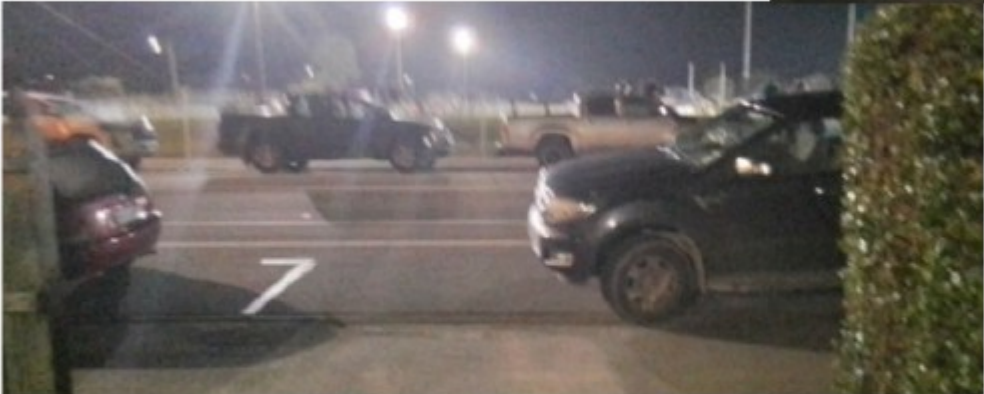
Friday 10th



Friday 17th



Friday 24th



Note back tyre in front of white line

Saturday 25th



The Mayor tabled an email received from Graeme Spencer regarding report 8.1 Gifting of Name to New Museum.

Attachments

- 1 Tabled Email Received from Graeme Spencer Regarding Item 8.1 Gifting of Name to New Museum

From: Graeme Spencer <[REDACTED]>
Sent: Sunday, April 26, 2026 1:26 PM
To: Nigel Bowen <nigel.bowen@timdc.govt.nz>; Stu Piddington <stu.piddington@timdc.govt.nz>; Peter Burt <peter.burt@timdc.govt.nz>; Scott Shannon <Scott.Shannon@timdc.govt.nz>; Owen Jackson <Owen.Jackson@timdc.govt.nz>; Michelle Pye <Michelle.Pye@timdc.govt.nz>; Stacey Scott <Stacey.Scott@timdc.govt.nz>; Chris Thomas <Chris.Thomas@timdc.govt.nz>; Graeme Wilson <Graeme.Wilson@timdc.govt.nz>; Philip Harper <Philip.Harper@timdc.govt.nz>
Cc: Nigel Trainor <Nigel.Trainor@timdc.govt.nz>
Subject: Submission to Timaru District Council – Museum Naming

Submission to Timaru District Council – Museum Naming

I request that this submission be recorded in full in the official minutes, along with my opposition to the proposed addition of a Māori name to the museum.

My Evaluation Criteria

I ask Councilors to consider this proposal using clear, practical criteria:

- Does the additional name add value to the existing name? - I do not believe it does.
- Is it relevant to the purpose of the museum? - No.
- Will it be accepted by the majority of ratepayers? - I believe it will not.
- Does it improve public recognition or clarity? - No.
- What is the practical purpose of the additional name? - This has not been clearly demonstrated.
- Who is the audience? - very limited
- Who benefits from the change? - The benefit appears limited rather than broadly community-based.
- Is there a demonstrable cultural or historical link between the proposed name and the institution? - No.
- Is the additional cost justified? - I do not believe so.
- If adopted here, does this create a precedent, and has that been considered?
- What information do you have that the Community supports this change?

Rationale

Lets consider the following statistics (2023 census data)

In Timaru:

- Approximately 97% of residents speak English
- Around 2% speak Māori
- All other languages are each under 1%

Nationally (2023 Census):

- English: 95.1%
- Māori: 4.3%

- Samoan: 2.2%
- Northern Chinese (Mandarin): 2.15%
- Hindi: 1.6%

Given this, it is reasonable to question whether adding a Māori name to an established public institution reflects the preferences or practical needs of the wider community.

[https://explore.data.stats.govt.nz/vis?tm=languages%20spoken%202023%20census&pg=0&snb=9&vw=tb&df\[ds\]=ds-nsiws-disseminate&df\[id\]=CEN23_ECI_011&df\[ag\]=STATSNZ&df\[vs\]=1.0&hc\[Languages%20spoken\]=&hc\[Census%20year\]=&dq=2023.064%2B9999%2B99999%2B999999.9999.99&to\[TIME\]=false](https://explore.data.stats.govt.nz/vis?tm=languages%20spoken%202023%20census&pg=0&snb=9&vw=tb&df[ds]=ds-nsiws-disseminate&df[id]=CEN23_ECI_011&df[ag]=STATSNZ&df[vs]=1.0&hc[Languages%20spoken]=&hc[Census%20year]=&dq=2023.064%2B9999%2B99999%2B999999.9999.99&to[TIME]=false)

Historical Context

The South Canterbury Museum has its own established history. It was founded in 1941 by the South Canterbury Historical Society, supported by the bequest of land and buildings from TD Burnett. The Society developed the collection and oversaw the construction of Pioneer Hall in 1966.

This heritage is an important part of the institution's identity. Any change to its naming should give proper weight to that history.

Principle

Names should reflect genuine origin and context. Where something is Māori in origin, it should be named accordingly. Where it is not, it should not be retrospectively relabelled in a way that may not align with its history.

Process and Accountability

This submission is not opposition to the Māori language.

It is a concern about process. A publicly funded institution belongs to the whole community. Decisions that affect its identity should involve transparent consultation, clear evidence of public support and be supported by logical reasoning..

Democracy

Councilors are elected to represent their communities. On matters affecting public assets, it is important that decisions reflect the views of those who fund and use them.

I ask the Council to reconsider whether this proposal has sufficient public mandate, and whether broader consultation should occur before any decision is finalised.

Graeme Spencer

6 Declaration of Conflicts of Interest

- Cllr Chis Thomas declared a conflict of interest regarding report 8.7 Community Funding Subcommittee - Recommendations for Funding.

7 Confirmation of Minutes

7.1 Minutes of the Council Meeting held on 31 March 2026

Resolution 2026/66

Moved: Clr Scott Shannon

Seconded: Clr Peter Burt

That the Minutes of the Council Meeting held on 31 March 2026 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 Gifting of Name to New Museum

The General Manager Regulatory, Development and Growth spoke to the report to present the te reo name of the new museum, gifted to Council by Te Rūnanga o Arowhenua, intended if Council wishes it, to sit alongside the original English name of the facility.

The Upoko of Te Rūnanga o Arowhenua, spoke to Council to provide the backstory behind the name and highlighted that the meaning is more than appropriate to describe the functions of the museum.

Clarification was sought on the pronunciation and differences between Maru and Marumaru.

It was noted that this is a part of the project budget and the name will sit in conjunction with South Canterbury Museum and a separate project to develop a dual logo will begin if the te reo name is adopted today.

The Mayor highlighted his opposition to the negative comments by members of the community on this topic.

Discussion included alternative te reo names. The Museum Director provided examples of other dual te reo/ English names of Museums from around New Zealand.

Further discussion included the sequencing of the dual names. The General Manager Regulatory, Development and Growth clarified that culturally speaking the te reo name would be first, however the decision on order remains with Council.

The Upoko of Te Rūnanga o Arowhenua, advised that their preference would be the te reo name first, however as it was a gift, there was no stipulation on order.

Resolution 2026/67

Moved: Mayor Nigel Bowen

Seconded: Clr Peter Burt

That Council:

1. Formally receive and adopt the te reo name for the South Canterbury Museum, Te Kura Marumaru, gifted to Council by Te Rūnanga o Arowhenua, to be used alongside the original name South Canterbury Museum; and

2. Approve that the Te reo name will sit first - Te Kura Marumaru, South Canterbury Museum.

In Favour: Mayor Nigel Bowen, Clrs Stacey Scott, Peter Burt, Stu Piddington, Scott Shannon, Michelle Pye, Owen Jackson, Chris Thomas and Philip Harper

Against: Clr Graeme Wilson

Carried 9/1

8.2 Airport Hangar Leases

The General Manager Assets and Infrastructure spoke to the report to determine the final form of the template ground lease at the Richard Pearce Airport (the Airport), and specifically to respond to issues raised by some lessees and endorsing final terms in the template lease, with specific amendments.

Council were advised that that 8 out of 22 leases have expired, and it was noted that the airport users had obtained their own independent valuation from a Christchurch firm, which has resulted in a different methodology being used. As a part of due diligence, Council's valuer was asked to provided a valuation based on the same methodology.

Issues with lease agreements still needing to be finalised following the airport user group obtaining independent legal advice. The Legal Services manager advised that delegation can be provided to the Chief Executive to execute.

Concerns were raised regarding the 25 year term, decrease of lease fee and the same rate for commercial and recreational users. Discussion included the compensation under the termination clause, further clarification was sought. The Chief Executive advised that the clause is permissive of either the lease termination to sell or remove the hangar and termination by Council requiring the land to occupy the land, the clause will therefore assist with the cost of relocating the hangar.

Clarification was sought on the treatment of rates, outgoings, and service provision, the Chief Executive advised that these will be reflected based on services received and addressed within lease documentation. It was further advised that lease schedules will be completed to allow for clarity while maintaining flexibility.

Discussion also included the lease review and dispute resolution process, with it noted that mechanisms are in place should agreement not be reached. Broader airport management matters were also raised.

Clr Stu Piddington voted against the resolution on the basis that there is no differential between commercial and recreational and opposition of the 25 year lease term.

Resolution 2026/68

Moved: Clr Michelle Pye

Seconded: Clr Graeme Wilson

That Council:

1. Note this report and its recommendations for amending the template ground lease for airport hangers at the Richard Pearce Airport to address issues raised by lessees.
2. Rescind resolution 2025/7 of the Infrastructure Committee which set the square metre rate for certain airport leases.

3. Determine that the lease rate per square meter of land for 13 disputed leases be set at \$5.25 per square meter, excluding GST.
4. Note the attached template lease.
5. Authorise the Chief Executive, or written delegate, to finalise terms of the template lease with the 13 disputed leaseholders and execute airport ground leases up to 25 years in duration.

Carried

8.3 South Rangitata Reserve Management Plan: Receipt of Submissions and Hearing

The Senior Policy Advisor spoke to the report for Council to receive all submissions and feedback on the South Rangitata Reserve Management Plan consultation, and to hear from any individuals or organisations who wish to speak to their submissions.

Verbal Submissions

Simon Rooney and Jackie Manning (South Rangitata Reserve Inc) – Raised points about natural hazard mitigation initiatives, river mouth openings, infrastructure services, drinking water supply, water testing results, lease tenure, reserve budgets, lease tenure, compliance inspections, fire risk, community funding on the ablution block, maintenance of playground equipment, exploration of a dump station and holding tank increasing permanent residency and lack of strategic oversight.

The discussion included infrastructure and service gaps (including water supply and reporting), lease transparency and compliance of permanent residents and 180 day lease holders.

Bob Mortimer (Rangitata Camp Working Party)– Spoke to increased camp usage and the need for a dump station, the group had received a quote and advised that a resource consent wasn't required, it was their view that Council just needed to pay for it. Further points raised were communication with Council officers without a desired outcome, the Health Act and maintenance expenditure for the camping ground.

An image of the Rangitata Camping Ground at their Waitangi Weekend fishing competition was tabled.

The discussion included Council obligations, consenting considerations, and funding sources.

Michael and Susan Spring – Raised concerns regarding water quality and limited communication of testing results. Further points raised were permanent residents and lease fee fairness.

Discussion included the responsibility of water quality results sitting with Taumata Arowai (Water Services Authority), it was highlighted that these are published by the entity, strategic infrastructure planning, and the need for clearer direction, improved communication, and further Council work on future management.

Suspension of Standing Orders

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

A motion was moved that Council suspend standing order 4.2 to allow the meeting to continue beyond two hours.

Council requested that a small working group consisting of the Mayor, Chief Executive, relevant officers and elected members be formed to work through the issues and changes required to the plan.

It was raised that Councillors would like to see a report returned to Council regarding the holding tank issues and options and what the associated costs are, including understanding government requirements regarding toilets to then look at funding options.

It was also raised that Council would like to see the number of permanent residents with a breakdown of who is paying a holiday hut holder lease rates vs permanent to ensure it is being accounted for correctly.

Resolution 2026/69

Moved: Cllr Michelle Pye

Seconded: Cllr Peter Burt

That Council:

1. Receives and notes the written submissions on the South Rangitata Reserve Management Plan;
2. Acknowledges submitters who have spoken to their submission;
3. Notes that all submissions will be considered as part of the deliberations at the 30 June 2026 Council meeting; and
4. Identify any particular topics or themes that they seek information and advice about to inform these deliberations.

Carried

Attachments

- 1 Tabled Image - South Rangitata Huts Camping Ground - Waitangi Weekend Fishing Competition



At 12.33pm, the meeting was adjourned.

At 1.16pm, the meeting resumed.

8.4 Release of Public Excluded Items

The purpose of this report is to provide the Council with an updated status of Public Excluded items released to the public.

Resolution 2026/70

Moved: Clr Scott Shannon

Seconded: Clr Michelle Pye

That Council notes the following public excluded items have been released to the public;

1. Council – Item 13.1 Building Consent Authority Reform 10 December 2024
2. Directors and Trustees Appointment Committee - Item 9.3 Reappointment of Timaru District Holdings Limited Chairperson 23 September 2025

Carried

8.5 Actions Register Update

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

Vertical Infrastructure Maintenance Report (Quarterly)

The General Manager Assets and Infrastructure provided a verbal update. It was noted that there was no asset register or data and officers have had to collate all the data and look at the condition data of those assets. Good progress has been made and an update report will be provided at the 30 June Council Meeting.

Chrome Platers Building

The General Manager Assets and Infrastructure provided a verbal update on the Waste Levy application, it was noted that it was required to be signed off by the minister. It was noted that the Emissions Trading Scheme (ETS) required a legislative change, options are being discussed with Ministry for the Environment.

Repayment of Timaru District Holdings Limited (TDHL) Loans Report

Requested clarification in order to understanding the process and the effect on Council's credit rating. The Chief Financial Officer advised they had been in contact with Fitch Credit Ratings with guidance to come back to Council.

Resolution 2026/71

Moved: Mayor Nigel Bowen

Seconded: Clr Stu Piddington

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

Carried

8.6 Decision on Membership of Local Government New Zealand (LGNZ) for the period 01 April 2026 to 31 March 2027

The General Manager Corporate spoke to the report to seek Council's decision on renewing the membership of Local Government New Zealand (LGNZ) for the coming year.

The Mayor advised that his role as the Provincial Chairperson of LGNZ should not determine a path for Council and should not be weighed into the decision today.

Councillors expressed broad support for the continuation of membership.

Clr Michelle Pye opposed the view due to Councils directive to Officers to reduce costs, governance should be following the same example.

Value add and usefulness of legal and specialist reports that are relevant to current workstreams and Central Government directives were highlighted.

Resolution 2026/72

Moved: Clr Owen Jackson

Seconded: Clr Chris Thomas

That Council:

1. Considers and agrees its decision on membership of Local Government New Zealand (LGNZ) for the period 01 April 2026 to 31 March 2027; and
2. Delegates to the Mayor the responsibility to advise LGNZ of the decision to retain or withdraw from membership.

In Favour: Mayor Nigel Bowen, Clrs Stacey Scott, Peter Burt, Stu Piddington, Scott Shannon, Owen Jackson, Graeme Wilson, Chris Thomas and Philip Harper

Against: Clr Michelle Pye

Carried 9/1

8.7 Community Funding Subcommittee - Recommendations for Funding

The Community Partnership Support Officer spoke to the report to present recommendations from the Community Funding Subcommittee Meeting held on 21 April 2026, for Council to consider for approval.

The Mayor noted that this round of funding was significantly oversubscribed with over \$280,000 in applications with an amount of \$54,000 to grant.

Resolution 2026/73

Moved: Mayor Nigel Bowen

Seconded: Clr Philip Harper

That Council:

1. Receives and notes the Community Funding Subcommittee - Recommendations for Funding report;
2. Approves the Community Funding Subcommittee recommendations as follows:

Community Development

Application No.	Applicant	Project	Amount	Recommendation
Application 1	Sutherlands Hall Social Committee	Complete interior renovations of hall and kitchen	\$15,000.00	\$4,000.00
Application 2	The South Island (Te Waipounamu) Branch of the Muscular Dystrophy Association of New Zealand Incorporated	Opportunity to Impact - In-home Fieldwork Programme	\$4,000.00	Decline
Application 3	Temuka Menzshed	Securement of funding for main running costs	\$2,136.49	\$1,000.00
Application 4	Momentum Charitable Trust	Life and Financial Skills Programmes Supporting Reintegration for Timaru Residents	\$10,020.00	Decline
Application 5	South Canterbury Multiple Sclerosis Society Inc	South Canterbury MS Headquarters Rental	\$5,949.12	\$3,500.00
Application 6	Centrecare Counselling - Sam Roebeck	Counselling - Timaru	\$5,553.84	\$2,000.00
Application 7	South Canterbury Neighbourhood Support	Ongoing Community Services / Operating Costs	\$10,000.00	\$5,000.00
Application 8	Stopping Violence South Canterbury	Timaru District Adult and Youth Violence Prevention Services	\$10,000.00	\$3,000.00
Application 9	Age Concern	Venue Hire for Friday Club	\$6,000.00	\$4,000.00
Application 10	Sea Cleaners Trust	Timaru District waterway and	\$30,000.00	Decline

		coastal clean-up programme		
Application 11	Food Rescue Aoraki Trust	Operational project-Rent	\$10,000.00	\$5,000.00
Application 12	ME/CFS Canterbury West Coast	Annual Support and Outreach Programme	\$7,500.00	\$1,000.00
Application 13	The NZ Raptor Trust	Kitchen/Bird Food Prep Fitout for new Falcon Facility	\$12,175.46	Decline
Application 14	Timaru Bowling Club Inc	New Bowling Turf	\$30,000.00	Decline
Application 15	Presbyterian Support Services South Canterbury Incorporated	Fit for purpose fit-out for our Foodbank	\$12,400.00	Decline
Application 16	The CanInspire Charitable Trust	CanBead Timaru Creative Therapy	\$3,000.00	\$1,500.00
Application 17	South Canterbury Chamber of Commerce	South Canterbury Website	\$4,500.00	Decline
Application 18	Citizens Advice Bureau	Operational Costs - Including Rent	\$10,000.00	\$4,000.00
Application 19	Geraldine District Free Kindergarten	New Purpose-Built Early Childhood Education Centre	\$25,000.00	\$5,000.00
Application 20	Temuka RSA Incorporated	Lighting Refurbishment	\$1,500.00	\$1,500.00
Application 21	Plunket	Plunket Timaru Services	\$10,000.00	\$3,000.00
Application 22	Gloriavale Leavers Support Trust	Gloriavale Leavers Support	\$5,000.00	\$2,000.00
Application 23	Social Services Council of the Diocese of Christchurch	Anglican Advocacy South Canterbury	\$6,900.00	\$2,000.00
			\$236,634.91	

Community Local Events

Application No.	Applicant	Event	Amount	Recommendation
Application 24	Timaru Harrier Club	Timaru Ten	\$10,000.00	\$2,000.00
Application 25	Te Aitarakihi	Matariki 2026	\$4,000.00	Decline
Application 26	Winchester Rodeo Club	Fencing for new bank extension	\$7,182.25	Decline
Application 27	Pasifika O Aoraki	Pasifika & Multicultural Community Volleyball Festival	\$6,000.00	\$1,000.00
Application 28	Green Hayes Emporium	Temuka Thrifty Catwalk	\$4,300.00	Decline
Application 29	South Canterbury Neighbourhood Support	The Amazing Neighbourhood Race	\$5,000.00	\$3,500.00
			\$42,915.25	\$54,000.00

Carried

8.8 Temuka Stadium Upgrade - Reallocation of Funding

The General Manager Assets and Infrastructure spoke to the report to request the reallocation of funding currently allocated to Earthquake strengthening upgrades that is no longer required to a high priority roof replacement and Heating Ventilation and Air Conditioning (HVAC) renewals at the Temuka Stadium as recommend by the Temuka Community Board.

Discussion included whether this represented the highest priority across the district, The General Manager Assets and Infrastructure advised that it is a high use stadium and that no other comparable urgent issues are currently identified, although further needs may emerge through asset management planning.

Clarification was sought on project scope, project manager, costs, and risks, including the potential for additional issues once works commence. It was noted that further pricing is being obtained and that current information is based on initial assessments. Discussion included future-proofing of the HVAC system and confirmation that no significant electrical upgrades are anticipated. The Property Team Leader advised that the Property Projects Officer will be leading the project.

Concerns were raised regarding timing, delivery, and community impact, particularly given high winter usage of the facility. It was noted that detailed planning, including scheduling and communications with users, is still to be undertaken.

Discussion also included the prioritisation of other maintenance items and how any unspent funding would be treated. There was general agreement indicated to support the reallocation,

subject to appropriate planning, communication, and flexibility to carry forward funding if required.

Resolution 2026/74

Moved: Cllr Michelle Pye

Seconded: Cllr Graeme Wilson

That Council:

1. Approves reallocating \$250,000 capital funding from the 2025/26 budget (or carry forward) if required for EQC strengthening to fund Stadium renewals.
2. Approves proceeding with Option 1 – Full Roof Replacement and replace Heating Ventilation and Air Conditioning (HVAC) system in the lounge, funded through the above budget reallocation and approve an additional \$142,000 expenditure to fund these high priority renewals.
3. Officers to liaise with community members on timing of this project.

Carried

8.9 Long Term Plan 2027-37 Development and Decision Timeline Endorsement

The Corporate and Strategic Planner spoke to the report to seek Council endorsement for the development and decision timeline for the Timaru District Council Long Term Plan (LTP) 2027-37, and to delegate specific workstreams to the Strategic Planning and Development and Growth Committees for development oversight.

The Corporate and Strategic Planner advised Council of an error in the report, it was clarified that the dates in paragraph 10.2 onwards should read 2027.

It was highlighted that planned meetings had been utilised where possible, however additional workshops were required and have been identified in the reports, it was noted that this could change depending on future Council Meeting dates.

Discussion included the practicality and risks associated with delivering the timeline, with it noted that external factors such as reform and potential legislative changes, may impact progress. It was advised that regular updates will be provided to ensure Council remains informed and on track.

Clarification was sought regarding councillor involvement and oversight, with it noted that while specific workstreams are delegated to committees, all elected members retain the ability to attend Committee meetings and remain informed.

It was noted that early strategic engagement with senior leadership is planned to support delivery.

Resolution 2026/75

Moved: Cllr Scott Shannon

Seconded: Mayor Nigel Bowen

That Council:

1. Receive the Long Term Plan 2027-37 Development and Decision Timeline Endorsement report; and
2. Endorse the proposed timeline as detailed in attachment 1; and

3. Endorse the recommended delegation of workstreams detailed in paragraph 12 to the Strategic Planning and Development and Growth Committees.

Carried

8.10 Budget Reallocation Request For Activity Workflow and Cost Structure Programme

The Corporate and Strategic Planner spoke to the report to seek Council approval for reallocation of existing Strategy and Corporate Planning budget in the current financial year to enable initiation of the Activity Workflow and Cost Structure programme in the current financial year, including procurement of consultant(s).

It was noted that the scope for the current financial year has been reduced, with further funding likely to be required in future.

Discussion included consideration of resourcing approaches, with some preference expressed for building internal capability rather than reliance on external consultants.

The Chief Executive advised that a targeted consultancy approach would support capability development within existing teams, providing mentoring and challenge to strengthen organisational understanding of service delivery.

Clarification was sought on the intended outcomes of the programme, with it noted that the work will establish a clear baseline of activities and costs.

Discussion included how success would be measured, with it advised that outputs will support greater transparency for decision-making, including a clearer understanding of service levels and corresponding rate impacts.

It was noted that there was some reluctance to commit to permanent resourcing given upcoming structural changes, particularly in relation to water services.

Resolution 2026/76

Moved: Cllr Graeme Wilson

Seconded: Cllr Peter Burt

That Council:

1. Receive the Budget Reallocation Request for Workflow and Cost Structure Programme Report; and
2. Endorse the budget reallocation of \$80,000 from Strategy and Corporate Planning 'Audit Services' to 'Consultants' to initiate the procurement process for the Activity Workflow and Cost Structure programme; and
3. Direct officers to bring confirmed scope and final budget requirements for the 2025/26 and 2026/27 financial years to Council in May.

Carried

8.11 Aigantighe Art Gallery Collection Policy - draft policy

The Senior Policy Advisor spoke to the report to seek elected member input regarding the policy content of the "Draft Aigantighe Art Gallery Collection Policy" (located at Attachment 1), and to approve the policy as the basis for consultation.

The Gallery Manager spoke to the Aigantighe Collection and highlighted that it was held in trust for the public, with the vast majority of the works having been gifted.

Discussion included collection growth and management, with concerns raised regarding the number of works being accepted compared to those removed, and the associated storage and cost implications. The Collection Curator clarified that a selective approach is applied, with the policy enabling Council to decline or selectively accept works to ensure alignment with the collection.

Clarification was sought on whether the policy provides sufficient flexibility, particularly in relation to high-value or significant works, and whether thresholds, delegations, and purchasing provisions are clearly articulated.

Elected Members noted that the policy may require refinement to ensure sufficient flexibility and clarity in these areas.

At 2:25pm, Clr Stu Piddington left the meeting.

Further discussion included deaccessioning, the Senior Policy Advisor advised that this is guided by professional standards and ethical considerations rather than financial value.

At 2:27 pm, Clr Stu Piddington returned to the meeting.

Valuation practices were raised.

Further discussion included storage costs, and whether contributors should meet associated costs such as freight and storage.

Clarification was also provided on the scope of the collection, the Collection Curator advised that Officers were committed to collecting New Zealand and Local art works, and clarified that works purchased through rates will be displayed.

At 2:32 pm, Clr Peter Burt left the meeting.

It was noted that the policy provides guidance rather than prescriptive rules, and that collecting could be paused if storage constraints arise.

Resolution 2026/77

Moved: Mayor Nigel Bowen

Seconded: Clr Owen Jackson

That Council:

1. Receives the “Aigantighe Art Gallery Collection Policy - draft policy” report; and
2. Adopt the “Draft Aigantighe Art Gallery Collection Policy” as the basis for consultation.

In Favour: Clrs Nigel Bowen, Stacey Scott, Stu Piddington, Scott Shannon, Michelle Pye, Owen Jackson, Graeme Wilson, Chris Thomas and Philip Harper

Absent: Clr Peter Burt

Carried 9/0

At 2:37 pm, Clr Peter Burt returned to the meeting.

8.12 Proposed accounting policies 2026

The Chief Financial Officer spoke to the report to present the proposed Group accounting policies to be applied in the 2025/2026 financial year for their adoption.

It was noted that the policies had previously been considered by the Audit and Risk Committee and that productive discussions had also been held with the auditors in relation to group financial reporting.

Discussion included asset valuation matters, particularly art valuations (for an interest and insurance perspective), and forestry, it was noted that Forestry is valued annually as at 30 June to determine the value reflected in Council's books.

Clarity was sought on revaluing water assets, specifically the determination of depreciation for the next or prior 12 months.

Software acquisition and development accounting treatment was raised. The Chief Financial Officer advised that Officers are working through the treatment with Audit NZ and It was noted that the policy position may still evolve through the audit process and would be brought back to Council if amendments are required.

Landfill post-closure clause was raised regarding the scale of moment that could arise from the review and risks of a late audit adjustment. The Chief Financial Officer advised that the suggested model is currently with PricewaterhouseCoopers (PwC) for review.

Discussion also included incomplete registers, outstanding valuations and investment property.

The Chief Financial Officer advised that these policy changes had been socialised with Audit prior to being reported to Council.

Resolution 2026/78

Moved: Cllr Michelle Pye

Seconded: Cllr Graeme Wilson

That Council:

1. Received and notes Proposed accounting policies 2026 report;
2. Adopt the accounting policies subject to audit and identified policy reviews.

Carried

8.13 Council Investments and Borrowing for the period ending 31 March 2026

The Chief Financial Officer spoke to the report to update Council on the status of Council's treasury activities at 31 March 2026.

An amended Bancorp Treasury Report was tabled, due to having identified an error in the interest rate graph, following publication of the agenda.

Resolution 2026/79

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

That the Council receives and notes the quarterly Council Investments and Borrowing report for the period ending 31 March 2026.

Carried

Attachments

- 1 Item 8.13 - Council Investments and Borrowing) - Updated Bancorp Treasury Report

8.14 Council Financial Performance Report to 31 March 2026

The Senior Finance Business Partner spoke to the report to outline progress on implementing the 2025-26 Annual Plan and report on the financial results for the period ended 31 March 2026.

Discussion included current underspend that is likely to return as cost pressures in 2026/27, including deferred works and vacancies. Clarification was provided on key variances, with it noted that many are non-cash in nature. The potential repayment of Timaru District Holdings Limited (TDHL) loans was also raised.

Discussion included errors identified within asset data, with it noted that these have been reviewed and corrected where required. Assurance was provided by the Senior Finance Business Partner that no significant issues have been identified across other asset classes following review.

Concerns were raised regarding budget management, particularly in relation to IT expenditure and cost overruns. Discussion included governance, accountability, and the alignment of delegations with the Annual Plan, the Chief Executive noted that oversight largely occurs through management processes and engagement with Group Managers.

It was noted that there is increased certainty around financial ratios and headroom as the financial year comes closer to a close, with the Chief Financial Officer advising this is due to previously budgeted uncertainties becoming clearer.

Discussion also included personnel costs, vacancies, and reporting, with it noted that current reporting does not fully break down FTE or departmental staffing impacts, although improvements are expected through the implementation of a new timesheet system. It was advised that vacancy management and staffing decisions are regularly reviewed, and that some costs relate to restructuring, redundancy, and capitalisation adjustments.

Further discussion included outstanding workstreams, including the geotechnical report of the Sophia Street Carpark which requires the engineers to come to agreement, and the parking meter business case, with it noted that timing for this remains subject to prioritisation alongside other work, including the Long Term Plan.

Resolution 2026/80

Moved: Cllr Graeme Wilson

Seconded: Cllr Peter Burt

That Council receive and note the summary financial results to 31 March 2026.

Carried

8.15 Bad Debts Written Off as at 31 March 2026

This report outlines the work Council Officers undertake to write off bad debts, the amount and details of these debts.

Finance Manager / Financial Accountant advised that there was nothing material in the reported bad debts written off for the last quarter.

Clarification was sought regarding library-related debts, with it noted that while overdue fines are no longer charged, access restrictions are applied where items are not returned.

The Chief Financial Officer advised that all write-offs follow standard debt collection processes and are generally written off when deemed unrecoverable or statute-barred. It was further noted that debts are typically grouped rather than treated as individual one-off write-offs.

Resolution 2026/81

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

That the Council receive and note the report Bad Debts Written Off as at 31 March 2026.

Carried

9 Consideration of Urgent Business Items

No items of urgent business were received.

10 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

11 Public Forum Items Requiring Consideration

There were no public forum items that required further consideration.

12 Resolution to Exclude the Public**Resolution 2026/82**

Moved: Mayor Nigel Bowen

Seconded: Cllr Scott Shannon

That at 3.12pm the public be excluded from the following parts of the proceedings of this meeting, namely,—

12.1 Bad Debts Written Off as at 31 March 2026**12.2 Claremont Water Treatment Plant Upgrade Business Case****12.3 Waste Processing Facility Report****12.4 Former Criterion Hotel and 138 Stafford Street (Chinese Gardens)- Future Options****12.5 Public Excluded Minutes of the Council Meeting held on 31 March 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
12.1 - Bad Debts Written Off as at 31 March 2026	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
12.2 - Claremont Water Treatment Plant Upgrade Business Case	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 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)	To protect commercially sensitive information To enable Council to carry out commercial or industrial negotiations
12.3 - Waste Processing Facility Report	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information

12.4 - Former Criterion Hotel and 138 Stafford Street (Chinese Gardens)- Future Options	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	To enable Council to carry out commercial activities
12.5 - Public Excluded Minutes of the Council Meeting held on 31 March 2026 Matters dealt with in these minutes: 13.1 - Timaru District Holdings Limited Asset Review 13.2 - Review and Determination of Future Lending 13.3 - Land Transport Group Activity - Section 17A Review 13.4 - Public Excluded Minutes of the Council Meeting held on 24 February 2026 13.5 - Public Excluded Minutes of the Extraordinary Council Meeting held on 3 March 2026	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 31 March 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 31 March 2026.
Carried		

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.”

At 3.12pm the meeting was adjourned.

At 3.22pm the meeting resumed in Public Excluded.

13 Public Excluded Reports

12.1 Bad Debts Written Off as at 31 March 2026

12.2 Claremont Water Treatment Plant Upgrade Business Case

12.3 Waste Processing Facility Report

12.4 Former Criterion Hotel and 138 Stafford Street (Chinese Gardens)- Future Options

12.5 Public Excluded Minutes of the Council Meeting held on 31 March 2026

13.1 Timaru District Holdings Limited Asset Review

13.2 Review and Determination of Future Lending

13.3 Land Transport Group Activity - Section 17A Review

13.4 Public Excluded Minutes of the Council Meeting held on 24 February 2026

13.5 Public Excluded Minutes of the Extraordinary Council Meeting held on 3 March 2026

14 Readmittance of the Public

Resolution 2026/83

Moved: Mayor Nigel Bowen

Seconded: Cllr Chris Thomas

That the meeting moves out of Closed Meeting into Open Meeting at 4.42pm.

Carried

The meeting closed at 4.42pm.

.....
Mayor Nigel Bowen
Chairperson

8 Schedules of Functions Attended

8.1 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 16 March 2026 and 15 May 2026.

17 March 2026	Attended LGNZ zoom meeting with the Minister of Local Government Attended Council workshops Attended Elected Member Induction
19 March 2026	Attended Spatial Plan Committee meeting Met with representative from Office of the Auditor General
20 March 2026	Attended Extraordinary People, Performance and Appointments Committee
24 March 2026	Attended Council workshops
25 March 2026	Meet with SC Chamber of Commerce for monthly catch up
26 March 2026	Met with representatives from New Zealand Local Government Funding Agency
27 March 2026	Met with Regional Public Service Commissioner and Director Met with Fonterra Manager Local Government & Stakeholder Affairs
31 March 2026	Attended Council meeting Attended morning tea with Consul General He Ying
2 April 2026	Met with representatives from New Zealand Local Government Funding Agency
10 April 2026	Attended Spatial Planning Committee meeting
14 April 2026	Attended two Council Committee meetings Attended Council workshops
15 April 2026	Attended Waters Transition Steering Group meeting Attended LGNZ zoom with National Council
21 April 2026	Attended Council workshop Attended event to sign Water Commitment Agreement with Mackenzie District Council

<i>23 April 2026</i>	Met with Chief Executive Venture Timaru Ltd
<i>28 April 2026</i>	Attended Council meeting
<i>29 April 2026</i>	Attended Waters Transition Steering Group meeting Attended Joint Shareholder Committee meeting
<i>4 May 2026</i>	Attended Chief Executives Forum Attended unveiling of the Rhys Taylor memorial seat event
<i>5 May 2026</i>	Attended Council Workshops
<i>6 May 2026</i>	Attended TDC/NZTA bi monthly catch up
<i>7 May 2026</i>	Attended LGNZ briefing: DIA on the Government's Head Start process
<i>11 May 2026</i>	Attended Chief Executive meeting
<i>12 May 2026</i>	Attended three Council Committee meetings
<i>13 May 2026</i>	Met with Venture Timaru Chair and CE for monthly meeting

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

Attachments

Nil

8.2 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 16 March 2026 to 15 May 2026.

<i>23 March 2026</i>	Attended Temuka Community Board meeting
<i>24 March 2026</i>	Attended CBD/ The Exchange meeting Attended Pleasant Point Community Board meeting
<i>25 March 2026</i>	Attended Venture Timaru breakfast with Brad Olsen Attended and spoke at Mayoral International Welcome Meet with SC Chamber of Commerce (SCCC) for monthly catch up Attended Geraldine Community Board meeting
<i>26 March 2026</i>	Attended New Zealand Road Safety, Emergency Response, and Healthcare Awards Ceremony and Networking event
<i>27 March 2026</i>	Met with Regional Public Service Commissioner and Director Met with Fonterra Manager Local Government & Stakeholder Affairs
<i>31 March 2026</i>	Attended morning tea with Consul General He Ying
<i>1 April 2026</i>	Met with MTFJ team for monthly update meeting Attended Mountainview High School farewell function for principal Kenny Diamond
<i>13 April 2026</i>	Attended SCCC Roundtable event with Hon. Scott Simpson – Minister of Commerce & Consumer Affairs
<i>15 April 2026</i>	Attended Water Transition Steering Group meeting Attended LGNZ zoom with National Council
<i>17 April 2026</i>	Attended two Hearing Committee objection considerations
<i>20 April 2026</i>	Attended Timaru Community Drop-in session
<i>21 April 2026</i>	Attended Community Funding Subcommittee meeting Attended Timaru/Mackenzie District Council, signing of Joint Water Services Commitment Agreement in Cave
<i>22 April 2026</i>	Attended Temuka Community Drop-in session Attended Geraldine Community Drop-in session

	Attended LGNZ zoom: Infometrics' Brad Olsen on the fuel crisis
23 April 2026	Attended IoD Making Good Decisions RMA Commissioner Training
24 April 2026	Attended TBHS ANZAC Service
25 April 2026	Attended, spoke and laid wreath and Timaru ANZAC Dawn Service
	Attended and laid poppy at Timaru ANZAC Cemetery Service
	Attended and laid wreath at Timaru ANZAC Civic Service
	Attended Peel Forest ANZAC Service
	Attended Rangitata Island ANZAC Service
	Visited Orari ANZAC Memorial
28 April 2026	Attended Museum Tour
29 April 2026	Attended Joint Shareholder Committee meeting
30 April and 1 May 2026	Attended Zone 5 & 6 Conference
2 May 2026	Opened the Rockwood Road to Fairlie Trail
4 May 2026	Interviewed by <i>The Detail</i> on Government announcement
	Hosted Geraldine International Students in the Council Chambers for a meet and greet
	Spoke at Rhys Taylors Memorial Unveiling and Memorial Service
5 May 2026	Interviewed by <i>RNZ</i> on Government announcement
	Interviewed by <i>100 FM</i> on Government announcement
6 May 2026	Met with MTFJ team for monthly update meeting
	Attended Aoraki Foundation's Annual Doners morning tea
	Attended TDC/NZTA bi-monthly catch up
	Attended Geraldine Community Board meeting
8 May 2026	Spoke to Mayoral Musings on The Breeze radio station
	Opened the SADD (Students Against Dangerous Driving) Hui
	Attended OTOP CWMS Leadership Group workshop
	Attended LGNZ briefing: DIA on the Government's Head Start process
	Presented Awards at SC Sports and Recreation Awards
13 May 2026	Met with Venture Timaru Chair and CE for monthly meeting
14 May 2026	Attended MTFJ Core Group meeting in Wellington
	Attended and Chaired LGNZ Rural and Provincial Sector meeting in Wellington
15 May 2026	Attended and Chaired LGNZ Rural and Provincial Sector meeting in Wellington

In addition to these duties I met with 63 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 16 March 2026 to 15 May 2026.

<i>16 March 2026</i>	Attended Global Cities New Zealand Special General meeting (online)
<i>24 March 2026</i>	Attended CBD/ The Exchange meeting
<i>25 March 2026</i>	Attended Venture Timaru breakfast with Brad Olsen
<i>10 April 2026</i>	Attended Automobile Association Freight and Roading meeting
<i>21 April 2026</i>	Attended Timaru/Mackenzie District Council, signing of Joint Water Services Commitment Agreement in Cave
<i>22 April 2026</i>	Attended Temuka Community Board Drop-in session
<i>23 April 2026</i>	Attended IoD Making Good Decisions RMA Commissioner Training
<i>25 April 2026</i>	Attended ANZAC Day Services at Temuka Dawn, Arowhenua, Temuka Cemetery, Temuka Domain, Temuka CBD and Winchester
<i>28 April 2026</i>	Attended Museum Tour
<i>13 May 2026</i>	Attended Federated Farmers South Canterbury AGM
<i>15 May 2026</i>	Opened the New Zealand Toast Masters Conference

Functions Attended by Councillor Peter Burt for the Period 16 March 2026 to 15 May 2026.

<i>25 April 2026</i>	Attended Timaru Civic ANZAC Day Service and laid wreath
<i>28 April 2026</i>	Attended Museum Tour
<i>30 April and 1 May 2026</i>	Attended Zone 5 & 6 Conference

Functions Attended by Councillor Graeme Wilson for the Period 16 March 2026 to 15 May 2026.

<i>20 March 2026</i>	Attended meeting with CBD Chairperson
<i>25 March 2026</i>	Attended South Canterbury Chamber BA5
<i>15 April 2026</i>	Attended Water Transition Steering Group meeting
<i>16 April 2026</i>	Attended South Canterbury Chamber of Commerce Timaru's New District Plan – Implications and Opportunities workshop
<i>21 April 2026</i>	Attended Timaru/Mackenzie District Council, signing of Joint Water Services Commitment Agreement in Cave
<i>28 April 2026</i>	Attended Museum Tour
<i>14 May 2026</i>	Attended meeting with CBD Group and Venture Timaru

Functions Attended by Councillor Michelle Pye for the Period 16 March 2026 to 15 May 2026.

<i>1 April 2026</i>	Attended tour of Downlands Water Scheme
<i>16 April 2026</i>	Attended IoD Making Good Decisions RMA Commissioner Training
<i>21 April 2026</i>	Attended Timaru/Mackenzie District Council, signing of Joint Water Services Commitment Agreement in Cave
<i>22 April 2026</i>	Attended Temuka Community Board Drop-in session
<i>25 April 2026</i>	Attended ANZAC Day Services at Pleasant Point and Cave
<i>28 April 2026</i>	Attended Museum Tour
<i>29 April 2026</i>	Attended Joint Shareholder Committee meeting
<i>4 May 2026</i>	Attended Rhys Taylors Memorial Unveiling and Memorial Service

In addition to these duties I met with 4 members of the public on issues of concern to them.

Functions Attended by Councillor Chris Thomas for the Period 16 March 2026 to 15 May 2026.

<i>17 March 2026</i>	Attended LGNZ Zoom meeting with Minister of Local Government
<i>18 March 2026</i>	Spoke to Greypower Timaru
<i>25 March 2026</i>	Attended Venture Timaru breakfast with Brad Olsen
	Attended Geraldine Community Board meeting
<i>1 April 2026</i>	Attended Timaru Suburban Lions Club meeting
<i>15 April 2026</i>	Attended LGNZ Zoom meeting with LGNZ National Council
<i>22 April 2026</i>	Attended LGNZ Zoom meeting with Infometrics
<i>25 April 2026</i>	Attended ANZAC Day Dawn Service in Timaru
<i>28 April 2026</i>	Attended Museum Tour
<i>8 May 2026</i>	Attended LGNZ briefing: DIA on the Government's Head Start process
<i>12 May 2026</i>	Attended Strengthening Families Committee meeting

Functions Attended by Councillor Stacey Scott for the Period 16 March 2026 to 15 May 2026.

<i>25 March 2026</i>	Attended SCCC BA5 – Bayleys South Canterbury
<i>26 March 2026</i>	Attended Perpetual Guardian & 10x10 Philanthropy event
<i>30 March 2026</i>	Attended Canterbury Biodiversity Champions meeting
<i>1 April 2026</i>	Attended tour of Downlands Water Scheme
<i>7 April 2026</i>	Attended Council Health and Safety Dog Pound walk around
<i>9 April 2026</i>	Attended Aorangi Stadium Fundraising Committee meeting
<i>16 April 2026</i>	Attended SCCC District Plan presentation

17 April 2026	Attended two Hearing Committee objection considerations
20 April 2026	Attended Timaru Community Drop-in session
21 April 2026	Attended Timaru/Mackenzie District Council, signing of Joint Water Services Commitment Agreement in Cave
22 April 2026	Attended Strategy Planning session with Caroline Bay Association
23 April 2026	Attended IoD Making Good Decisions RMA Commissioner Training
25 April 2026	Attended Timaru ANZAC Dawn Service, Timaru ANZAC Cemetery Service, Timaru ANZAC Civic Service, Peel Forest ANZAC Service, Rangitata Island ANZAC Service and visited Orari ANZAC Memorial
28 April 2026	Attended Museum Tour
30 April and 1 May 2026	Attended Zone 5 & 6 Conference
6 May 2026	Attended Council Health and Safety Art Gallery walk around Attended Geraldine Community Board meeting
14/15 May 2026	Attended LGNZ Rural and Provincial Sector meeting in Wellington

In addition to these duties I met with 13 members of the public on issues of concern to them.

Functions Attended by Councillor Philip Harper for the Period 16 March 2026 to 15 May 2026.

23 March 2026	Attended Canterbury Climate Champions Reference Group meeting online
24 March 2026	Attended Pleasant Point Community Board meeting
25 March 2026	Attended Venture Timaru breakfast with Brad Olsen Attended Geraldine Community Board meeting
1 April 2026	Attended tour of Downlands Water Scheme
9 April 2026	Attended Geraldine NZ meeting
24 April 2026	Attended Geraldine East Water Scheme tour
25 April 2026	Attended ANZAC Day Services and laid wreaths at the Geraldine Service, Woodbury, Peel Forest, Rangitata and Orari memorial
28 April 2026	Attended Geraldine NZ Breakfast at 7am meeting
6 May 2026	Attended Geraldine Community Board meeting
14 May 2026	Attended Geraldine NZ meeting

In addition to these duties I met with 15 members of the public on issues of concern to them.

Attachments

1. Councillor-Community Board Attendance May 2026

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Council Information-Workshops Attendance											
Date	Type	Mayor Nigel Bowen	Stacey Scott	Peter Burt	Owen Jackson	Stu Piddington	Scott Shannon	Michelle Pye	Philip Harper	Graeme Wilson	Chris Thomas
21/10/2025	Induction	Present	Present	Present	Present	Apology	Present	Present	Present	Present	Present
28/10/2025	Induction	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
4/11/2025	Induction	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
6/11/2025	Induction	Present	Present	Not Present	Present	Not Present	Present	Present	Present	Present	Present
11/11/2025	Induction	Present	Present	Not Present	Present	Not Present	Present	Present	Present	Present	Present
18/11/2025	Workshop	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
18/11/2025	Induction	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
25/11/2025	Induction	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
2/12/2025	Induction	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
16/12/2025	Induction	Present	Present	Present	Apology	Apology	Present	Present	Present	Present	Present
17/12/2025	Workshop	Present	Present	Apology	Present	Present	Present	Present	Present	Present	Present
26/01/2026	Induction	Present	Present	Not Present	Present	Present	Present	Present	Present	Present	Present
17/02/2026	Induction	Present	Present	Not Present	Present	Not Present	Present	Present	Present	Present	Apology
17/02/2026	Workshop	Present	Present	Not Present	Present	Not Present	Present	Present	Present	Present	Present
17/02/2026	Induction	Apology	Present	Not Present	Apology	Not Present	Present	Present	Present	Apology	Present
3/03/2026	Workshop	Present	Present	Present	Present	Present	Present	Apology	Present	Present	Present
10/03/2026	Workshop	Present	Present	Not Present	Present	Present	Not Present	Present	Present	Present	Present
17/03/2026	Workshop	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
17/03/2026	Induction	Apology	Apology	Present	Present	Not Present	Present	Present	Present	Present	Present
24/03/2026	Workshop	Present	Present	Present	Apology	Present	Present	Apology	Present	Present	Present
24/03/2026	Induction	Present	Present	Present	Apology	Present	Present	Apology	Present	Present	Present
14/04/2026	Workshop	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
21/04/2026	Workshop	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
5/05/2026	Workshop	Present	Present	Apology	Present	Present	Apology	Present	Present	Present	Present
19/05/2026	Workshop										
16/06/2026	Workshop										
23/06/2026	Workshop										
18/08/2026	Workshop										
22/09/2026	Workshop										
20/10/2026	Workshop										
17/11/2026	Workshop										
Meetings Attended		21	22	15	19	14	22	20	23	22	22
Total Possible Meetings		23	23	23	23	23	23	23	23	23	23

Committees										
Date	Mayor Nigel Bowen	Stacey Scott	Peter Burt	Owen Jackson	Stu Piddington	Scott Shannon	Michelle Pye	Philip Harper	Graeme Wilson	Chris Thomas
Audit and Risk Committee	Member	Member				Member	Member		Member	
15/12/2025 (Workshop)	Present	Apology				Present	Present		Present	
26/01/2026	Present	Present				Present	Present		Present	
2/03/2026	Present	Present				Present	Apology		Present	
CANCELLED 13/04/2026 (Workshop)										
8/06/2026										
7/09/2026										
19/10/2026										
7/12/2026										
Development and Growth Committee	Member		Member	Member		Member		Member		Member
10/02/2026	Present		Present	Present		Present		Apology		Present
10/03/2026	Present		Apology	Present		Present		Present		Present
14/04/2026	Present		Present	Present		Present		Present		Present
12/05/2026	Present		Present	Present		Present		Present		Present
9/06/2026										
14/07/2026										
11/08/2026										
8/09/2026										
13/10/2026										
10/11/2026										
Hearings Committee	Member	Member	Member			Member	Member			
17/04/2026	Present	Present	Not Required			Present	Not Required			
17/04/2026	Present	Present	Not Required			Present	Not Required			
Downlands Committee	Member	Member				Member	Member	Member		
16/02/2026	Present	Present				Present	Present	Present		
13/07/2026										
16/11/2026										
People, Performance and Appointments Committee	Member	Member	Member			Member	Member		Member	
9/12/2025	Present	Present	Present		Present	Present	Present		Present	
17/02/2026	Present	Present	Present			Present	Present	Present	Present	
20/03/2026	Present	Present	Apology			Present	Present		Present	
19/05/2026										
22/09/2026										
8/12/2026										
Projects and Procurement Committee	Member	Member	Member	Member	Member				Member	Member
10/02/2026	Present	Present	Present	Present	Present				Present	Present
10/03/2026	Present	Present	Apology	Present	Present				Present	Present
14/04/2026	Present	Present	Present	Present	Present				Present	Present
12/05/2026	Present	Present	Present	Present	Present				Present	Present
9/06/2026										
14/07/2026										
11/08/2026										
8/09/2026										
13/10/2026										
10/11/2026										
Strategic Planning Committee	Member	Member			Member		Member	Member	Member	
10/02/2026	Present	Present			Present		Present	Present	Present	
10/03/2026	Present	Present			Present		Present	Present	Present	
CANCELLED 14/04/2026										
12/05/2026	Present	Present			Present		Present	Present	Present	
9/06/2026										
14/07/2026										
11/08/2026										
8/09/2026										
13/10/2026										
10/11/2026										
Subcommittees										
Local Arts Subcommittee				Member		Member				
11/12/2025				Present		Present				
5/03/2026				Present		Present				
10/09/2026										
10/12/2026										
Sister Cities Subcommittee	Member		Member			Member				
10/11/2025	Present		Present			Present				
2/02/2026	Apology		Present			Present				
4/05/2026	Present		Apology			Present				
3/08/2026										

Committees											
2/11/2026											
Community Funding Subcommittee	Member			Member				Member	Member	Member	
21/04/2026	Present			Present				Present	Present	Present	
6/10/2026											
Youth Initiatives Subcommittee	Member	Member					Member				
11/03/2026	Apology	Present					Present				
9/09/2026											
Community Partnerships Subcommittee	Member			Member							
4/12/2025	Present			Present							
26/03/2026	Apology			Present							
25/06/2026											
Workshop - 25/06/2026											
24/09/2026											
3/12/2026											
Rates Remission Subcommittee											
Civic Honours Appointments Subcommittee											
Museum Collection Subcommittee	Member	Member		Member				Member			
3/02/2026	Present	Present		Present				Present			
Joint Shareholders Committee	Member							Member		Member	
29/04/2026	Present							Present		Present	
3/06/2026											
26/06/2026											
Meetings Attended	25	17	10	13	9	19	9	10	14	9	
Total Possible Meetings	39	25	21	18	12	26	16	16	18	12	

Date	Type	Mayor Nigel Bowen	Stacey Scott	Peter Burt	Owen Jackson	Stu Piddington	Scott Shannon	Michelle Pye	Philip Harper	Graeme Wilson	Chris Thomas
Monday, 16 February	Temuka Community Board			Apology							
Tuesday, 17 February	Pleasant Point Community Board										Present
Wednesday, 18 February	Geraldine Community Board				Present						
Monday, 23 March	Temuka Community Board		Present								
Tuesday, 24 March	Pleasant Point Community Board								Present		
Wednesday, 25 March	Geraldine Community Board										Present
Monday, 04 May	Temuka Community Board					Present					
Tuesday, 05 May	Pleasant Point Community Board			Apology							
Wednesday, 06 May	Geraldine Community Board		Present								
Monday, 15 June	Temuka Community Board										
Tuesday, 16 June	Pleasant Point Community Board										
Wednesday, 17 June	Geraldine Community Board										
Monday, 20 July	Temuka Community Board										
Tuesday, 21 July	Pleasant Point Community Board										
Wednesday, 22 July	Geraldine Community Board										
Monday, 31 August	Temuka Community Board										
Tuesday, 01 September	Pleasant Point Community Board										
Wednesday, 02 September	Geraldine Community Board										
Monday, 19 October	Temuka Community Board										
Tuesday, 20 October	Pleasant Point Community Board										
Wednesday, 21 October	Geraldine Community Board										
Monday, 30 November	Temuka Community Board										
Tuesday, 01 December	Pleasant Point Community Board										
Wednesday, 02 December	Geraldine Community Board										
Meetings Attended		0	2	0	1	1	0	0	1	0	2
Total Possible Meetings		0	2	2	1	1	0	0	1	0	2

9 Reports

9.1 Venture Timaru Nine-Month Report to 31 March 2026

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That Council receives and notes the Venture Timaru Quarterly Report for the nine-month period 01 July 2025 to 31 March 2026.

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol), the quarterly performance report of Venture Timaru (VT) for the period 01 July 2025 to 31 March 2026.

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 progress of Venture Timaru against its Statement of Intent (Sol) which is considered by Council annually.

Discussion

- 3 Venture Timaru's quarterly report for the nine-month period 01 July 2025 to 31 March 2026 is attached. This update is provided to Council as a requirement of Venture Timaru's Statement of Intent (Sol) with Council and provided on a quarterly basis.
- 4 The financial statements and progress on the non-financial monitoring indicators to 31 March 2026 are also outlined in the attached report.
- 5 The Chief Executive of Venture Timaru will be present to speak to the report.

Attachments

1. **Venture Timaru Quarterly Report to 31 March 2026**  

Venture Timaru Year to date report to 31 March 2026

PILLAR ONE: BUSINESS ATTRACTION – attract and assist new business to the District	
Activity	Make Timaru your Business (MTYB) Campaign continues refer HERE <u>Year to Date</u> • 86 new business and referral source engagements made • 210+ separate local business and industry engaged with as advocates for Make Timaru your Business • 12 x print media placements – total readership reach 57,500 • 2 deals won (SME's – Renewable Energy and Software Development) • Economic Development website being refreshed across May/June to amplify & support business attraction activities. • 23 current NEW BUSINESS opportunities being progressed (4 x new this recent quarter) - of which 9 as a direct result of MTYB campaign (8 introduced via referral network and 1 direct) • New CRM established – tracking of all new business deals, stage reached and details etc... (see below) This graph shows the stage each of the 23 active new business opportunities are at - sorted by sector.
ED New Business - Deals Progress Report by Key Sector Aerospace Aquaculture Biotech Food & Fibre Oil & Gas Energy Education Recreation Manufacturing Accommodation - Hotel Residential Development Transport & Logistics IT & Software Development (Count) Deals 4 3 2 1 0 Initial Inquiry (NEW Business) Information Sharing (NEW Business) Proposal Discussion (NEW Business) Due Diligence (NEW Business) Agreement Negotiation (NEW Business) Closed Won (NEW Business) Deal Stage	

Outcomes/Value Added	March quarter saw: - <u>4 x new opportunities</u> engaged with and being progressed with 3 of these in the renewable energy sector and 1 x biotech (food & fibre). - <u>Biotech – Food & Fibre opportunity</u> has quickly advanced to extended due diligence assessing location options, supplier interest and services. - Invest NZ introduced <u>renewable energy project and infrastructure investor</u> has again visited this time with engineer and environmental advisors to solidify their interest in opportunities across South Canterbury. The project direction and location considerations are becoming increasingly well-defined with a soon to be signed MOU with key local stakeholders the foundation to progress and realise these opportunities. - <u>Aerospace</u> – 32 local businesses engaged in recent “Intro of Manufacturing” workshop at which 3 x active Aerospace entities presented on “what it takes to be part of it”. Immediate connection made with a local precision engineering company now engaged on developing a component prototype for the 2027 Space Station. Next steps include: - Load participating Aerospace companies onto the Canterbury Aerospace website where our capability is being marketed internationally . - Create a prospectus showcasing the work that is already being undertaken by local businesses in South Canterbury. - Promote South Canterbury businesses at the Aerospace Summit 1-2 October. - Continue meetups every 8 weeks - <u>Oil & Gas</u> - Recent announcement that a party (CBX Energy Ltd – Craig Barry) has applied to test drill the Wherry Prospect off our East Coast refer https://www.odt.co.nz/news/dunedin/new-push-drill-oil-otago-coast Seeking introduction to this party. - A variety of introductions to these new opportunities have been made locally across: Council, Runanga, landowners, environmental, trades, port, TDHL, industry etc... facilitating a team approach to progressing and securing these new business opportunities - Foodtech Advert - positioning the Washdyke Industrial Hub as a place where international brands invest (as well as the wider district). Call to action – Industrial Sites available now. Contact VT. Advertorial case studies include Heartland Chips showcasing locals investing in a 20-year-old plant and JPNZ attracting international investor Sumitomo. <u>Starting a new business 50+</u> • VT partnering with Start Smart who will deliver a facilitated 8 week programme to assist 50+ aged locals develop new business ideas/opportunities. • An initial foray into the entrepreneurial space by VT • First cohort of 3 participants has commenced • Business ideas include Mindfulness, Art Gallery/Café with an Indigenous/cultural theme and Admin support covering leave and recruitment gaps.	
Key Performance Indicators	Engage with a minimum of 10 new businesses or referral sources per month	MET
	Maintain a database of active new business opportunities and referral sources – actions taken and to be taken	MET

PILLAR TWO: BUSINESS DEVELOPMENT – support existing business to innovate and grow	
Activity	<u>Engagement Summary</u> - Jan – April has seen a total of 225 engagements with existing business – (Economic Development 112 and Tourism & Visitor 113) - These engagements included 33 meetings with businesses not engaged with for > 6 months - Growth Opportunities that require our support - (2 new April, 23 TOTAL) - Connections made and enablement tasks facilitated - (9 new April, 82 TOTAL) - Capability Building – e.g. T&V support with marketing, scaling up operators, Qualmark accreditation etc.. + ED Aerospace readiness (4 New April, 22 TOTAL) - Barriers/challenges that require advocacy to enable business success. (1 new April, 8 TOTAL) - Meetings - Food Pro (quarterly), Aerospace (bimonthly) and CBD group (monthly) took place. - Monthly newsletter open rate 27.52% (817 unique opens/engagement Feb-April) <u>General Overview</u> - Business performance patchy and exacerbated with current fuel situation. Many had been experiencing good recovery post Xmas then hit by fuel crisis. Residential construction and retail especially quiet. - Some noting an increase in turnover and that while topline sales have increased, net profit is down due to increased costs (not passing on to customers). - Recent Food processor meeting evidenced that sector in particular very busy. - Engagement with reps of manufacturing and retail has seen many state that there is a significant shortage in high skilled roles. With two in particular commenting that it is hard to attract youth. - New participants have joined both Food Pro Business Connection Group (2) and Aerospace (3)
Outcomes/Value Added Check out our latest short videos Timaru District – the place to do business 10 great reasons to visit Timaru district	<u>Existing business engagement of note:</u> • <u>Opuha Water & Irrigation NZ</u> – Irrigation NZ (on behalf of all Canterbury Irrigation companies) are to shortly present to the Canterbury Mayoral Forum on the importance of refreshing the Canterbury Water Strategy as an important “roadmap” and regional enabler. They have requested VT CE joins them to present on the economic importance of water as a critical enabler to local industry and boarder regional prosperity. • <u>Fibre manufacturer</u> – Intro to Lincoln Uni contacts to progress waste water treatment R&D. • <u>Environmental Services</u> – intro to Canterbury Energy Plan steering group admin to engage and help inform next steps of the Canterbury Energy Strategy • <u>Recreational entity</u> – Intro to new racquet opportunity – interest from both parties in co-location. Subsequent intro to local company as possible development partners. • <u>Brad Olsen event</u> – successful speaking event attended by 60+, informative update on international, national and regional environment. Slides shared with all attendees, positive front page new story • <u>Training provider</u> – looking to relocate from Church St premises, intro them to Ara as potential to relocate there and into the developing Educational Hub. • <u>BCITO</u> – intro of Blenheim based small home manufacturer keen to partner with local builders. • <u>S C Transportation Forum</u> – attended by Automobile Assn, TDC, Kiwirail, Tka Transport, Brisnan Transport, MP’s Meager and Anderson – object to explore/develop and implement a more efficient and balanced transportation system (road/rail/sea). Discussion and connection to NZTA SHIP and proposed Port to Port workstreams.

	• <u>Caroline Bay Assn</u> – facilitated strategic planning session attended by Assn, TDC, Elected member, Media Works, Independent Event Manager Simon Carter (SI Masters Games, Brews on Bay, Seaside festival etc...) and VT Staff. Identified challenges & opportunities. Next step is to inform outcomes through wider community engagement – VT assisting with this survey. • <u>Development & Growth committee</u> meetings monthly – next 12 May • BDM invited to talk to Sth Cnty Master Builders meeting 6 June	
Key Performance Indicators	Maintain a database of all existing business engagement – min 20 per month	MET
	Report on value add assistance provided to local business	MET
	Report on risks identified and mitigation & escalation action undertaken	MET



Venture Timaru
February 18 at 9:02 PM · 🌐

Congratulations Juice Products New Zealand (JPNZ) on reaching an incredible milestone today as its millionth metric tonne of carrots arrived! 🥕

Read more about it in the article below or watch Wednesday 18th February episode of Seven Sharp.



THEPRESS.CO.NZ

'A quiet powerhouse': Juice factory marks major milestone

Here's a great plug for living in Timaru! Great to share when recruiting and on job adverts to attract newcomers.



ONEROOF.CO.NZ

NZ's last affordable beach town? Buyers ditching their mortgage in 'Riviera of the South'

‘A pretty solid spot’: Principal economist says Timaru has ‘a lot of opportunity’

 Rachael Comer | The Timaru Herald

March 28, 2026

Share



PILLAR THREE: INVESTMENT – facilitate new investment in infrastructure and community assets		
Activity	Canterbury Mayoral Forum - Representing District on working groups developing both the Canterbury Energy Strategy and Regional Deal proposition Government Electronic Tender Service (GETS) - Monthly monitoring to identify central government funding opportunities for the district Regular engagement with Local Member of Parliament and funding sources across Central Government & associated entities - MBIE, Kanoa, MPI, Primary Sector Growth Fund, Universities etc..	
Outcomes/Value Added	Information has been collated and the updated report highlighting the capability and <u>contribution of the South Canterbury Economy to NZ Inc</u> will be completed by Economist Benje Patterson at the end of May. The outcomes/scope of the report include: - Update the existing export data to include 2025 data. The key focus will remain on the food and fibre exports, as those are the ones where South Canterbury is contributing much more than its share to the NZ economy. - incorporate data on energy production and the supply pipeline in South Canterbury relative to demand – this will include as appropriate the Transpower construction data on new projects as well as evidence from the Fast Track process of others in the pipeline. This helps to demonstrate another key “exporting” industry where energy is distributed to the rest of NZ well above South Canterbury’s size and own usage. - Alongside existing ports information updates, data on roading spend by Central Government will be included, to demonstrate the low levels of expenditure on roads by NZTA relative to the high demand placed by “grunt” industries such as 1) and 2) above. E.g. “20% food + fibre exports, 10% NZ electricity production, 1% NZ population, 0.5% NZTA maintenance spend on roads”... This report will also be a foundational document for a <u>South Canterbury “pitch of priorities”</u> – aligned to the Canterbury Regional Deal being developed by the Canterbury Mayoral Forum and Steering Group (VT on this) – TDC CE positioned with South Canterbury Mayors the need to have an aligned and agreed Sth Canty “pitch of priorities” document. There is consensus amongst the mayors and CE’s – VT to help formulate and we await guidance on first steps i.e. Mayor/CE workshop ... <u>Mayoral Forum</u> regional work – we continue to ensure our local voice is heard (and opportunities identified) in the important regional workstreams – Regional Energy Strategy and Positioning for Regional Deals which has recently evolved into a Regional Investment Prospectus as directed by the Canterbury Mayors. - Regional Energy Strategy – the draft action plan/roadmap, based on the framework endorsed by all \Canterbury Mayors, is now well advanced with board stakeholder engagement helping inform and update. Through May this will be reviewed by the CE forum then onto the Mayoral Forum and peer review completed. On track for June completion and implementation. - Regional Investment Prospectus - The purpose of this work is to develop a region-wide investment prospectus that positions the region to a range of national and international audiences. Progressing introduction of new <u>Biotech opportunity</u> to Primary Sector Growth Fund	
Key Performance Indicators	\$ of new to district investment – central government and private	NOT MET
	Investment and development introductions made, and assistance given	Refer Pillar Two Business Development

PILLAR FOUR: PROMOTION – promote the District as a destination of choice	
Activity	Overview: We are now at the end of a busy peak summer period, of which the highlights have been significant international exposure via our first Australian trade show attendance, the Central South collaborative campaign and visit by travel writer Harry Bullmore, not to forget our busy cruise season. On top of this February visitor data shows we have recorded a 24% increase in international visitors for the month and 37% increase in international visitor spending compared to 2025. EVENTS Major Events Support Fund (MESF) events: - Events calculator reports have been completed for the following events, and turnover for each of this is listed below. The turnover does not include the economic impact of local attendees; hence this are listed separately) The events ranged in length from 1 – 6 days. - Brews on Bay \$697,000 (local attendees \$580,000) 4 & Rotary \$4.5m (local attendees \$600,000) - Caroline Bay Rock and Hop \$2.8m (local attendees \$1.4m) - World Tennis Tour \$2.27m (local attendees \$1.5m) MESF Coming up: Final event for the year is the Timaru CBD Matariki Night Market, Thurs 9 July 2026. Cruise - Season debrief completed. Positive feedback after end of a good season. - Cruise community feedback survey currently live for input. - PrimePort made late decision not to attend international trade fair Seatrade in April due the number of NZ ports going. They are now planning a separate trip to visit cruise lines one-on-one. For the first time the NZ Tourism Minister attended the event in Miami to assist in promoting NZ as a cruise destination. - Cruise bookings 2026-2027, which will bring approx.. 1000 more passengers than 2025-2026 due to larger vessels calling MARKETING & PROMOTION - Website Project – Refreshed Tourism Website now live check it out HERE - Regional Tourism Boost Fund (RTBF) - As part of the Central South Island RTBF collaborative project targeting Australian visitors over shoulder season and into winter, Timaru hosted Australian breakfast TV show Sunrise in April, filmed live from our city centre on 22 April. Weekly audience of sunrise is estimated at 3 million. - Harry Bullmore, senior fitness writer for The Independent UK online (monthly UK readership of 19 million) – visited as part of Tourism NZ campaign, staying overnight. He was glowing in his reviews of Timaru, including on his personal Instagram channel https://www.instagram.com/p/DWzDt4GijQH/ - Winter Campaign – “So much, so close” in market via digital channels. TRADE EVENTS 2026 - Tourism NZ Sydney Roadshow - Sydney, March 2026 – engaged with 25 agents and already getting interest in our operators.
Outcomes and Value Added	

	- RTNZ Inbound Tour Operator Event - Auckland, March 2026 – engaged with 57 agents; positive feedback. - TRENZ 2026 - Auckland, May 2026 – NZ's key international tourism trade showcase; three days of appointments, sharing stand with new operator Holme Station Corner; Te Ana Māori Rock Art returning for second year. GENERAL - RTNZ Update - Otago Policy School – Attended for first time, it brings together industry, government and research leaders to discuss policy solutions for the tourism industry, focusing on topics like technology, sustainability, funding, and futureproofing, such as the 2050 strategy. The minister announced the development of a national Tourism Policy Statement. This is now being worked on by MBIE tourism staff and the RTNZ board and is providing feedback first week of May. It is expected that the policy statement will go to cabinet in Q2 and will provide an interim measure while the Tourism Growth Road Map is still under development. The Minister's aim is that it will articulate tourism's role as a key national asset and provide clarity on roles for the future, while giving confidence to the regions and will set priorities. - RTNZ advocacy to Minister Upston relating to Local Government Reforms, positioning the importance of Tourism and RTO's in all associated considerations. SCOFF 11 – 27 September 2026 - Now in its seventh year and established as a key South Canterbury wide event supporting the hospitality sector and promoting our significant food production. - Ongoing promotion now; will accelerate for the 2026 event from July. - Sponsorship – currently in talks with key sponsors.
Additional Commentary	VISITATION Data – February highlights - Timaru's latest visitor statistics for February show the district tracking as having the <u>third highest growth in international visitor days</u> among South Island Regional Tourism Organisations, compared to the same month last year. The data shows growth in international visitor days of 24%, with Europe overtaking China, Japan and Korea as the main source of visitors. Canterbury and Waitaki scored slightly higher with 29% growth in internationals. - Timaru District figures also show that more internationals are choosing to stay overnight, with growth of 27%. Conversely our domestic visitor days dropped off, falling 8% overall. - View the dashboard https://www.vtdevelopment.co.nz/business/tourism-data

	Home Visitation Overview Visitation by Origin Visitor Spending Overview Visitor Spending Deep Dive Accommodation Economic Indicators by Industry International Visitor Arrivals Long-Term Growth Comparison Monthly Comparison About & Definitions Venture Timaru Timaru Visitor Information Vistr Destination Insights Venture Timaru Destination Insights Dashboard Navigate via the menu on the left. For more details on the pages & datasets click About & Definitions. Visitor Days Feb '26 Domestic 191K ▼ -8% vs. Feb '25 All NZ ▼ -6% International 62.1K ▲ 24% vs. Feb '25 All NZ ▲ 12% Visitor Spending Feb '26 Domestic 28.9M\$ ▼ -3% vs. Feb '25 All NZ ▲ 8% International 9.9M\$ ▲ 37% vs. Feb '25 All NZ ▲ 18% Accommodation Occupancy Feb '26 Commercial 73% ▲ 13%pt vs. Feb '25 All NZ ▲ 4%pt Short-Term Rental 81% ▲ 6%pt vs. Feb '25 All NZ ▲ 1%pt Tourism-Related Employment Feb '26 Filled Jobs 1.8K ▲ 2% vs. Feb '25 All NZ ▲ 1% Employment Earnings 12.5M\$ ▲ 8% vs. Feb '25 All NZ ▲ 4% First time user? Want to get the most out of this dashboard? Check out the tutorial. This dashboard is produced by Vistr, a Christchurch based company specialising in tourism insights. We are continuously improving this dashboard and would love to hear your feedback. Please contact us here with feedback, questions and suggestions or if you'd just like to chat data! Select Time Measure Monthly Quarterly Yearly Select for Previous Month Data All	
Key Performance Indicators	Economic benefit and return on investment via Major Events Fund – target \$1: \$25	MET
	Number of new events and conferences facilitated or supported	MET
	Cruise Sector Economic benefit and return on investment	ONGOING

Financials

From an initial SOI budgeted deficit of (\$3,334), VT reforecast late 2025 to a deficit of (\$67,658). Primarily funded from reserves, this reforecast deficit encompassed one of costs associated with shift of premises, refreshed Tourism website and progression and finalisation of Towards 2050 plan and associated data portal. Within this last quarter we have identified further operational efficiencies and cost savings of 5.3% (net of aforementioned one-off costs), which we are on track to realise over the next few months as we head into years end.

Variance YTD of actual v reforecast budget primarily relate to timing, and we comment on most notable variances with our Statement of Financial Performance as follows:

Statement of Financial Performance

Venture Timaru

For the 9 months ended 31 March 2026

Account	YTD July-Mar 2026	Budget July-Mar 2026	SOI 2025.26
Revenue			
Funding from local government	1,053,044	1,053,047	1,465,000
Funding from central government	62,550	26,500	26,500
Service delivery contracts from central government	132,110	132,000	132,000
Interest, dividends and other investment revenue	16,853	17,000	22,000
Other revenue	69,511	33,112	16,800
Total Revenue	1,334,068	1,261,659	1,662,300
Expenses			
Employee related costs	529,626	521,120	683,134
Economic development - administration and overhead costs	269,223	263,458	317,500
Tourism administration and overheads	249,328	212,301	288,000
Other programmes administration and overheads	337,660	305,300	377,000
Total Expenses	1,385,836	1,302,179	1,665,634
Surplus/(Deficit) for the Year	(51,768)	(40,520)	(3,334)

Statement of Financial Performance

Income:

- Central Government funding +36,050 above budget - pass through Regional Events Funding successfully obtained to further support 3 x local events
- Other Income +\$36,399 – both additional SCOFF support (successfully secured by VT team from neighbouring councils and new sponsor) and gross additional cruise sector income(operator & tour bookings transacted on behalf of local operators and since distributed).

Expenses

- HR Expense +\$8,506 above budget - a timing matter relating to holiday pay and other HR accruals which are an annual years end adjustment.
- ED expense +\$5,675 above budget – timing and one off shift costs
- Tourism expense +\$37,027 – above budget support for SCOFF utilised to expand promotion and scope of the event and pay pout of aforementioned unbudgeted cruise sector income to operators and tours.
- Other Programme Overheads +\$3,360 – completion of MyNextMove contract and Regional Apprenticeship Initiative expensing accumulated contract funds from prior and current year.

As at 31 March 2025 unallocated reserves = \$102,000

Statement of Financial Position

Venture Timaru

As at 31 March 2026

Account	31.3.26	Annual Budget 30.6.26
Assets		
Current Assets		
Bank accounts and cash	275,839	302,000
Debtors, prepayments and other current assets	62,324	115,677
Short term investments	417,845	203,000
Total Current Assets	756,008	620,677
Non-Current Assets		
Property, Plant and Equipment	52,164	40,000
Total Non-Current Assets	52,164	40,000
Total Assets	808,172	660,677
Liabilities		
Current Liabilities		
Creditors and accrued expenses	52,785	30,000
Employee costs payable	62,498	60,000
Funding in advance	162,646	0
Total Current Liabilities	277,929	90,000
Total Liabilities	277,929	90,000
Total Assets less Total Liabilities (Net Assets)	530,243	570,677
Accumulated Funds		
Issued Capital	1,000	1,000
Equity	529,243	569,677
Total Accumulated Funds	530,243	570,677



Statement of Cash Flows

Venture Timaru

For the 9 months ended 31 March 2026

Account	9 months 31.3.26	Annual Budget 2025.26
Cash Flows from Operating Activities		
Funding from local government	1,161,120	1,446,800
Funding from central government	36,050	0
Interest, dividends and other investment receipts	25,288	14,000
Other revenue	59,708	42,000
GST	16,595	(32,000)
Employee related payments	(531,081)	(717,000)
Administration and overhead payments	(863,652)	(1,045,000)
Income Tax	3,329	(6,000)
Total Cash Flows from Operating Activities	(92,643)	(297,200)
Cash Flows from Investing and Financing Activities		
Receipts from sale of plant and equipment previous tenancy	7,235	7,000
Receipts from investments maturing	207,963	422,000
Payments to acquire plant and equipment new tenancy	(51,326)	(48,100)
Payments to interest accruing on investments	(15,601)	0
Total Cash Flows from Investing and Financing Activities	148,271	380,900
Net Increase/(Decrease) in Cash	55,628	83,700
Bank Accounts and Cash		
Opening cash	220,211	218,300
Net change in cash for period	55,628	83,700
Closing cash	275,839	302,000



Venture Timaru
March 19 · 🌐

Aerospace is a global growth industry, worth USD 546 billion today and expected to grow to more than USD 1.8 trillion by 2035. Business leaders in the South Canterbury District are working together to make sure our region is part of that global marketplace.

New Zealand is already a strong player:

- We're the third busiest launch nation in the world 🚀
- NZ's space sector is worth NZD \$2.5 billion and has grown 53% in just five years
- Canterbury is home to the majority of the country's aerospace companies

What does that mean for Timaru?

At our recent Aerospace event, David Wright (Asteria Engineering) and Roland Sommer (Aerospace NZ | Manufacturing Lead at SPS Automation) shared first hand insight into what aerospace customers really look for and why regional capability matters, citing that many of the building blocks are already here.

Our district has drone technology innovators, precision engineering and fabrication businesses, established airfields, and strong logistics capability. These are exactly the kinds of strengths aerospace companies are looking for. Alongside, what matters most within the industry - quality work, attention to detail, reliable delivery, traceability, and the ability to solve problems together.

Our key takeaways from the session:

- ✅ The market is real
- ✅ The demand is growing
- ✅ Timaru has a role to play

Aerospace offers a long-term opportunity for business growth, skilled jobs and access to international markets and South Canterbury is well placed to be part of that future.

Curious about what aerospace could mean for your business?

Venture Timaru would love to talk.

[#Timaru](#) [#SouthCanterbury](#) [#AerospaceNZ](#) [#FutureIndustries](#) [#RegionalGrowth](#) [#localbusiness](#)

South Canterbury Aerospace Meeting

Wednesday 18 March 2026

Manufacturing & Market Entry Best Practices with our guest speaker lineup







Starting a Business at 50+

FREE 8 week training course for entrepreneurs aged 50+ ready to test and launch a business idea.

Univentures
in conjunction with
Venture Timaru

Internationally, the 55-65 age group is now the fastest growing cohort of entrepreneurs!

Test your business idea and its potential

Create a simple, one-page business plan

Build confidence in your next steps

CONTINUED ON PAGE 28 ►

HUB

"THE DECISION TO RELOCATE TO WASHDYKE AND INVEST IN PURPOSE-BUILT PROCESSING CAPABILITY MARKED A TURNING POINT, WITH SUBSEQUENT INTER-NATIONAL INVESTMENT REINFORCING THE DISTRICT AS A LOCATION FOR SKILLED ROLES."

The hub has also demonstrated its ability to support international-scale operations. Juice Products New Zealand, now wholly owned by Sumitomo Corporation, is one of the country's largest carrot processors and exports to Asia, North America and Australasia.

Davenport says the business reflects how investment and scale can be supported within the region.

"The decision to relocate to Washdyke and invest in purpose-built processing capability marked a turning point, with subsequent international investment reinforcing the district as a location for skilled roles, leadership and long-term growth," he says.

Juice Products New Zealand works closely with South Canterbury farmers and seed suppliers to manage planting and harvest cycles, maintaining consistent quality across extended seasons.

"Co-ordination across the supply chain creates

confidence for growers and reliability for global customers," Davenport says.

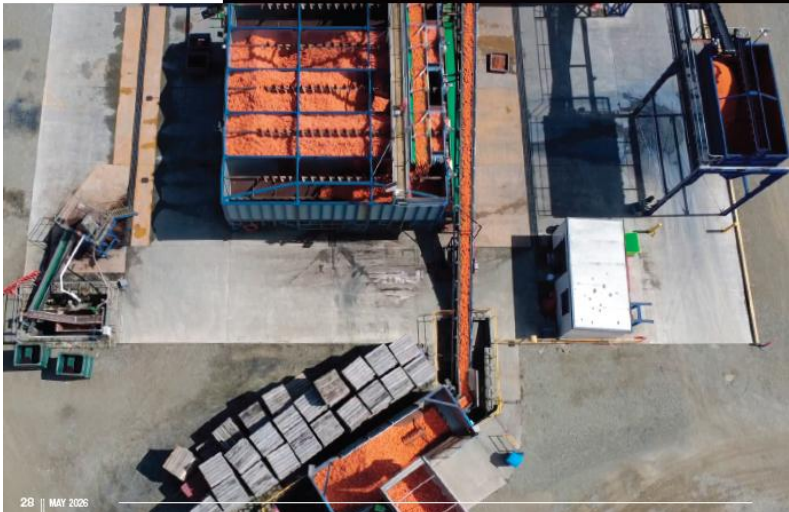
Alongside these operations, producers including DB Breweries, Mt Cook Alpine Salmon, The Manuka Collective, McCain Foods and Farmers Mill operate within the hub, supported by a wider regional base that includes Sanford, Barkers of Geraldine, Fonterra and Silver Fern Farms.

Davenport says this concentration of producers, suppliers and service partners creates a resilient production network.

"Scale, specialisation and collaboration underpin South Canterbury's position as a diversified food-producing region, supported by transport and logistics connections that provide access to domestic and international markets," he says.

Sponsored content: For more information contact Nigel Davenport phone 021 792 770, email nigel@venturetimaru.nz or visit www.maketimaruyourbusiness.nz

JUICE PRODUCTS NEW ZEALAND SITE AT THE TIMARU DISTRICT HUB.



29 | MAY 2026

REGIONAL DEVELOPMENT

SERVICED INDUSTRIAL SITES AVAILABLE NOW

The Washdyke Industrial Hub, Timaru

A Proven Investment Environment

- Home to global operators including Sumitomo Corporation, McCain and Heineken
- Long-established family enterprises with multi-generation supply chains
- Trusted by export markets across Asia, North America, Australasia and Europe

Sit alongside established, national and globally connected world class brands.

- Immediate proximity to resilient grower-to-processor supply chains
- Integrated food-production and processing ecosystem
- Strategic transport and logistics linkages
- Genuinely supportive industry collaboration
- Established global export capability
- Proven track record of domestic and international investment

As the district's economic development agency, Venture Timaru invites investors and businesses seeking scalable, sustainable growth to explore the opportunities available at the Washdyke Industrial Hub.

WE'RE HERE, WHERE ARE YOU?

Fully serviced, greenfield development sites of various sizes are available now.



Timaru District is also home to,



Venture Timaru
DISTRICT ECONOMIC & TOURISM AGENCY

All enquiries are handled with the strictest confidence

Contact Nigel Davenport, CEO, Venture Timaru

021 792 770 | nigel@venturetimaru.nz

www.maketimaruyourbusiness.nz



In addition to Sunrise Breakfast Australian exposure, Timaru also featured on the **front page of the Wall Street Journal** as well as many other news feeds and articles:

[Radio NZ – Why American Doctors are flocking to Timaru](#)

‘Remote town’ of Timaru makes New York’s Wall Street Journal front page, as destination for burnt-out US doctors

 Rachael Comer | The Timaru Herald

April 24, 2026

Comment (1) Share

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Plans van, icials
rough
Iran
jon
merica

Burned-Out Doctors Are Leaving the U.S. for a Remote Town in New

front page of the Wall Street Journal website on Friday morning.

Opinion

 KARL ROVE
Democrats in Barcelona to

 KIMBERLEY A. ST.
Trump's End Paralysis

 BOB GREENE
The Band Wi Gun

Timaru is having possibly its best ever week on the international stage.

Just two days after Australian breakfast television showcased South Canterbury's urban heart, the town has made the front page of New York City's prestigious Wall Street Journal.

WSJ The Wall Street Journal · Follow
April 24 at 11:51 PM ·

When Dr. Kate Ropp brought up the idea of moving from Portland, Ore., to New Zealand, it took her husband, Mark Ropp, some time to get on board. <https://on.wsj.com/42ry0ec>

"I didn't know anything about New Zealand," said Mark, 45. But he decided the move would give him a chance to reinvent himself too.

The family purchased a four-bedroom, 2,600-square-foot house on 26 acres in the coastal town of Timaru for \$700,000 in 2025. Instead of working remotely as a lawyer, Mark became a stay-at-home dad for their two sons.

In Portland, they had a gardener, a housecleaner and an au pair. "We paid other people to live our lives for us," Mark said. Now he has assumed all those responsibilities, including taking care of their 22 cows, six chickens, two cats and a dog.

Kate, 44, said working less hours means "I'm more present for my children and I'm discovering hobbies again." The whole family is so happy, Mark said, "I think this will be forever."

Since COVID-19, many doctors say the U.S. healthcare system has become increasingly untenable for them, with many looking to leave the country.

Interest from American doctors in New Zealand—where English is the prominent language, healthcare is free and many specialties require no extra training or certification—has boomed in the past five years, said Prudence Thomson of Christchurch-based Accent Health Recruitment.

Read more: <https://on.wsj.com/42ry0ec>



4K 673 251

WSJ The Wall Street Journal • Follow
April 24 at 12:43 PM · 🌐

Four years ago, Dr. Brandon Williams, an internal-medicine doctor at a hospital in La Jolla, Calif., reached a breaking point.

An increase in patients, not enough medical staff, the threat of malpractice lawsuits, and distress about patients' inability to pay for healthcare got so bad that he developed post-traumatic stress disorder. One of his colleagues died by suicide.

He didn't want to stop practicing medicine—but he wanted to stop practicing medicine in the United States. He and his wife, Ellen Williams, 38, started looking in Europe for a better option. Then he got a letter from a medical recruiter in New Zealand.

"As crazy as it sounded to go all the way to the middle of nowhere, the more I thought about it, the more it made sense," said Brandon, 39, a California native.

The family sold their house and moved in November 2024 to the coastal town of Timaru on New Zealand's South Island, which has become a hub for American doctors relocating to the country. There are so many Americans living there that the Williamses now hold Thanksgiving dinners for about 50 people.

"I'd never thought of leaving the U.S.," said Brandon. "I'd never even thought of leaving California."

Why American doctors are trading the U.S. for a new life in New Zealand:
<https://on.wsj.com/4vN7DwJ>



Venture Timaru
March 26 · 🌐

Great to see our Tourism Marketing and Engagement Manager, Sharnae, out actively promoting the Timaru District to key travel trade partners.

In mid-March, Sharnae travelled to Sydney to connect with Australian-based buyers including Webjet, Tripadvisor and Helloworld Travel. This was part of a Tourism New Zealand led event alongside regional tourism organisations from across the country.

The following week, she continued this momentum in Auckland, meeting with New Zealand-based inbound tour operators who package and sell New Zealand experiences to international visitors. These connections are critical in creating pathways for our local activity operators and accommodation providers to secure future bookings.

With over 50% of international visitors using a travel agent or online platform to plan their trips, engagement with the travel trade remains a key growth channel for our region.

Encouragingly, the latest data (January 2026) shows international visitor spend is up 13% year-on-year — a strong signal that this work is delivering real results.



Sunrise
April 21 at 8:29 AM · 🌐

Sam Mac is at the Rock Arts Centre in Timaru, New Zealand! It showcases ancient Māori rock art created by indigenous people who travelled through riverways 500 to 1,000 years ago, adorning caves with tiki figures and human representations.

Catch Sunrise LIVE from 530am | Catch up on 7plus



Sunrise over Timaru: Town featured on Australian breakfast show

 Rachael Comer | The Timaru Herald

April 21, 2026

Share



John Elaine DaSilva Bento
Timaru is an amazing town , friendly and colourful. My daughter lives there and we love going there , the scenery in South Island is breathtaking.

6d Like Reply

5



Cherie Gage
We spent a couple of nights in Timaru a couple of weeks ago and was surprised at what it had to offer.
Stayed at at the Sea Breeze Motel, (which had just opened after a massive refurbishment). Cannot recommend this motel highly enough. The town should be proud of the young women who has brought this motel back from its heyday.
Some really nice restaurants and cocktail bars in town too.

6d Like Reply

5

We Love Timaru replied · 2 Replies



Jock Heke
I tell u now it was cool seeing timmas on TV....currently in Mackay QLD. Good job team



Venture Timaru

March 24 ·

Congratulations to the team behind the [Caroline Bay Rock & Hop](#) event last week. What an amazing sight it was - the district was full of visitors and locals could enjoy the spectacle as well!
Venture Timaru is proud to support this event, thanks to the Major Events Support Fund that we administer on behalf of [Timaru District Council](#)



THEPRESS.CO.NZ

More caravans than ever make up 'huge' Caroline Bay Rock and Hop

9.2 Timaru District Holdings Limited Nine-Month Report to 31 March 2026**Author:** Jessica Kavanaugh, Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council receives and notes the Timaru District Holdings Limited Quarterly Report for the nine-month period 01 July 2025 to 31 March 2026.

Purpose of Report

- 1 To present to Council, for information and as a requirement of the Statement of Intent (Sol) the quarterly performance report of Timaru District Holdings Limited (TDHL) for the period 01 July 2025 to 31 March 2026.

Assessment of Significance

- 2 This matter is assessed to be of a low significance under Council's Significance and Engagement Policy. This is a regular report to the Council on the progress of TDHL against its Statement of Intent (Sol) which is considered by Council annually.

Discussion

- 3 Timaru District Holdings performance report for the nine-month period 01 July 2025 to 31 March 2026 is attached. This update is provided to Council as a requirement of TDHL's Statement of Intent with Council and provided on a quarterly basis.
- 4 Following the presentation of the Statement of Intent to Council at the 24 June 2025 meeting, key areas of focus for TDHL are intergenerational investments, property portfolio, and new investments and diversification.
- 5 The activity updates for the period and commentary on the financial statements are outlined in the attached report.
- 6 The Chairperson and General Manager of TDHL will be in attendance to speak to the report.

Attachments

1. Timaru District Holding Limited Quarterly Report to 31 March 2026 [↓](#) 



The Chief Executive
Timaru District Council
nigel.trainor@timdc.govt.nz

23 April 2026

Dear Nigel

Nine-month report for period 1 July 2025 to 31 March 2026

Please find attached the TDHL nine-month report for the period 1 July 2025 to 31 March 2026. The report is prepared in accordance with the 2025/2026 Statement of Intent and contains the financial statements, activity updates and commentary for the financial year to 31 March 2026.

The financial statements show an ongoing positive performance based on the reliability of the property portfolio. Forecast year end results are expected to align closely with budget with balance sheet strength maintained.

Operationally, the focus continues on maximising opportunities within the property portfolio, working through the statutory planning processes with Council, and continuing to build and strengthen the relationships with our key stakeholders.

Looking ahead to the final quarter of the financial year, TDHL remains focused on delivering against its Statement of Intent, maintaining financial discipline, and supporting sustainable, long-term returns.

Regards

A handwritten signature in blue ink, appearing to read 'Frazer Munro', is positioned above the printed name.

Frazer Munro
General Manager

tdhl.co.nz 
admin@tdhl.co.nz 
PO Box 178 Timaru 7910 

2025/26 Nine-Month Report

Report for the period 1 July 2025 to 31 March 2026

Activity and Performance Targets

The specific 2025/26 Activity and Performance Targets for TDHL are set annually in the Statement of Intent and are designed to support the higher-level Strategic Priorities and Outcomes. An assessment of TDHL's achievement against the activity targets is set out below:

Intergenerational Investments Annually undertake at least one workshop with each associate on Board skills matrix, succession planning, strategic outlook and financial performance.	Property Portfolio Achieve a three-year rolling average return on investment of 7% or greater for port property held for investment purposes.	New Investments and Diversification Identify and assess at least 3 new investment opportunities.	Shareholder Return - Pay a dividend to TDC of \$1.4m. - Hold at least 1 workshop with Council per annum. - Achieve statutory compliance.
 Achieved and ongoing. AEL workshops in Oct & Nov. PPT in Feb.	 To be calculated at the end of the 2025/26 financial year.	 On track. Board actively reviewing new opportunities.	 YTD cash to TDC=\$1.1m Dividend to be paid 6/26. Workshop held 5/11/25 and planned for 21/4/26.
Relationships + Partnerships That the TDHL Chair and/or GM present the quarterly reports to Council.  On track. Chair and GM presented reports at 9/9/25, 9/12/25, 31/03/26 Council meetings. Next report to be presented at 26 May Council meeting. Although just outside the quarter, in early April the TDHL Board was invited to a hui with the Board of Te Runanga o Arowhenua Limited			

Timaru District Council



- Regular engagement with Councillors and Council officers on a range of matters continues.
- The Chair and GM also presented the 6-monthly Report and draft Statement of Intent at the 31 March 2026 Council meeting, followed by wider engagement with the majority of the TDHL Board.

Alpine Energy



- Following the joint Letter of Expectations issued in Feb, we received the draft Statement of Corporate Intent (SCI) in early March.
- Along with other shareholders, we discussed the draft SCI with the Alpine Chair and are forming collective feedback.
- In late March, the TDHL Board and GM joined other shareholders at a Shareholders Induction day for a deep dive into the sector and business.

PrimePort Timaru



- The PrimePort Chair gave a performance and activity update to the February TDHL Board meeting, supporting ongoing shareholder oversight.
- The Chair and GM joined the Mayor, PrimePort Chair and executive, and other guests for a tour of the Scenic Eclipse II cruise ship.

Property Portfolio



- With several major projects being completed in the first 6 months, attention has turned to programmed upgrades and earthquake strengthening works.
- TDHL staff continue to work closely with PrimePort on new development opportunities where interests align.

Financial Performance Targets

An assessment of TDHL's achievement against the performance targets is set out to the right.

Measure	2025/26 SOI Target	Forecast
EBITA	\$2,556,558	✓ \$2,734,038
Net Profit to S/H funds	3.6%	✓ 4.04%
Dividends	\$1.4m	<i>To be determined in June 2026</i>
Shareholder funds to total assets	Greater than 60%	✓ 84%

Profit and Loss - For the 9 months ended 31 March 2026

- The year to date operating profit of \$1.1m is positive to budget of \$1m. The year end result is likely to converge towards budget as the bulk of the maintenance expenses are realised in the later part of the year.
- As the Showgrounds is yet to settle, Earnings after Tax is behind budget.

PROFIT & LOSS	2025/2026 (YTD)	Budget 2025/2026(YTD)	Forecast 2025/2026 (Full FY)	Budget 2025/2026 (Full FY)
Revenue	\$2,723,518	\$2,845,237	\$3,829,531	\$3,948,295
Cost of Sales	\$823,441	\$872,817	\$1,100,754	\$1,168,340
Gross Profit	\$1,900,078	\$1,972,420	\$2,728,776	\$2,779,955
Expenses	\$766,863	\$972,989	\$1,146,214	\$1,332,997
Operating Profit	\$1,133,215	\$999,431	\$1,582,562	\$1,446,958
Other Income	\$800,000	\$750,000	\$800,000	\$750,000
Showgrounds - Cash Recognition	\$0	\$351,476	\$351,476	\$351,476
Earnings Before Interest & Tax	\$1,933,215	\$2,100,907	\$2,734,038	\$2,548,434
Interest Income	\$52,197	\$19,276	\$61,835	\$28,914
Interest Expenses	\$892,788	\$824,316	\$1,227,763	\$1,084,563
Earnings Before Tax	\$1,092,623	\$1,295,867	\$1,568,110	\$1,492,785
Tax Expenses	\$0	\$0	\$178,945	\$199,881
Earnings After Tax	\$1,092,623	\$1,295,867	\$1,389,165	\$1,292,904
Associate Surplus and Property Revaluation	\$0	\$351,475	\$10,608,488	\$9,495,549
Net Income	\$1,092,623	\$944,392	\$11,997,653	\$10,788,453
Dividends	\$0	\$0	\$0	\$0
Retained Income	\$1,092,623	\$944,392	\$11,997,653	\$10,788,453

Movements in Equity - For the 9 months ended 31 March 2026

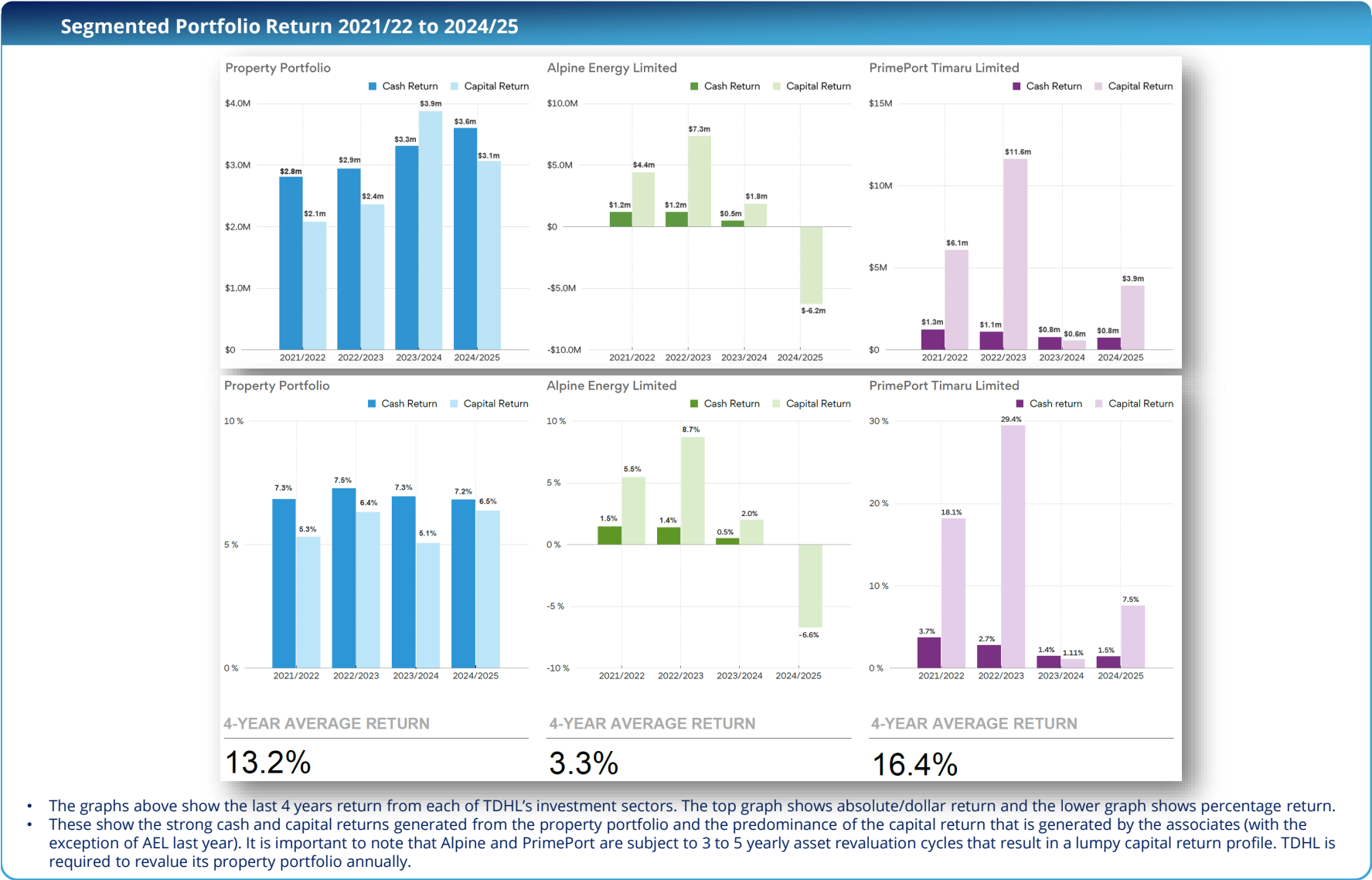
Movements in Equity	2025/2026 (YTD)
Equity - Opening Balance	\$186,655,169
Current Year Earnings	\$1,092,623
Equity Dividends Paid	\$0
Total Equity	\$187,747,793

Balance Sheet - As at 31 March 2026

BALANCE SHEET	2025/2026 (YTD)	2024/2025 (YTD)
ASSETS		
Cash & Equivalents	\$352,233	\$962,009
Accounts Receivable	\$165,260	\$60,657
Other Current Assets	\$1,572,627	\$1,278,886
Total Current Assets	\$2,090,120	\$2,301,552
Fixed Assets	\$1,213,445	\$20,655
Investments or Other Non-Current Assets	\$221,360,638	\$214,303,973
Total Non-Current Assets	\$222,574,083	\$214,324,628
Total Assets	\$224,664,203	\$216,626,180
LIABILITIES		
Accounts Payable	\$156,275	\$303,806
Tax Liability	\$326,711	\$618,378
Other Current Liabilities	\$14,687,687	\$8,100,284
Total Current Liabilities	\$15,170,673	\$9,022,467
Long Term Debt	\$21,745,738	\$21,680,613
Total Non-Current Liabilities	\$21,745,738	\$21,680,613
Total Liabilities	\$36,916,411	\$30,703,081
EQUITY		
Retained Earnings	\$138,845,984	\$136,515,334
Current Earnings	\$1,092,623	\$398,580
Other Equity	\$47,809,186	\$49,009,186
Total Equity	\$187,747,793	\$185,923,100
Total Liabilities & Equity	\$224,664,203	\$216,626,180

Statement of Cash Flows – For the 9 months ended 31 March 2026

	2025/2026 (YTD)	2024/2025 (YTD)
OPERATING ACTIVITIES		
Rentals	\$3,099,435	\$3,002,494
Interest received	\$15,059	\$24,209
Dividends Received	\$800,000	\$750,000
	\$3,914,494	\$3,776,703
Payments to suppliers and employees	(\$2,348,376)	(\$2,134,824)
Interest Payments & Line of Credit	(\$542,199)	(\$1,251,777)
	(\$2,890,574)	(\$3,386,601)
Cash Flow from Operating Activities	\$1,023,920	\$390,102
INVESTING ACTIVITIES		
Payment for property, plant and equipment	(\$29,792)	\$0
Historic Properties Sale	\$0	\$709,005
Showgrounds Sale	\$0	\$100,000
Capital Works	(\$2,278,121)	(\$1,223,331)
Investment portfolio	(\$3,000,000)	\$0
Cash Flow from Investing Activities	(\$5,307,913)	(\$414,326)
FINANCING ACTIVITIES		
Change in Long Term Debt	\$5,050,000	\$800,000
Term deposit	(\$562,862)	(\$800,000)
Cash Flow from Financing Activities	\$4,487,138	\$0
Change in Cash & Equivalents	\$203,145	(\$24,224)
Cash & Equivalents, Opening Balance	\$149,088	\$986,233
Cash & Equivalents, Closing Balance	\$352,233	\$962,009



9.3 Actions Register Update

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

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 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.
- 4 There are currently 8 items on the actions register.
- 5 7 items are marked as ongoing.
- 6 0 items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 1 item is marked as removed and will be taken off the list at the next meeting.

Attachments

1. Council Actions Required [↓](#) 

Information Requested from Councillors (Council)

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

Information Requested	Investigate Small Trades				
Date Raised:	12 December 2023			Status:	Ongoing
Issue Owner	Chief Financial Officer, General Manager Assets and Infrastructure	Due Date:	4 th February 2025	Completed Date:	
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. - Are we getting competitive pricing with a preferred supplier. - Do we get to a level whereby in-house provision of the particular trade could be the better way forward. Update: Investigation is in progress and will return to council once complete. September 2024 Update: This is underway, working on electricians, plumbers, cleaners as a starting point. December 2024 Update: Further investigation is underway connected to the action above 'Investigate Suncontracting Across Council' and a report will be brought to Council on 4th February. January 2025 Update: Work has been completed and a business case being developed with outcome of investigation. This will come to Council for the 4th March 2025 meeting. Maintenance (Incl Building, Plumbing, Electrical and Painting) is now considered complete. February 2025 Update: A report on Plumbing, Electrical, Building and Painting requires further investigation for options post internal review and is anticipated to be presented with the other papers concerning maintenance at the next meeting. A report on cleaning will return to Council after further investigation. At a later date. March 2025/April 2025 Update: The investigation into small trades maintenance has highlighted that this is a process systems change. This will be managed via Councils JIRA system, all maintenance requests centralised and triaged across preferred contractor lists. Paper outlines next steps with an organisational review of contractors leading to a preferred contractors list. As noted the new process will allow the corrections to coding that is required, linked to PO's with the ability to better track requests and control maintenance spend across all departments.					

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May 2025 Update: Following the Council meeting 1 April 2025 a JIRA system will be implemented across Council in early May once all Tier 3 Managers have been able to input in to how the system will work for them and confirmed list of suppliers for their building maintenance works. This part of the investigate small trades is now considered closed and further reporting will be via the CFO and the Procurement Lead as they investigate further trades across Council operations.

June 2025 Update: Process implementation has stalled until the restructure is complete. A maintenance procurement plan is in development and will be bought to a Council in due course. Officers are currently reviewing cleaning service delivery.

July 2025 Update: There is opportunity for some efficiency gains. Options being explored include what can be delivered in-house, combination of activities into a larger maintenance contract or use of a pre-approved supplier panel. Business cases need to be developed for these options that will be done following the organisation restructure.

09 September 2025 Council Meeting: It was requested to have a plan and timeline added to the outstanding actions.

September 2025 Update: Stage 1: A business case is being developed by the General Manager Assets and Infrastructure for Council Building maintenance services and facilities cleaning services with an assessment of options including, in house, contracted, hybrid or pre approved supplier panel with the intention of bringing it to Council in March 2026. This will form part of the LTP decisions and asset management plans prior to the next financial year. Stage 2 will be an implementation plan based on the decisions made.

November 2025 Update: A business case has been developed and demonstrates that there will be cost savings from providing maintenance related building services for Council parks and property facilities through having an in-house qualified builder. The business case has been reviewed and approved by the Acting CE and is in the implementation process. A further business case has been completed for the in-house delivery of the cleaning services for the remainder of the Municipal building, Timaru Library, Art Gallery and Museum. This has demonstrated cost savings and builds on current in-house cleaning service provision at the Municipal Council offices. A high level analysis of Cleaning services for Public Toilets, Halls and CBay has indicated no savings due to the Council employment provisions. This work is 7 days and involves shift work outside normal hours.

09 December 2025 Council Meeting: The General Manager Assets and Infrastructure advised that a business case is being prepared to bring maintenance services in-house, including a qualified builder to cover the Parks and Social Housing units. Alongside bringing cleaning in-house for Council facilities.

January 2026 Update: The business cases for an in-house builder and cleaning staff has been submitted to the Chief Executive for approval.

27 January 2026 Council Meeting: The Mayor will take this offline and speak with the Chief Executive regarding opportunities and how to progress with this action.

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Information Requested	Vertical Infrastructure Maintenance Report (Quarterly)				
Date Raised:	22 October 2024			Status:	Ongoing
Issue Owner:	Chief Executive/ General Manager Assets and Infrastructure	Due Date:	4 February 2025	Completed Date:	20/03/2025
Background: Councillors requested quarterly reporting on the status of Council owned vertical infrastructure, including community facilities, to allow for oversight on the sufficiency of budget allocated to operating costs. December 2024 Update: Report on progress will be presented to Council on 4 February 2025. January 2025 Update: The report is in draft pending discussion internally and will be reported on at the 4th March 2025 meeting. February 2025 Update: Officers are still waiting on information to be able to provide an accurate report to Council. It is anticipated to have this work ready to present at the 1 April meeting. March 2025/April 2025 Update: This information is included in the quarterly financials that come to Council. This action is also linked with the work that has been completed on Small trades and is being investigated to streamline and update an internal process for a procure to pay system that works with a preferred contractor list available in the Esker system. All requests for maintenance will go via a JIRA request and triaged so that only the preferred contractor list can be utilised, the correct coding is allocated to the request and department budgets. A procure to pay system will then allow for better auditing of the invoice as it tracks back through the financial system before payment is released. This action could be closed out. 01 April 2025 Council Meeting: it was confirmed this action remain open. May 2025 Update: Further reporting on this issue will be via the CFO in quarterly reports as normal that are brought to Council. 6 May 2025 Council Meeting: It is advised the commentary in the action is not what the councillors have requested. It is advised they want an update of vertical assets that do not have maintenance programmes, and what should be in budgets to maintain the buildings. June 2025 Update: This information has started to be gathered, but an indication of timeframe to provide to Council is not possible yet. This may take some time to work through but Council will be kept informed on progress. 3 June 2025 Council Meeting: Discussion included the vertical maintenance information could be presented in two to three months and the addition of Earthquake strengthening into this action, and the need to go through a prioritisation process.					

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July 2025 Update: This information is a key component of a property asset management plan that has yet to be prepared. This information gap is acknowledged and been considered as part of the organisation restructure to appropriately resource the data collation, analysis, options, forward programmes and preparation of the AMP. Given the quantum of the task this will be presented to Council early 2026 in preparation for the next Long Term Plan. 04 November 2025 Council Meeting Update: The General Manager Assets and Infrastructure advised that this is part of the asset management planning process and will be ready for the next Annual Plan. 09 December 2025 Council Meeting: The General Manager Assets and Infrastructure, advised that this will be included as part of the asset management plan for property and will be reported once the plan is complete early in the new year. January 2026 Update: Works is progressing well on the Property assets register and entering data into the INFOR Asset management system. 27 January 2026 Council Meeting: Council requested officers provide a date of when the work will be completed and a report returned to Council. March 2026 update: A draft asset inventory on land and buildings owned by Council has been prepared and is in the process of review and validation. At a high level Council owns 1,199 land parcels that includes parks and reserve land. The total area of land is 14,920 hectares being 5.46% of the total district land area. Based on the Quotable Value 2025 rating valuation the Land Value is \$968.38 million and the Capital Value is \$2.441 billion. The asset and condition data is being populated in INFOR asset management system. This system is also used by Waste and 3Waters. The data and analysis will inform the Asset Management Plans development with a draft expected to be completed in May 2026. 31 March 2026 Council Meeting: It was noted that Council has a large land ownership of rateable properties. It was requested that as part of this action, it is identified, which properties are returning an income, and which properties we are not returning an income and expenditure across those assets. 28 April 2026 Council Meeting: The General Manager Assets and Infrastructure provided a verbal update. It was noted that good progress had been made and Council could expect an update report at the 30 June 2026 Council Meeting.

Information Requested	South Rangitata Reserve Management Plan		
Date Raised:	17 June 2025	Status:	In progress
Issue Owner	General Manager Assets and Infrastructure	Completed Date:	
Background:			

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Officers were asked to provide the following in the next report: A business plan with full costs associated and a table that has all the points from the submitters, whether they have been included or not and the reasons outlined.

24 November 2025: This action was moved from the previous Infrastructure Committee Action Register to the Council Action Register

January 2026 Update: The Draft Rangitata Reserve Management Plan and Consultation documents as approved by Council at the December meeting was completed as will go live on 26 January and a close of 19 April (the latter to incorporate the hut holders AGM after Easter). The Council Hearing would be 28 April, and the decision report would go to Council on 26 May. The request for business plan costs and points from submitters will be included in this decision report to ensure a robust consultation process and that decisions not pre-empted.

March 2026 Update: Public consultation opened on 13 February 2026 and closed 19 April 2026. Two submissions were received. Next steps are a Hearings report to be presented to the Council meeting on 28 April 2026 with a deliberations and decisions report for the 26 May 2026 Council meeting.

April 2026 Update: Eleven submissions were received. The submissions and hearings are presented in a report to this April Council meeting with deliberations and decisions report for the May 2016 Council meeting.

April 2026 Council Meeting: Council requested that a small working group consisting of the Mayor, Chief Executive, relevant officers and elected members be formed to work through the issues and changes required to the plan. It was also raised that Council would like to see the number of permanent residents with a breakdown of who is paying a holiday hut holder lease rates vs permanent to ensure it is being accounted for correctly.

May 2026 Update: Due to the additional information required, Council resolved to defer an update on this item to the June 2026 meeting.

Information Requested	Policy update for the assessment of bequests for collections at the Aigantighe Art Gallery		
Date Raised:	30 July 2024	Status:	Complete
Issue Owner	General Manager Gallery Libraries Archives and Museum	Completed Date:	April 2026
Background: Clrs requested an update on the process for managing bequests at the Art Gallery. Clrs enquired as to how bequeathed artworks are assessed, what criteria is used to accept and decline works, the process for sale of works and if there is a policy governing this process. Clrs requested a policy review. Update: 25 September 2024: An update report was provided to Clrs on 27 August 2024 which detailed the process for managing bequests, accession and deaccession of art works at the Aigantighe Art Gallery. The report noted that the Policy was under review. As per Clr instruction, the review process will also be expanded to incorporate the South Canterbury Museum. High level costings and spatial requirements for additional storage will be scoped as part of this review. On 5 October 2024 the GM Community Services advised Clrs that Museum's Aotearoa is conducting a review of its Code of Ethics – this is the national best practice by which the Art Gallery and Museum are guided. GMCS advised that the policy review process be paused to ensure full alignment with the Code and other public galleries			

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and museums. This was agreed to via email and accepted. A policy review will be conducted and reviewed concurrently with the MA review and Clrs updated when this is completed. Update: 30 January 2025: The Museum’s Aotearoa (MA) updated their website on 11 December 2024 and indicated their subcommittee intends to present a new Code of Ethics (CoE) and structure to MA’s members for ratification at the 2025 AGM. The AGM date is yet to be released, but the 2024 AGM was held in June, so we can assume it will be mid-year 2025. Following the new CoE and structure being published, we can look to conduct a review of our internal policy after June 2025, to ensure we are aligned and with a view to complete our internal review in the second half of 2025. We can provide more detailed timelines of the internal review when we have set dates for the AGM and CoE being published. Update: 9 April 2025: No further update until the Code of Ethics is updated in June 2025. Update: 5 June 2025: No further update until the Code of Ethics is updated in June 2025 Update: 13 August 2025: Museums Aotearoa have advised that their Code of Ethics review is now unlikely to be completed by early 2026 at the earliest. As per the Community Services Committee resolution on 8 October 2024 to ensure alignment between the policy and the updated Code of Ethics, the policy review is currently on hold awaiting the updated version. Committee members may wish to reconfirm their intention to wait until the Code of Ethics review is completed or resolve to restart the policy review prior to this. Update: 19 August 2025: A report is to be presented to the next Community Services meeting to show recommended changed to the operating model. 24 November 2025 Update: This action was moved from the previous Community Services Committee Action Register to the Council Action Register 09 December 2025 Council Meeting: The report to include storage if the collection grows, and the levels around the Council will not take all bequests. 7 January 2026 Update: The report and draft of the updated policy are to be presented at the meeting on 31 March 2026. March 2026 Update: The report and draft of the updated policy have been moved by the Chief Executive to the next Council Meeting due to the size of the agenda and to allow this report to be heard in conjunction with another report. April 2026 Update: This report is included in the agenda for the 28 April 2026 meeting. This action is complete and can now be closed.

Information Requested	District Pools Single Shift Consultation
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Date Raised:	19 August 2025	Status:	Ongoing
Issue Owner	General Manager Recreation Facilities	Completed Date:	
Background: At the Community Services Meeting on 19 August 2025 Councillors requested a report regarding the proposed single shifts at the district pools. The report is to include feedback from the community boards regarding opening hours, the option of using fully trained volunteer lifeguards and the viability of community groups using school pools in the district. 24 November 2025: This action was moved from the previous Community Services Committee Action Register to the Council Action Register January 2026 Update: At the Community Services Committee meeting on August 19th 2025 the elected members rejected the option of reducing levels of service to one shift per day at Temuka and Geraldine pools. Pleasant Point has always operated one shift per day. With the hours currently on offer this season at Temuka and Geraldine estimations would be an extra \$30,000 per pool in wages for the season. These two pools are open for an extra 24 hours per week compared to Pleasant Point. There should also be a reduction in wage expenses due to the changes made to the operating model for this current season. Actual figures for each pool can be reported on in April 26 once the Summer season is complete. 27 January 2026 Council Meeting: Discussion included the Cbay 50m outdoor pool and data collection methods that could be use to ascertain accurate figures of usage. It was noted the Mayor will have a discussion with the General Manager Recreation Facilities offline.			

Information Requested	Chrome Platers Building		
Date Raised:	19 November 2024	Status:	In Progress
Issue Owner	General Manager Assets and Infrastructure	Due Date:	Completed Date:
Background: Transferred from Infrastructure Committee Actions Register as delegation sits with Commercial and Strategy Committee for matters relating to property. 18 February 2025 Meeting: It was asked that a brief be prepared, and meeting be arranged to be held with the Minister of the South Island/ Rangitata Member of Parliament to bring awareness to the situation and inform them of the history.			

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March 2025 Update: A meeting has been scheduled with the local MP for the 19 March 2025.

April 2025 Update: The Mayor and GM Property met with local MP James Meager to discuss 2 North Street. We were encouraged to put forward the Stage 4 application in full and ask for 100% funding and it would be supported. We were asked to copy MP James Meager into the response and he will follow it up once it's with MfE. Possibility that the Environmental Regulatory Manager will continue with this project.

June 2025 Update: Currently in discussion with Ecan around requirements for bore holes and testing. The application was submitted on 13 June and is looking to seek 100% funding from MfE for site remediation.

August 2025 Update: A decision on the funding application is anticipated on 21 August 2025. Not further update.

19 August 2025 Meeting: Councillors requested any updates on the funding application to be circulated once received.

24 November 2025: This action was moved from the previous Commercial and Strategy Committee Action Register to the Council Action Register

09 December 2025: Council Meeting: The General Manager Assets and Infrastructure, advised that the revised proposal was reconsidered, and the decision will be advised at a meeting next week.

January 2026 Update: Further discussions were held between Council Officers and Ministry of Environment Officers to determine a way forward in achieving a cost neutral solution for Council. Further information was requested by the Ministry including a review of the project costs, valuation of the land following remediation and waiver of waste levy and ETS costs by Government. A further meeting has been arranged for end of February 2026.

March 2026 Update: Applications for waste levy and ETS waivers for the disposal of demolition waste have been submitted to Government. Other potential cost reductions are being explored including Environment Canterbury waiving consenting fees and charges.

April 2026 Update: Negotiations with Ministry of Environment and ECan Officers is continuing and making progress. Costs are being reviewed and some reductions have been identified. The waiver of the Waste Levy and ETS charges is a critical cost reduction component.

Update 28 April 2026 Council Meeting: The General Manager Assets and Infrastructure provided a verbal update on the Waste Levy application, it was noted that it was required to be signed off by the minister. It was noted that the ETS required a legislative change, options are being discussed with Ministry for the Environment.

May 2026 Update: Negotiations are continuing with Ministry of the Environment regarding funding of this project. Costings are being reviewed. A report will be prepared for the June meeting.

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Information Requested	Repayment of Timaru District Council Holdings Limited (TDHL) Loans Report			
Date Raised:	31 March 2026	Status:		
Issue Owner	Chief Financial Officer	Due Date:		Completed Date:
Background: Councillors requested that Council Officers bring a report to Council to facilitate the repayment of Debt from TDHL for consideration. April 2026 Update: Officers are currently in the process of finding out what is required. The agreement states that 'The Borrower may prepay the whole of any Advance (or any part thereof) upon giving to the Council not less than 5 Business Days' prior notice in writing'. For TDHL to be able to borrow the funds required, the uncalled capital that TDC provides will need to be increased to cover this. Officers are in the process of finding out how this is to be done. Update 28 April 2026 Council Meeting: Requested clarification in order to understanding the process and the effect on Council's credit rating. The Chief Financial Officer advised they had been in contact with Fitch Credit Ratings with guidance to come back to Council.				

Information Requested	Rangitata Huts Holding Tank			
Date Raised:	28 April 2026	Status:		
Issue Owner	GM Assets and Infrastructure	Due Date:		Completed Date:
Background: During item 8.3 South Rangitata Reserve Management Plan: Receipt of Submissions and Hearings It was raised that Councillors would like to see a report returned to Council regarding the holding tank issues and options and what the associated costs are, including understanding government requirements regarding toilets to then look at funding options. This will be reported in conjunction with the Rangitata Reserve Management Plan deliberations at the 30 June meeting.				

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9.4 Resolution to Include Supplementary Reports

Author: Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That report *9.5 Draft Annual Plan 2026/27 - Receipt of Feedback, Endorsement of Proposed Changes, and Direction to Prepare Final Documents* be received and considered at the Council meeting on 26 May 2026.

Purpose of Report

- 1 To seek approval to submit report *9.5 Draft Annual Plan 2026/27 - Receipt of Feedback, Endorsement of Proposed Changes, and Direction to Prepare Final Documents* at the Council meeting on 26 May 2026.

Assessment of Significance

- 2 This report is considered to be of low significance under the Council's Significance and Engagement Policy.

Background

- 3 Section 46A(7) of the Local Government Information and Meetings Act 1987 states that

46A Availability of agendas and reports

(7) An item that is not on the agenda for a meeting may be dealt with at the meeting if—

(a) the local authority by resolution so decides; and

(b) the presiding member explains at the meeting at a time when it is open to the public,—

(i) the reason why the item is not on the agenda; and

(ii) the reason why the discussion of the item cannot be delayed until a subsequent meeting.

Discussion

- 4 The reason the report was not included on the main agenda is that it was not available at the time the agenda was prepared.
- 5 It is appropriate that the Council receive the report at the current meeting.

Consultation

- 6 There is no consultation required.

Relevant Legislation, Council Policy and Plans

- 7 Local Government Information and Meetings Act 1987

Financial and Funding Implications

8 There are no financial and funding implications.

Other Considerations

9 There are no other considerations.

Attachments

Nil

9.5 Placeholder: Draft Annual Plan 2026/27 - Receipt of Feedback, Endorsement of Proposed Changes, and Direction to Prepare Final Documents

Author: Steph Forde, Corporate and Strategic Planner

Authoriser: Stephen Doran, General Manager Corporate

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This report will be tabled by the Corporate and Strategic Planner at the meeting.

Attachments

Nil

9.6 Annual Plan 2025/26 Service Performance Report for the period 1 January to 31 March 2026

Author: Steph Forde, Corporate and Strategic Planner

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That Council:

1. Receive and note the Annual Plan 2025/26 Service Performance Report for the period 1 January to 31 March 2026; and
2. Approve the amended reporting frequency of service performance measures as detailed in Attachment 1 of the report.

Purpose of Report

- 1 The purpose of this report is to outline progress on the service performance measures for the 2025/26 financial year, year Two of the 2024-34 Long Term Plan (LTP).

Assessment of Significance

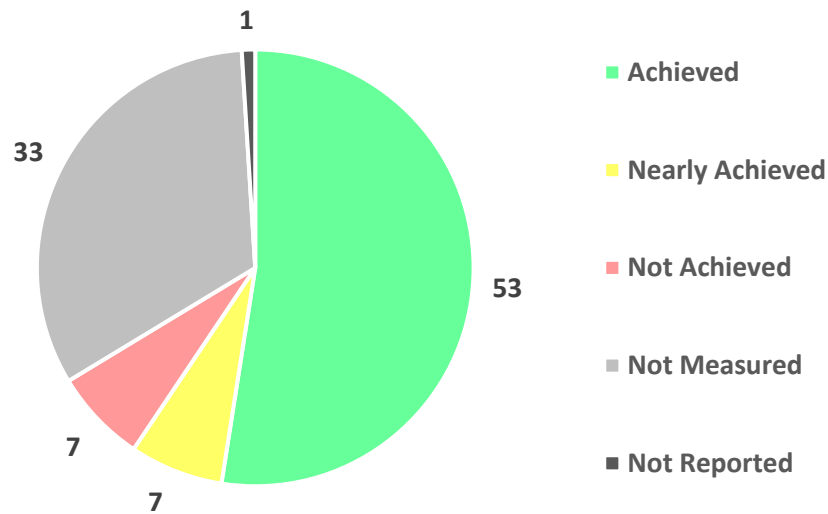
- 2 This matter is considered to be of low significance in terms of Council's Significance and Engagement Policy as it is a regular report to Council on its service performance.

Background

- 3 Council's three month reporting cycle includes progress reporting of 101 service performance measures for the quarterly periods 01 July - 30 September, 01 October – 31 December, 01 January – 31 March, and an Annual Report for the 12 month period ended 30 June each year.
- 4 Service performance results are reported, and commentary is supplied, by Activity and/or General Managers.
- 5 The Strategic Planning Committee at their meeting on 10 March 2026 as delegated by Council, considered, and subsequently endorsed, amendments to the frequency and format of service performance reporting.
- 6 The detail included in this report, and attachments, reflects the Committees endorsement of the proposed changes which includes:
 - 6.1 reporting frequency of each measure as detailed in attachment 1
 - 6.2 continuation of existing format as presented in attachment 2
 - 6.3 measures which have met, or are likely to meet, their annual target will not be reported in future quarterly reports unless the future report is quarter four.
 - 6.4 measures which have not met, or are unlikely to meet, their annual target are identified in the covering report and that relevant commentary be provided.

Discussion

7 The below graph shows the overall performance result for the reporting period.



8 The measures that have achieved and exceeded the cumulative quarter target, or already met the annual target, are tabled below

Measure	Cumulative Q3 Target	Annual Target	Cumulative Q3 Result
Number of museum service users	18,750	25,000	22,219
Visitors to Libraries	150,000	200,000	205,525
Online website searches and social media interactions - Art Gallery	1,500	2,000	2,500
Online website and catalogue searches – Library	300,000	400,000	1,373,667
Visitors to CBay	232,500	310,000	303,090
Library issues (physical & digital) of materials	375,000	500,000	404,849
Number of Aquatic Water Skills for Life participants	1,500	2,000	2,416
Number of exhibitions and events - Museum	10	14	29
Collection items available online - Museum	18,500	18,500	23,909
Community programme interactions - Libraries	1,125	1,500	2,134
Community Programmes held on site and in the community - Art Gallery	18	24	28
Visitors to Pleasant Point Community Pool	4,500	4,500	7,821
Visitors to Geraldine Community Pool	11,500	11,500	12,128
Visitors to Temuka Community Pool	7,500	7,500	12,385
Bookings for special events (days per annum) - Aorangi Stadium	12	15	18
Bookings by sports clubs and groups (days per annum) - Aorangi Stadium	90	120	121

- 9 The measures that have not met their cumulative target, or are unlikely to meet their annual target are as follows:

- 9.1 **Stormwater:** Number of flooding events for rain events up to a 1 in 5 year return for residential zones (Mandatory).

Annual Target: 0	Cumulative Result: 2
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Comment: Although there were no events in quarter three, the annual target is unable to be achieved due to 2 events in quarter two, which resulted in identifying priority for future improvements, small and larger scale. (*attachment 2, pg. 22*).

- 9.2 **Stormwater:** Number of flooding events for rain events up to a 1 in 10 year return for commercial and industrial zones (Mandatory)

Annual Target: 0	Cumulative Result: 2
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Comment: Although there were no events in quarter three, the annual target is unable to be achieved due to 2 events in quarter two. We will continue to maintain the network and undertake network upgrades to improve the level of service where budgets and priority allows (*attachment 2, pg. 22*).

- 9.3 **Stormwater:** Number of habitable floors affected by flooding events in the Timaru district (Mandatory).

Annual Target: 0	Cumulative Result: 3
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Comment: As with the above measures, although there were no events in quarter three, this measure is unable to be achieved due to habitable floors impacted in quarter two flood events. Prioritising of capital work and maintenance to improve areas most impacted by significant rain fall events (*attachment 2, pg. 23*).

- 9.4 **Roading and footpaths:** Footpath network resurfaced (mandatory)

Annual Target: 4%	Cumulative Result: 1.54%
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Comment: Continued poor weather has affected progress. Hobbs Street and Roslyn Terrace works are 95% complete which will increase quantities that are not yet claimed - budget 60% spent for year investigating adding an additional footpath crew to catch up (*attachment 2, pg. 21*).

- 9.5 **Roading and footpaths:** Rehabilitation of sealed road network - 1% rehabilitated annually

Annual Target: 1%	Cumulative Result: 0.63%
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Comment: Rehab works progressed but funding insufficient to meet cumulative target for Q3, or annual target (*attachment 2, pg. 21*).

9.6

9.7 Waste Management: Level of contamination of recycling (mandatory)

Annual Target: <10%	Cumulative Result: <11.41%
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Comment: The result is still above target (+1.4%) and almost identical to the Q2 result. Education continues to be the major focus in an effort for us to achieve the goal of a maximum 10% contamination (*attachment 2, pg. 31*).

9.8 Waste Management: Kerbside refuse collection waste volumes (mandatory) - 130kg per resident

Q3 Target: 97.5kg	Annual Target: 130kg	Cumulative Result: 104.41kg
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Comment: This was our best quarter for the year to date, but we were still 2 kgs per resident above our quarterly target. For the year to date we are 6.81 kgs above our target, which is 6.9%. This target as stated previously is unlikely to be met (*attachment 2, pg. 31*).

- 10 Those not measured in quarter three relate to the biennial resident survey, which is currently in progress, and a number of technical measures reported annually.
- 11 The measure not reported, did not meet the reporting deadline.
- 12 The full report, including Activity Manager and General Manager commentary, is detailed in Attachment 2.

Options and Preferred Option**Option One (preferred)**

- 13 That Council:
 - 13.1 Receive and note the Annual Plan 2025/26 Service Performance Report for the period 1 January to 31 March 2026; and
 - 13.2 Approve the amended reporting frequency of service performance measures as detailed in Attachment 1.

Option Two

- 14 That Council:
 - 14.1 Receive and note the Annual Plan 2025/26 Service Performance Report for the period 1 January to 31 March 2026; and
 - 14.2 Do not approve the amended reporting frequency of service performance measures as detailed in Attachment 1.

Consultation

- 15 There are no consultation requirements relating to reporting of service performance to Council.

Relevant Legislation, Council Policy and Plans

- 16 Local Government Act 2002
- 17 Timaru District Council Long Term Plan 2024-34

18 Timaru District Council Annual Plan 2025/26**Financial and Funding Implications**

- 19 There are no financial or funding implications associated with reporting progress on service performance to Council.

Other Considerations

- 20 There are no other considerations.

Attachments

1. **Frequency of Service Performance Reporting**  
2. **Service Performance - Quarter 3 - 2025-26**  

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Democracy	Resident satisfaction with quality of information provided by Council					✓✓	
	Annual Plans, Reports and Long Term Plans adopted within statutory timeframes	✓	✓	✓	✓✓		
	Council and committee meeting agendas made available to the public within statutory timeframes	✓	✓✓	✓✓	✓✓		
	Responses to LGOIMA requests are provided according to statutory timeframes	✓	✓✓	✓✓	✓✓		
Community Support	Civil Aviation Accreditation				✓✓		
	Occupied Council Housing complies with building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act	✓	✓✓	✓✓	✓✓		
	Community Facilities (Cemeteries and Public Toilets) meet legislative safety and environmental requirements	✓	✓✓	✓✓	✓✓		
	How well prepared for a disaster residents feel					✓✓	
	Performance targets in the Venture Timaru Statement of Intent are met				✓✓		

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
District Planning and Environmental Services	Building Consent Authority accreditation	✓	✓	✓	✓✓		
	Building Control consent average processing time	✓	✓✓	✓✓	✓✓		
	% of building consent applications processed within statutory time frames	✓	✓✓	✓✓	✓✓		
	Resource Consent processing within statutory timeframes	✓	✓✓	✓✓	✓✓		
	Building and planning services: Provide the local community and/or local industry with regular updates and information at least four times per year	✓	✓	✓	✓✓		
	Provide Dog Control education to one school/ pre-school/ organisation per term	✓	✓	✓	✓✓		
	Information on the website is reviewed and updated quarterly for all regulatory activities	✓	✓	✓	✓✓		
	Resident/ customer satisfaction with building consent process				✓✓		
	Resident/ customer satisfaction with resource consent process				✓✓		
	Percentage of known dogs in District registered	✓	✓	✓	✓✓		
	BWOF audits completed	✓	✓✓	✓✓	✓✓		
	% of residential swimming pools' fencing in the District audited at least once every 3 years				✓✓		
	% of scheduled audits of registered food premises completed or in process	✓	✓✓	✓✓	✓✓		
	% of alcohol regulated premises that have been inspected each year	✓	✓	✓	✓✓		
	% of food businesses requiring escalation to the Registration Authority and/or Food Safety Officer, for follow up due to non-compliance with correct processes or statutory requirements	✓	✓✓	✓✓	✓✓		
	% of potential non-priority earthquake prone buildings identified by July 2027						✓✓

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Recreation and Leisure	Number of museum service users (includes museum visitors, attendees at on site and off site programmes, information or collection requests)	✓	✓✓	✓	✓✓		
	Number of exhibitions and events (Museum)	✓	✓✓	✓	✓✓		
	Visitors to Libraries	✓	✓✓	✓	✓✓		
	Online website and catalogue searches (Libraries)	✓	✓✓	✓	✓✓		
	Library issues (physical & digital) of materials	✓	✓✓	✓	✓✓		
	Community Programme interactions – held on site and in the community plus a non traditional library service	✓	✓✓	✓	✓✓		
	Visitors to Art Galleries	✓	✓✓	✓	✓✓		
	Online website searches and social media interactions (Art Gallery)	✓	✓✓	✓	✓✓		
	Community Programmes – held on site and in the community	✓	✓✓	✓	✓✓		
	Visitors to CBay	✓	✓✓	✓	✓✓		
	Visitors to Pleasant Point Community Pool	✓	✓	✓✓	✓		
	Visitors to Geraldine Community Pool	✓	✓	✓✓	✓		
	Visitors to Temuka Community Pool	✓	✓	✓✓	✓		
	Aqua Fitness classes participant numbers	✓	✓✓	✓	✓✓		
	Aquatic swim for life participants water safety participant numbers	✓	✓✓	✓	✓✓		
	Aquatic learn to swim enrolments participant numbers	✓	✓✓	✓	✓✓		
	CBay Fitness Memberships	✓	✓✓	✓	✓✓		
	CBay Group Fitness class participants	✓	✓✓	✓	✓✓		

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Recreation and Leisure	Bookings for special events (Aorangi Stadium)	✓	✓✓	✓	✓✓		
	Bookings by sports clubs and groups (Aorangi Stadium)	✓	✓✓	✓	✓✓		
	Facilities meet legislative safety requirements (All Recreation and Leisure Facilities)	✓	✓✓	✓✓	✓✓		
	User Satisfaction Art Gallery					✓✓	
	User Satisfaction Libraries					✓✓	
	User Satisfaction Museum					✓✓	
	User Satisfaction Swimming Pools					✓✓	
	User Satisfaction Parka					✓✓	
	User Satisfaction Aorangi Stadium					✓✓	
	Number of Art Gallery exhibitions (including touring, regional and permanent art works)	✓	✓✓	✓	✓✓		
	Art works conserved	✓	✓	✓	✓✓		
	Collection items available online (Museum)	✓	✓	✓	✓✓		
	Parks and recreational open space hectares per 1,000 residents	✓	✓	✓	✓✓		
	Kilometres of off-road walking and biking tracks	✓	✓	✓	✓✓		
	Compliance with Drinking Water Quality Assurance Rules (Rangitata Huts)	✓	✓	✓	✓✓		

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Roading and Footpaths	Response to customer services requests (mandatory)	✓	✓✓	✓✓	✓✓		
	Road condition – average quality of ride on sealed local road network percentage smooth travel exposure index (mandatory)					✓✓	
	Resurfacing of road network (mandatory)	✓	✓✓	✓✓	✓✓		
	Number of bridges that allow Class 1 loading				✓✓		
	Rehabilitation of sealed road network	✓	✓✓	✓	✓✓		
	Resident satisfaction with levels of service for maintenance and condition of sealed roads				✓✓		
	Resident satisfaction with levels of service for maintenance and condition of unsealed roads				✓✓		
	Road fatalities and serious injury crashes (mandatory)	✓	✓✓	✓✓	✓✓		
	Road safety awareness				✓✓		
	Resident satisfaction with the safety of the road network				✓✓		
	Footpath condition (mandatory)				✓✓		
	Footpath network resurfaced (mandatory)	✓	✓✓	✓✓	✓✓		
	Resident satisfaction that the provision of carparking meets their needs				✓✓		

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Stormwater	Number of flooding events in the Timaru District (Mandatory)	✓	✓✓	✓✓	✓✓		
	Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	✓	✓✓	✓✓	✓✓		
	Compliance with Resource Consent conditions (Mandatory)	✓	✓✓	✓✓	✓✓		
	Satisfaction with condition and maintenance of stormwater services					✓✓	
	Median response times to attend a flooding event (Mandatory)	✓	✓✓	✓✓	✓✓		
	Total complaints received about performance of stormwater system	✓	✓✓	✓✓	✓✓		
Wastewater	Number of dry weather overflows from the sewer system (Mandatory)	✓	✓✓	✓✓	✓✓		
	Compliance with Resource Consents conditions (Mandatory)	✓	✓✓	✓✓	✓✓		
	Satisfaction with condition and maintenance of wastewater services					✓✓	
	Median attendance and resolution times to sewage overflow faults in the network (Mandatory)	✓	✓✓	✓✓	✓✓		
	Total complaints received about: 1. Sewage odour 2. Sewage system faults 3. Sewage system blockages 4. TDC response to sewage issues	✓	✓✓	✓✓	✓✓		

Current Frequency ✓

Proposed Frequency ✓

Activity Group	Service Performance Measure	Reporting Frequency					
		Q1	Q2	Q3	Annual	Biennial	Triennial
Water Supply	Compliance with Drinking Water Quality Assurance Rules	✓	✓✓	✓✓	✓✓		
	Satisfaction with condition and maintenance of water supply services					✓✓	
	Percentage of real water loss from TDC's networked reticulation systems (Mandatory)				✓✓		
	Median attendance and resolution times for urgent and non-urgent callouts for water supply faults or unplanned interruptions in the network (Mandatory)	✓	✓✓	✓✓	✓✓		
	Total complaints received about: • Drinking water clarity • Drinking water taste • Drinking water odour • Drinking water pressure or flow • Continuity of supply • TDC response to these issues (Mandatory)	✓	✓✓	✓✓	✓✓		
	Average consumption of drinking water per day per resident within Timaru district (Mandatory)				✓✓		
	Compliance with Resource Consent conditions	✓	✓✓	✓✓	✓✓		
Waste Management	Compliance with Resource Consent conditions	✓	✓✓	✓✓	✓✓		
	Resident satisfaction with waste management services and facilities within the district					✓✓	
	Kerbside refuse collection waste volumes (mandatory)	✓	✓✓	✓✓	✓✓		
	Total waste received at Transfer stations and resource recovery parks (mandatory)	✓	✓✓	✓✓	✓✓		
	Level of contamination of recycling (mandatory)	✓	✓✓	✓✓	✓✓		

Current Frequency ✓

Proposed Frequency ✓



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Groups of Activities – Executive Summary

There are a total of 101 Non-Financial Key Performance Measures in the 2024– 2034 Long Term Plan. Results for all Activities appear in this report under the major headings in the Council Activities section of the Long Term Plan.

The report lists all of the measures along with the Target, Result, Status and Comments. Depending on the result, the measures are assigned a status as follows:

-  Target Met or Exceeded
-  Almost Met Target
-  Target Not Met
-  Report Not Submitted
-  Expect to meet annual Target
-  Expect to almost meet annual Target
-  Expect not to meet annual Target

Democracy

Activity – Democracy

Activity Review for Democracy						
Activity Review of Democracy	Owner: Stephen Doran			Everything broadly on track.		
Quarterly Highlights for Democracy			Quarterly Issues for			
Most functions on track for delivery. Elections have been closed off and ECan & GLT invoiced for their share of costs.			No major issues to report this quarter. Governance workload is high due to busy meetings calendar.			
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Responses to LGOIMA requests are provided according to statutory timeframes	Q3 FY26	98.33%	100.00%	99.18%	98.33%	E
	Current period comments 60 requests were received in Q3. One LGOIMA request was not responded to within the statutory timeframe due to the request being initially assessed as not applicable for Council business and not referred for formal LGOIMA consideration. Processes have been clarified to ensure all requests received are referred for assessment under the Act.			Expected year end comments The Council will not achieve the 100% statutory timeframe KPI for LGOIMA responses for the reporting year due to one request not being responded to within the 20-working day requirement. Although new controls have been implemented — including the introduction of an online LGOIMA request form and improvements to internal tracking systems — members of the public continue to submit information requests directly to Customer Services via email. It is recommended that further process reinforcement and staff guidance be continued to ensure that all requests received, regardless of entry point, are formally assessed under the LGOIMA process. This will support consistent statutory compliance and reduce the risk of future timeframe breaches.		

Community Support

Activity – Airport

Activity Review for Airport			
Activity Review for Airport	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Airport			
Report not submitted			
Quarterly Issues for Airport			
Report not submitted			

Activity – Council Housing

Activity Review for Council Housing						
Activity Review for Council Housing	Owner: Andrew Dixon			Report not submitted		
Quarterly Highlights for Council Housing						
3 Tenants have vacated with 3 more moved in keeping 100% occupancy						
Quarterly Issues for Council Housing						
Council housing continues to be 100% occupied. No issues or highlights to report on						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Occupied Council Housing complies with building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act	Q3 FY26	100.00%	100.00%			E
	Current period comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%			Expected year end comments The occupied Council Housing complies with the building regulations and Healthy Homes Standards in accordance with the Residential Tenancies Act. Occupancy currently 100%		

Activity – Community Facilities

Activity Review for Cemeteries			
Activity Review for Cemeteries	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Cemeteries			
Work progressing with new cemetery plan			
Quarterly Issues for Cemeteries			
No significant issues			
Activity Review for Public Toilets			
Activity Review for Public Toilets	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Public Toilets			
King Street toilet block has received an exterior paint and an update of its signage.			
Quarterly Issues for Public Toilets			
Continual graffiti ongoing. Reactionary maintenance as and when required. Police notified of latest graffiti attack at Ashbury & Marchwiell parks. Ongoing vandalism occurring in Geraldine with the hygiene dispensers forcibly removed and discarded in nearby garden beds. It should be noted that this is occurring outside of the usual school holiday periods of vandalism. Limited responses available without significant financial investment to counter vandalism			

Activity – Emergency Management

Activity Review for Emergency Management			
Activity Review for Emergency Management	Owner: Paul Cooper		The CDEM team at Timaru District Council continues to work well and deliver good levels of service to the Community.
Quarterly Highlights for Emergency Management			
Continued community engagement, over 20 sessions conducted. Highlights include the Aoraki Multicultural Festival and the 40th Anniversary of the Pleasant Point floods. The 40th anniversary was a significant event that was coordinated and driven by Emergency Management Advisor Lamorna Cooper and reinforced the need to build relationships with community to advocate for emergency preparedness.			
Quarterly Issues for Emergency Management			
EOC training is ongoing, with formal courses scheduled later this year. Keeping staff engaged in these courses is critical to replace exiting staff and refresh and upskill current staff. There are issues with staff availability for these courses, which flows on to course cancellations and the potential for skill decay that will be reflected in a response.			

Activity – Community Partnerships

Quarterly Highlights for Community Partnerships
Community Partnerships activity during the quarter focused on strengthening inclusive community connections, improving access to services, and supporting coordinated delivery across priority workstreams. Key highlights included progress on the Welcoming Plan, with draft actions circulated for partner feedback and prioritisation, and continued leadership on refugee settlement and employment pathways through local and national engagement, including preparation for the National Refugee Resettlement Forum. Practical initiatives progressed during the quarter, including increased access to the beach wheelchair, the rollout of Home Energy Toolkits through local libraries, and development of the Home in Timaru storytelling project celebrating new citizens. Planning also advanced for major collaborative initiatives such as the Social Sector Forum, Youth Impact Awards, and cyber safety workshops. Ongoing governance and coordination support was provided across the Mayor’s Taskforce for Jobs, Age-Friendly Network, disability and refugee networks, community recovery planning, and community funding programmes, reinforcing strong partnerships and a coordinated approach to meeting community needs. The Mayor’s Taskforce for Jobs programme continued to support youth employment pathways, with hands-on delivery focused on work readiness, employer engagement, and addressing practical barriers to employment. Community funding activity supported community wellbeing through the administration, promotion, and continuous improvement of Council funding programmes, including strengthened guidance and internal briefings to support clear, consistent advice to the community.
Quarterly Issues for Community Partnerships
A contract variation has been agreed with Local Government New Zealand for the current Mayor’s Taskforce for Jobs contract. This variation reflects a reduction in agreed outcomes and a corresponding reduction in the second tranche of funding, in response to factors outside Council’s control, most notably an inconsistent flow of referrals from MSD. The variation has been managed proactively through open discussions with the programme funder and reflects mature contract management in the context of system wide pressures, rather than any issues with local delivery or effort. Council has received assurance that this adjustment will not negatively impact Timaru’s standing within the programme or future funding considerations, and the programme continues to be supported and valued at a national level. While the second tranche of funding has been reduced, the revised amount remains sufficient to continue delivering the MTFJ programme as intended and to support young people into employment. It should also be noted that despite constraints on referral flow, the coordinator has supported the placement of 10 Jobseekers aged 18–24 into full time employment, 2 Jobseekers aged 25+ into full time employment, and 11 young people not in education, employment or training into work. Several participants have also been supported into casual or part time roles, or into full time employment that was subsequently lost, reflecting the realities of a challenging labour market and complex client circumstances.

District Planning & Environmental Services

Activity – Building Control

Activity Review for Building Control			
Activity Review for Building Control	Owner: Paul Cooper		This year has seen the introduction of detailed digital timesheets in order to provide better data about where officers spend their time to identify choke points or any wasted time on matters not pertinent to our core function. The team have set up for remote inspections and road tested it thoroughly through the new system - we are trying to maximise the safe use of remote inspections going forward. The Building Control Unit have managed to average well under 12 statutory days to turn around the processing of building consents, all while absorbing the loss of several roles through a restructure process and also carrying some vacancies - this is commendable but needs careful monitoring.
Quarterly Highlights for Building Control			
We started this year by reaching out to our local design and construction businesses especially those that work outside the Timaru district. This has proven to be a very positive move with the majority choosing Timaru BCA as their regulator of choice. To date we have received 9 out of district applications with many more in the pipe line. We are fielding enquiries each week from businesses that want to be involved in this initiative which is a very positive sign. We had our Accreditation assessment in February with 10 non-compliances identified. Three of these were resolved during the assessment and the remaining 7 required to be cleared by mid May. To date we have cleared 3 of those 7 and will shortly submit the documentation to clear the other 4. This was a good outcome considering we had changed our consenting system in July 2025.			
Quarterly Issues for Building Control			
Over this quarter we had one BCO retire and one resign. It was agreed to not replace these positions until we had a greater understanding of what the future holds both locally, nationally and internationally. We are continuing to monitor this.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building Control consent average processing time	Q3 FY26	10.74	12	10.96		
	Current period comments This is a good result considering the increase in consent numbers over this time.			Expected year end comments will continue to maintain these timeframes		
% of building consent applications processed within statutory timeframes	Q3 FY26	95.42%	100.00%	97.14%		
	Current period comments Whilst not 100% anything above 95% is a good outcome			Expected year end comments Always striving to achieve 100%		
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - Building	Q3 FY26	1	3	3		
	Current period comments We have been working closely with our local design and construction businesses to see how we can provide a greater consenting service that better meets their needs. Encouraging them to use Timaru BCA as their regulator of choice has been received very positively. Have also issued our Got It Nailed newsletter for this quarter and received our survey results of 73% satisfaction with the BCA.			Expected year end comments staying on track with compliance		
Percentage of Building Warrant of Fitness (BWOF) audits completed	Q3 FY26	20.00%		37.78%		
	Current period comments We have started the new year with implementing our audit plan and this started from March. We are aiming for a minimum of 15 audits per month which will achieve the 20% requirement.			Expected year end comments working to increase our audits to achieve the 20% target.		

Activity – District Planning

Activity Review for District Planning						
Activity Review for District Planning	Owner: Paul Cooper			The District Plan Review project is nearing the appeals phase, and the workload is incrementally diminishing. The team have worked well on the project, providing the panel of Commissioners with good support, whilst ensuring a good process is followed. On the resource consents side, number have also diminished as the plan has neared the appeals phase, potentially because during this time we have to give regard to both the old operative plan and the new plan - adding complexity and some cost to applicants. It could also be the fact that international conditions are such that the market is slowing and being cautious when it comes to investing capital in projects. The team have managed to complete 100% of consent application in-house (of those where no actual or perceived conflict of interest was identified).		
Quarterly Highlights for District Planning						
Decisions were issued on the Proposed District Plan. This is the culmination of 12 years' work and represents a significant milestone for Council.						
Quarterly Issues for District Planning						
The issuing of decisions on the Proposed District Plan means we are now in the appeals period. This results in the operative plan and the decisions version of the proposed plan having legal effect. This has resulted in a period where additional work needs to occur in assessing both plans to understand compliance. This will be resolved once appeals have been received and the proposed plan has full legal effect.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Resource Consents processed within statutory timeframes	Q3 FY26	100.00%	100.00%	99.45%		
	Current period comments 72 consents were granted with all of these being granted within statutory timeframes. The average processing days for these consents was 14. 70 of the 72 consents were processed internally with two being granted externally due to potential perception of conflict. The use of consultants has been limited to the decision maker with the reporting still completed by internal staff.			Expected year end comments Due to previous non-compliance with statutory processing 100% compliance will not be achieved this year.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Building and Planning services: Provide the local community and/ or local industry with regular updates and information at least four times per year - Planning	Q3 FY26	3	3	3		
	Current period comments A publication was released as it relates to indigenous biodiversity. The Group Manager attended and spoke at a CBD group meeting updating on works that have occurred in the planning space. A Council representative also attended the Mackenzie show as part of a joint stall to discuss the management of invasive species.			Expected year end comments Work continues in this space and further publications will be released to reflect changes in our systems.		

Activity – Environmental Compliance

Activity Review for Environmental Compliance			
Activity Review for Environmental Compliance	Owner: Paul Cooper		It is another good year to date and a strong performance from this hybrid team (contractors/in-house staff).
Quarterly Highlights for Environmental Compliance			
Liquor Licensing One Off Licence application scheduled for public hearing withdrawn by applicant. New Amendment Bill came into force (Sale and Supply of Alcohol (Sales on Anzac Day Morning, Good Friday, Easter Sunday, and Christmas Day) Amendment Bill). Animal Control Achieved a 100% rehoming success rate for all unclaimed dogs this quarter, reflecting strong operational processes and positive community outcomes. Parking Generated strong enforcement revenue this quarter, demonstrating consistent compliance monitoring and operational delivery			
Quarterly Issues for Environmental Compliance			
Animal Control The district currently has an estimated 200 unregistered dogs requiring enforcement action, including potential seizure and impoundment. Enforcement capacity is constrained due to limited space at the dog pound, restricting Council's ability to address non-compliance. In addition, four dogs are presently held in the pound pending prosecution outcomes. These cases are subject to Ministry of Justice timeframes, which are outside Council's control. The prolonged impoundment of dogs is placing ongoing pressure on animal welfare standards and staff wellbeing, compounding operational and resource challenges. Parking Ageing parking infrastructure continues to present significant reliability issues, with frequent faults affecting meters and pay-and-display machines and resulting in daily operational disruptions. Equipment failures have led to an increase in public complaints and, in some instances, the waiving of infringement notices due to concerns regarding system accuracy and integrity. While parking fee increases have been approved, implementation has been delayed as current equipment cannot support the required updates. These infrastructure limitations are directly constraining revenue potential.			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
% of scheduled audits of registered food premises completed or in progress	Q3 FY26	100.00%	100.00%	100.00%		
	Current period comments There were 49 verifications due to be scheduled for Jan-March 2026 period and 48 were completed. 1 was delayed due to Food Safety Officer Action and awaiting direction from FSO Food Safety Officer/RA enforcement: Two intent to cancel letter issued – both for unpaid verification fees One of these now been sent another intent to cancel (April-June period) as did not abide by payment agreement for above One complaint regarding an allergic reaction was investigated (FSO with verifier assisting).			Expected year end comments There are presently 38 verifications due for April-June period (however this will change if there are new applications/closures etc). The year end remains on target for those within our control.		
% of food Businesses requiring escalation to the Registration Authority and/or Food Safety Officer for follow up due to non-compliance with correct processes or statutory requirements	Q3 FY26	100.00%	100.00%	100.00%		
	Current period comments Food Safety Officer/RA enforcement: Two intent to cancel letter issued – both for unpaid verification fees One of these now been sent another intent to cancel (April-June period) as did not abide by payment agreement for above One complaint Re allergic reaction was investigated (FSO with verifier assisting).			Expected year end comments On track to achieve this measure for the year.		

Recreation & Leisure

Activity – Museum

Activity Review for Museum			
Activity review for Museum	Owner: Michael Priest		The museum has achieved strong performance, recording record numbers of service users in January and February 2026. This positive momentum demonstrates successful engagement across all service delivery channels. The quarter delivered diverse and well-attended programmes and events, including the Sunsational Challenge over the summer school holidays, Retro Rock at the Museum event and a children's fossil book launch paired with an associated programme. This range of offerings has successfully driven visitor numbers and community participation.
Quarterly Highlights for Museum			
Museum user numbers (visitors, students and external programme participants) reached record levels in January and February this year, with a total of 8,671 users recorded, a 13% increase on the last three years' average numbers. This is partially due to a wet summer (encouraging greater museum use) and increased cruise ship numbers.			
Quarterly Issues for Museum			
No significant issues to report			

Activity – Libraries

Activity Review for Libraries			
Activity Review for Libraries	Owner: Michael Priest		Library visitation is performing exceptionally well, representing 34.5% above the quarterly target. Physical and digital borrowing remains 7.4% above target for the quarter. While traditional physical and eBook borrowing showed modest declines year-on-year, this was offset by strong growth in eAudiobooks (up 17%). This diversification demonstrates that the collection strategy is meeting evolving patron preferences. On-site and community programmes continue to exceed expectations, underscoring the library's role as a vital community hub.
Quarterly Highlights for Libraries			
DISTRICT-WIDE The libraries hosted the Sunsational Challenge over January alongside the other GLAM facilities and CBay. It was the programme's best year on record with 1,345 total participants. The libraries were a vendor at the Children's Day event on 1 March at Caroline Bay. The Hairy Maclary display proved very popular among attendees young and old. The libraries launched a new digital platform called Access Global NewsBank that finally gives cardholders online access to popular newspapers. It will prompt a review of digital newspaper titles across other platforms, leading to cost savings. TIMARU LIBRARY Timaru Library is forging ahead with adding heat pumps to the main library space using Capex funds marked for the project. There is a lead time on materials, meaning that the bulk of the project will have to be carried forward to FY 2026/27. The current boiler system will be activated over the winter for what will likely be its last year. Heat pumps will provide heating and cooling in the future, leading to probable savings in utility costs.			

Quarterly Issues for Libraries	
Geraldine Library & Service Centre: The staff carpark at Geraldine Library & Service Centre is overdue for resurfacing as several potholes have developed. The libraries have spent lightly on building maintenance so far in FY 2025/26 and will therefore have the funds to cover this. The hope is to get the work done before the worst of the winter weather.	

Activity – Art Gallery

Activity Review for Art Gallery			
Activity Review for Art Gallery	Owner: Michael Priest		The quarter recorded 3,849 visits across three months, which is higher than the previous quarters. January's numbers align with multiple concurrent exhibitions, while February and March each featured single exhibition changes. The programme balanced touring exhibitions, regional representation, and works from the gallery collection. The gallery hosted diverse community activities: school holiday engagement through Sunsational Challenge, artist talks and demonstrations, special interest group tours, and multicultural events. This programming demonstrates active community integration.
Quarterly Highlights for Art Gallery			
This quarter marks a significant milestone with the reopening of the House Gallery to the public, following the completion of key building works, including the installation of a lift to improve accessibility and the refurbishment of windows and flooring within the Octagon Gallery. These upgrades enhance both the visitor experience and the Gallery's ability to care for its collection, while ensuring the building is more inclusive and fit-for-purpose. The reopening has been warmly received, reconnecting the community with this important heritage space.			
Quarterly Issues for Art Gallery			
Building Maintenance (January – March 2026) This quarter focused on bedding in the Gallery's upgraded building systems. Minor "teething" adjustments to the dehumidification and HVAC systems were addressed to support stable environmental conditions for the collection. Ongoing fine-tuning of integrated systems (climate, fire, and security) has been managed proactively, with performance continuing to improve as systems are optimised.			

Activity – Recreational Facilities (CBay, District Pools & Aorangi)

Activity Review for Recreational Facilities							
Activity Review for Recreational Facilities	Owner: Mike Wrigley		Great to finally get a true reading of how many people visit the facility using door counters rather than using POS as our reference for visitation. Over 100,000 visits for the quarter. All KPI targets for district pools met despite another poor season weather wise. Aorangi stadium ramping up for a very busy year with netball now coming inside whilst the stadium extension is underway. Big term for Learn to swim with our highest participation since before covid. Cafe still holding a small profit which is a fantastic turnaround from the team. As always probably the biggest issue is staff retention and turnover, however this is systematic of the industry, especially the entry level roles and something that we have to keep managing.				
Quarterly Highlights for Recreational Facilities							
We have had a new BMS installed which brings us up to current software and hardware needs. A new chlorine dosing system has also been installed along with a replacement for one of the 25m filter's sand and laterals. Cafe is continuing to improve financially, and gym numbers are holding mostly steady.							
Quarterly Issues for Recreational Facilities							
No serious issues. Some short staffing leading into the end of summer season in the lifeguard team, but now that district pools are closed this has been alleviated.							
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result	
Visitors to Pleasant Point Community Pool	Q3 FY26	6,660	4,500	7,821			
	Current period comments Well above KPI. KPI needs reviewing.			Expected year end comments Target Met – Season over.			
Visitors to Geraldine Community Pool	Q3 FY26	8,947	11,500	12,128			
	Current period comments Target Met.			Expected year end comments Target Met -Season over.			
Visitors to Temuka Community Pool	Q3 FY26	10,209	7,500	12,385			
	Current period comments Target Met			Expected year end comments Target Met - Season over.			

Activity – Parks

Activity Review for Parks			
Activity Review for Parks & Recreation, incl Forestry	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Parks			
Report not submitted			
Quarterly Issues for Parks			
Report not submitted			

Activity – Halls & Theatre Royal

Activity Review for Halls & Theatre Royal			
Activity Review for Halls, Theatre Royal	Owner: Andrew Dixon		Report not submitted
Quarterly Highlights for Halls & Theatre Royal			
Routine and reactive maintenance occurring as and when required. Hall bookable income has increased year-on-year across the same quarter, rising from \$9.3k in March 2024 to \$10.6k in March 2025, and further to \$13.3k in March 2026. The revenue figure currently includes income associated with complimentary hire of the Caroline Bay Hall for the Caroline Bay Rock & Hop; which has not yet been removed from the total but is expected to be amended to reflect a slight decrease in income generated from the hall assets. While a further increase in revenue was projected, this did not come to fruition due to \$32k of hire charges not invoiced to the Caroline Bay Association. This relates to the Association's use of the Caroline Bay Hall, Community Lounge & Soundshell over a five-week period during summer, which is provided at no charge under an unofficial legacy agreement			
Quarterly Issues for Halls & Theatre Royal			
Several instances of vandalism notably windows broken with rocks at Caroline Bay Hall. CCTV in the area did not pick up any details. Single incident of theft of metal drainpipes from the Caroline Bay Hall & Caroline Bay Tea Rooms. Police arrested one person after being found in possession of items. The person is currently before the Courts			

Roading and Footpaths

Activity – Roading and Footpaths

Activity Review for Roading and Footpaths			
Activity Review for Roading and Footpaths	Owner: Suzy Ratahi		Across the period, footpath condition performance is strong, with 93.5% meeting the required standard, well above the 75% target, and customer service response times are also high, with 93% of requests addressed within 10 working days. Road safety awareness has reached a record high; however, resident satisfaction with road safety remains low at 58%, alongside four serious or fatal crashes in the December 2025 quarter, highlighting an ongoing safety challenge. Satisfaction with sealed and unsealed road maintenance continues to sit below target, driven largely by dissatisfaction with state highways (outside Council control) and community preference for road sealing, despite asset condition assessments confirming generally sound standards. Parking satisfaction is slightly below target at 66%, with pressure in town centres noted, while Council continues to prioritise efficient, safe, and balanced use of road space across all transport modes.
Quarterly Highlights for Roading and Footpaths			
The quarter saw strong delivery across the network, alongside continued progress on key strategic projects. Rehabilitation works were completed on Route 72 Arundel–Geraldine Road, Rangitata Island Road, and Totara Road, and work commenced on Robinson Road. These works contribute to improving resilience and maintaining reliable access across the district. Active transport projects have continued to gain real momentum and community visibility. The Geraldine to Woodbury shared path is well underway and already seeing use, while the Temuka to Arowhenua pathway is nearing completion, with the remaining section under the KiwiRail bridge to Torepe Fields pending KiwiRail approval. These projects are a key step in delivering safer, more connected travel options across our communities. Stakeholder engagement has remained a focus as we plan for future improvements. The team met with key stakeholders ahead of potential upgrades to access at Pleasant Valley Road and Craig Road, ensuring early alignment and input into design and delivery considerations. The team’s work has also been recognised at a national level. The South Canterbury Road Safety team received the 2025 Regional Award for Road Safety at the New Zealand Road Safety, Emergency Response and Healthcare Awards, reflecting the strength of collaboration and commitment to improving safety outcomes across the district. Overall, the quarter reflects a strong balance between delivery, engagement, and forward planning, with the team continuing to progress both immediate works and longer-term network improvements.			

Quarterly Issues for Roding and Footpaths						
Seasonal weather impacts continued to affect network condition, particularly on unsealed roads. Periods of wet weather resulted in increased potholes and surface deterioration, generating higher levels of customer enquiries and reactive maintenance. While crews responded as resources allowed, there remains an ongoing tension between reactive grading and more costly drainage improvements required to achieve longer-term outcomes. Third-party approvals and dependencies have impacted project completion timeframes. Progress on some projects, including the final section of the Temuka to Arowhenua pathway, remains dependent on external approvals (e.g. NZTA/KiwiRail), which can delay full delivery despite readiness from Council. Access and safety concerns in constrained urban environments remain a challenge. Ongoing issues such as parking behaviour, restricted road widths, and competing demands for limited space (including waste collection, residents, and visitors) continue to generate customer complaints and require careful balancing of accessibility, safety, and practicality. Funding constraints and cost pressures continue to influence levels of service and delivery timing. Rising costs across materials, fuel, and contractor delivery, combined with reduced NZTA funding availability, have required prioritisation of essential works. This has resulted in some planned activities being deferred or scaled back, particularly where they are not safety-critical. Increased public expectations and visibility of works continue to place pressure on delivery. As more projects are underway across the district, there is greater scrutiny on timing, traffic management, and communication. The team continues to work with contractors and partners to minimise disruption while maintaining safe and compliant work sites.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Response to customer services requests (Mandatory) - Roding & Footpaths	Q3 FY26	90.85%	70.00%	87.73%		
	Current period comments We recieved 787 service request for Q3 and responded over 90% within the timeframe.			Expected year end comments We look like we are well on track to meet the target.		
Resurfacing of road network (mandatory) - sealed network	Q3 FY26	1.50%	4.50%	6.68%		
	Current period comments Resurfacing complete total kms done 66.78			Expected year end comments Resurfacing complete total kms done 66.78		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Rehabilitation of sealed road network - 1% rehabilitated annually	Q3 FY26	0.43%	0.75%	0.63%		
	Current period comments Rehab works progressed but funding insufficient to meet cumulative target for Q3. Cumulative result for Q3 = 6.3km			Expected year end comments Current and expected funding insufficient to meet annual target		
Road fatalities and serious injury crashes (Mandatory) - local roads	Q3 FY26	1	11	8		
	Current period comments We have had 1 serious crash this quarter.			Expected year end comments We are tracking well to meet the target for end of year.		
Footpath network resurfaced (mandatory)	Q3 FY26	0.38%	3.00%	1.54%		
	Current period comments Continued poor weather has affected progress. Hobbs Street and Roslyn Terrace works 95% complete which will increase quantities are not yet claimed - budget 60% spent for year investigating adding an additional footpath crew to catch up.			Expected year end comments Currently behind - additional crew will catch up - expected to meet target at end of Q4		

Stormwater

Activity – Stormwater

Activity Review for Stormwater						
Activity Review for Stormwater	Owner: Andrew Lester			No flooding events in quarter 3 but results are dragged down by flood events in December		
Quarterly Highlights for Stormwater						
Surface Water and Groundwater monitoring continuing as per SMPs and ecological assessments underway.						
Quarterly Issues for Stormwater						
Progressing ECAN consent for Waitarakao.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of flooding events for rain events up to a 1 in 5 year return for residential zones (Mandatory)	Q3 FY26	0.00	0	2.00		
	Current period comments No significant rain events in Q3 that resulted in flooding in Residential Zone.			Expected year end comments 2 significant rain events in Q2, results in identifying priority for future improvements, small and larger scale.		
Number of flooding events for rain events up to a 1 in 10 year return for commercial and industrial zones (Mandatory)	Q3 FY26	0.00	0	2.00		
	Current period comments No rain events resulting in flooding within Commercial Zones in Q3.			Expected year end comments We will continue to maintain the network and undertake network upgrades to improve the level of service where budgets and priority allows.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Number of habitable floors affected by flooding events in the Timaru district (Mandatory)	Q3 FY26	0.00	0	3.00		
	Current period comments 0 habitable floors flooded in Q3.		Expected year end comments Habitable floors impacted in Q2 flood events. Prioritising of capital work and maintenance to improve areas most impacted by significant rain fall events.			
Compliance with Resource consent conditions (Mandatory) - Stormwater	Q3 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	No abatement notices, infringement notices, enforcement orders, convictions		
	Current period comments No non-compliances identified. Notice of Compliance received for Annual Report for Geraldine Consent (CRC230033).		Expected year end comments Monitoring and development of masterplan underway with reporting to start preparation if Q4.			
Median response times to attend a flooding event (Mandatory) - Less than one hour - Stormwater	Q3 FY26	0.00	<60	0.00		
	Current period comments No flood events triggering callouts.		Expected year end comments No flood events to trigger call outs.			
Total complaints received about performance of stormwater system (per 1000 connections)	Q3 FY26	0.48‰	7.5	1.54‰		
	Current period comments Complaints mainly in respect to blocked storm laterals or sumps requiring maintenance.		Expected year end comments CRMs were investigated and actioned. Next steps were taken where possible and necessary.			

Wastewater

Activity – Wastewater

Activity Review for Wastewater						
Activity Review for Wastewater	Owner: Andrew Lester			Compliant for the quarter		
Quarterly Highlights for Wastewater						
Siphon flush exercise during a rain event in January was a great success – dislodged a lot of sediment, with potentially savings of up to \$1.2m for capital improvements.						
Quarterly Issues for Wastewater						
Increasing material and consumables costs are likely to result in more expensive O&M. The scale of these increases are still be assessed						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Wastewater - Compliance with Resource consent conditions (Mandatory) - Number of abatement/ infringement notices, enforcement orders and convictions.	Q3 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	No abatement notices, infringement notices, enforcement orders, convictions		E
	Current period comments No abatement notices, infringement notices, enforcement orders, or convictions were received this quarter.			Expected year end comments No abatement notices, infringement notices, enforcement orders or convictions were received.		
Median attendance times (in hours) to sewage overflow faults in the network (Mandatory)	Q3 FY26	0.55	1	0.25		E
	Current period comments 5 overflows in period			Expected year end comments On track for year		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Total complaints received about: 1) Sewage odour 2) Sewerage system faults 3) Sewerage system blockages 4) The TDC response to sewage/sewerage issues (Mandatory) - 14 or fewer per 1000 connections	Q3 FY26	1.40‰	10.5	4.39‰		
	Current period comments Odour: 1 (in relation to a leak, not any facilities) System Fault: 3 System Blockage: 19 TDC Response: 0 Includes three separate blockages at the Geraldine effluent station			Expected year end comments On track to meet LOS		
Median resolution time (in hours) to sewage overflow faults in the network (Mandatory)	Q3 FY26	2.00	7.99	1.90		
	Current period comments There was 5 overflow calls outs in the period, with a median resolution time of 2hrs			Expected year end comments On track to meet target of less than 8 hours		

Water Supply

Activity – Water Supply

Activity Review for Water Supply						
Activity Review for Water Supply	Owner: Andrew Lester			On track to meet most targets, with the water loss continuing to be of concern. This reflects the lower demand experienced in the network as a whole and not an increase in actual water loss.		
Quarterly Highlights for Water Supply						
Successful recruitment for a replacement Water Treatment Operator was completed following the two previous being unsuccessful.						
Quarterly Issues for Water Supply						
The resignation of a project manager has impacted the capital delivery programme. Recruitment is currently underway for a replacement						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) Treatment Bacterial Rules (mandatory) (Formerly Drinking Water Standards (Part 4 NZDWS) Bacterial Compliance)	Q3 FY26	Yes	Bacterial compliance, all 8 drinking water schemes	Yes		
	Current period comments All results were compliant for this quarter.			Expected year end comments No E.Coli transgression for this quarter.		
Drinking Water Standards (Drinking Water Quality Assurance Rules 2022) Treatment Protozoal Rules (mandatory) (Formerly Drinking Water Standards (Part 5 NZDWS) Protozoal Compliance)	Q3 FY26	Yes	Protozoal compliance, all 8 drinking water schemes	Yes		
	Current period comments All compliant.			Expected year end comments Treatment compliance was achieved for the quarter.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median attendance time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q3 FY26	0.58	0.99	0.55		
	Current period comments There was 63 urgent callouts in the quarter with a median response time of 35mins		Expected year end comments On track to achieve target for year			
Median attendance time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q3 FY26	0.80	3.99	1.10		
	Current period comments There was 119 callouts in the period with a median response time of 48mins		Expected year end comments On track to meet target for year			
Median resolution time (in hours) for urgent callouts for urban water supply faults or unplanned interruptions in the network (Mandatory)	Q3 FY26	1.69	3.99	1.70		
	Current period comments There was 63 callouts in the period with a median resolution time of 1hr 41mins		Expected year end comments On track to meet this target for the year			

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Median resolution time (in hours) for urgent callouts for rural water supply faults or unplanned interruptions in the network (Mandatory)	Q3 FY26	2.30	7.99	2.30		
	Current period comments There was 119 urgent callouts that had a median resolution time of 2hrs 18mins			Expected year end comments On track to meet this target for the year		
Median attendance and resolution time (in hours) for non-urgent callouts for urban and rural water supply faults or unplanned interruptions in the network (Mandatory)	Q3 FY26	1.33	Attendance: less than 3 working days. Resolution: less than 5 working days.	9.00		
	Current period comments There were 510 non-urgent callouts in the period with a median resolution time of 1 day and 2 hours			Expected year end comments On track to meet this target for the year		
Total complaints received about drinking water (mandatory)	Q3 FY26	1.67‰	19.5	8.43‰		
	Current period comments Taste:1 Odour:1 Clarity:5 Low/No Pressure: 27 Continuity of Supply: 1 TDC Response: 2 Note that there were multiple complaints 25/03 in relation to no water following works on Evans St, Timaru			Expected year end comments On track for meeting LOS for the year. Incidents of low/no pressure on rural schemes, and damages to network are decreasing.		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Water Supply - Compliance with Resource Consent conditions	Q3 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	No abatement notices, infringement notices, enforcement orders, convictions		
	Current period comments All compliant.			Expected year end comments All compliant.		

Waste Management

Activity – Waste Management

Activity Review for Waste Management						
Activity Review for Waste Management	Owner: Andrew Dixon			Report not submitted		
Quarterly Highlights for Waste Management						
In the 3rd quarter there were a number of highlights. These included successfully implementing a revised bin collection schedule for the Timaru CBD. This will mean that the Trucks will not be emptying bins in the main street during business hours, instead the collections will be early in the morning. In addition, there has been a long-term issue of bins being out illegally in Cains Terrace. The maximum time allowable for bins to be at the roadside under the ByLaws is 24 hours before emptying and they must be removed within 24 hours of being emptied. We recently targeted these bins with information confirming the requirements and from initially having over 20 bins illegally out our last audit identified only 2 bins. Action is being taken in respect of these bins.						
Quarterly Issues for Waste Management						
Our annual Emissions Factor calculation resulted in a higher emissions charge than last year, however the rate calculated is still less than the default factor which we used to pay prior to the installation of the gas flare.						
Our other major issue was the delay in having the site at Peel Forest cleared for the next milestones in the Remediation Project. Sampling had indicated the presence of some materials that were above the recommended guidelines. Corrective actions were put in place to address this and the latest results in March are now showing that the required standards have all been met.						
Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Waste Management - Compliance with Resource Consent conditions	Q3 FY26	Yes	No abatement notices, infringement notices, enforcement orders, convictions	No abatement notices, infringement notices, enforcement orders, convictions		E
	Current period comments			Expected year end comments		
	There have been no abatement or enforcement notices issued in the latest quarter. There are also no convictions or pending convictions. We do have several compliance reports from Ecan that we are following up on.			Ecan have raised concerns that require actions at Geraldine, Temuka and Redruth. We are continuing to work through these and trying to address the issues within our current budgets		

Performance Measure	Period	Period Result	Year to Date Target	Year to Date Result	Status	Expected Year End Result
Kerbside refuse collection waste volumes (mandatory) - 130kg per resident	Q3 FY26	34.51%	97.5	104.41%		
	Current period comments This was our best quarter for the year to date, but we were still 2 kgs per resident above our quarterly target. For the year to date we are 6.81 kgs above our target, which is 6.9%. This target as stated previously is unlikely to be met.		Expected year end comments This target is a 'progressive' target ending in 2030, where under the NZ Strategy we are looking to reduce the amount of waste going to our Landfill. As a Class 1 Landfill Timaru takes waste from out of district so although we can continue with education programmes for our TDC residents we have little to no control on the waste volumes that we receive from out of district. On current trends we will be approximately 9kgs over our target of 130kgs per resident, a figure based on 47,547 residents.			
Total waste received at Transfer stations and resource recovery parks	Q3 FY26	2,082.03	6,787.50	6,365.55		
	Current period comments Similar to the last quarter, we are still on track to achieve this target. The last quarter has been better than expected with 88 less tonnes received that in quarter 3. This is different to previous trends and the reason for this are unknown. It is possible that waste has been reduced, diverted or that an alternative option was established		Expected year end comments Just to confirm that in the context of this target the word 'waste' refers to all materials received at the Transfer Stations, including general waste, recycling, organics and glass. One negative of achieving this target is that if we reduce the general waste that we are receiving then our income reduces correspondingly.			
Level of contamination of recycling (mandatory)	Q3 FY26	11.20	9.99	11.41		
	Current period comments The result is still above target (+1.4%) and almost identical to the Q2 result. Education continues to be the major focus in an effort for us to achieve the goal of a maximum 10% contamination		Expected year end comments We will continue with EnviroNZ to promote non-contamination in recycling, organics and glass bins. One of our biggest contamination areas is the glass bin, which accepts only bottles and jars, but residents also place sheet glass, lightbulbs etc. into the bin. We need to provide more education on this			

9.7 Aorangi Stadium Project Funding - Delegation for Chief Executive**Author:** Meghan Taylor, Acting Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council:

1. Receives and Notes the Aorangi Stadium Project Funding – Delegations for Chief Executive Report; and
2. delegates authority to the Chief Executive, in conjunction with the Mayor, to support applications for any grants in relation to the Aorangi Stadium project.

Purpose of Report

- 1 The purpose of the report is to provide a resolution to delegate to the Chief Executive the ability to apply for grants on behalf of the Aorangi Stadium Project.

Assessment of Significance

- 2 This matter is considered to be of low significance in accordance with Council's Significance and Engagement Policy, as it does not involve a decision to commit Council funding, alter levels of service, or impact strategic assets. The resolution is administrative in nature and supports an external funding application.

Background

- 3 The Aorangi Stadium Project Fundraising Group has been established with a goal of approximately \$2.4 million in external funding contributions to support delivery of the project.
- 4 As part of this process, the Fundraising Group is seeking Council support to strengthen funding applications to a variety of sources.

Discussion

- 5 Providing formal delegation for funding applications does not commit Council to any financial contribution beyond existing project commitments but signals endorsement of the project's community value.
- 6 A standing delegation also enables applications to be made outside of the cycle of council meetings when opportunities arise.

Options and Preferred Option

- 7 **Option 1 – Provide the delegation to the Chief Executive (Preferred Option): That Council delegates to the Chief Executive, in conjunction with the Mayor, to support applications for any grants in relation to the Aorangi Stadium project.**

7.1 Supports the Fundraising Group to access external funding.

7.2 No risk or direct financial implications for Council.

8 Option 2 – Do not provide the delegation.

8.1 Fundraising requests will have to be done on a case by case basis.

8.2 The fundraising group may be disadvantaged in securing funding.

8.3 May impact the overall fundraising target and project delivery timeframe.

Consultation

9 No consultation is required.

Relevant Legislation, Council Policy and Plans

10 Local Government Act 2002.

Financial and Funding Implications

11 There are no financial and funding implications to Council on the matters raised in this report.

Other Considerations

12 None.

Attachments

Nil

9.8 LGNZ: Appointment of Delegates for the Annual General Meeting**Author:** Meghan Taylor, Acting Democracy Services Lead**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council:

1. Receives and notes the LGNZ: Appointment of Delegates for the Annual General Meeting Report;
2. Appoints up to three delegates including one Presiding delegate to represent Timaru District Council and vote on matters arising at the Annual General Meeting of LGNZ.

Purpose of Report

- 1 To appoint up to three delegates to represent Timaru District Council, and vote on matters at the Annual General Meeting (AGM) of Local Government New Zealand (LGNZ):

Assessment of Significance

- 2 This report is of low significance in terms of the Council's Significant and Engagement Policy as there are no financial implications or changes to the level of service.

Background and Discussion

- 3 Under LGNZ's Constitution, Timaru District Council is entitled to five votes at the AGM. The number of votes is determined by the membership fee.
- 4 Local Authorities who are full financial members of LGNZ as at 15 July 2026 are entitled to be represented at the LGNZ AGM.
- 5 The LGNZ 38th AGM will be held on Friday, 31 July 2026 at 12pm via Zoom.
- 6 Timaru District Council can be represented by up to three delegates. The number of delegates is determined by the population.
- 7 The Council need to appoint one presiding delegate who votes on behalf with express authority (by way of delegation) on how to exercise this Council's votes during the AGM. If the presiding delegate is absent from the AGM for any reason, another delegate may vote on Council's behalf.
- 8 Observers, who have no speaking or voting rights are also able to attend.

Options and Preferred OptionOption one

- 9 Appoint up to three delegates, including the presiding delegate and any observers.

Option two

- 10 Do not appoint any delegates to attend the LGNZ AGM.

Consultation

- 11 Consultation occurs through Council members as representatives of the public.

Relevant Legislation, Council Policy and Plans

- 12 LGNZ Constitution.

Financial and Funding Implications

- 13 There are no funding or financial implications arising from the appointment.

Other Considerations

- 14 There are no other considerations relevant to this matter.

Attachments

Nil

9.9 Adoption of the Terms of Reference for the 2025-2028 Triennium

Author: Elliot Higbee, Legal Services Manager
Meghan Taylor, Acting Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That Council:

1. Receive and note the Adoption of the Terms of Reference for the 2025-2028 Triennium Report;
2. Adopt the updated Terms of Reference for the 2025-2028 triennium; and
3. Delegates authority to the Chief Executive, in conjunction with the Mayor, to approve minor administrative updates, with any changes to delegations to be reported back to Council for confirmation.

Purpose of Report

- 1 This report brings updates to the Council's current Terms of Reference (TOR) for adoption.

Assessment of Significance

- 2 The report and its decisions are important internal governance decisions of Council but are of very low importance for the community. No consultation is recommended.

Background

- 3 On 4 November 2025 Council established a committee structure, and adopted TOR for the Council, its committees, sub-committees and joint committees.
- 4 The TOR are an important governance document which structure the Council's operations by delegating governance responsibilities, and high-level powers across its various governance committees.
- 5 The Chief Executive, as the Council's sole employee, has been delegated the residual powers, functions, duties and responsibilities. For this triennium this occurred on 28 October 2025 (resolution 2025/133). The Chief Executive is then responsible for sub-delegating these powers, functions, duties and responsibilities to Council officers and certain contractors.
- 6 With a new committee structure, it was prudent to allow for several meeting cycles to conclude, before revisiting the proposed TOR to ensure their operation was fit for purpose. The TOR have been circulated to elected members for feedback, which has been incorporated into the tracked changes TOR along with advice below.
- 7 Although important, the TOR can be easily changed by Council resolution, and will need to change to reflect the changing operating environment.

Discussion

- 8 The following discussion is provided, under the headings of the different governance bodies. Minor grammatical, or stylistic changes are not discussed. The TOR consolidate previous delegations from Council to committees or individual officers into one document, and where these previous delegations have been transferred, there is no discussion below, because there has been no change:

Council

Local Government (Water Services) Act 2025 powers

- 9 A core power, unable to be delegated from the Local Government (Water Services) Act 2025 has been added to reflect the direction of travel intended under the Council's Water Services Delivery Plan. This is the power to transfer Council's responsibility for water service delivery. The transfer of responsibility occurs by this Council passing a resolution adopting a transfer agreement with the water organisation.
- 10 Two further water services powers are recommended for explicit inclusion. Firstly, Councils power to enter significant contracts for water service delivery. Secondly, the ability to delegate *implementation* powers to a water organisation of the Council's water service bylaws. Bylaw making power cannot transfer. Whether or not this second power should be delegated to the joint shareholding committee should be considered when the transfer agreement is entered.

Leases

- 11 The current terms of reference include this retained power:
- Power to approve leases over five years in term, including any renewals, or where the value of the property being leased exceeds \$500,000.*
- 12 This effectively caps officers' powers to enter leases. The limit of five years was intentionally imposed to ensure the issue of the officers' lease powers could be considered discreetly. A review of the delegation manual's historic iterations reveals collapsing structure and clarity on the scope of Officers lease powers. The suggested amendment resets this.
- 13 It is proposed that the Chief Executive is given a 25-year limit for entering leases (as lessee or lessor). It is noted that Council on 28 April 2026 granted the Chief Executive authority to enter leases at the airport up to 25 years in duration. All lease arrangements over these limits would come to Council for approval. The Chief Executive would then subdelegate to officers' specific lease powers within that envelope.
- 14 To date, only one lease has been identified as having been granted above the five-year term limit since the adoption of the Terms of Reference on 28 October 2025. This is Deed 4172, which was entered into on 12 December 2025, and is for a six-year term. This deed has been circulated separately to elected members for their information. For completeness, the Chief Executive will ratify this lease under their increased delegation, if this is granted.
- 15 Finally, it is suggested that the value threshold is removed given officer feedback that this threshold is too simplistic an approach. Rather, it is the significance of a potential lease that suggests Council oversight, not a value. Some low value leases may be significant; conversely, some high value property could be leased where there is clearly no benefit from mandatory Council decision making. It is suggested that the value threshold is replaced by a significance threshold.

Development and Growth Committee

- 16 The function of monitoring demand and supply has been more particularly described as “residential, commercial and industrial” land.
- 17 It has been clarified that in respect of economic development and tourism functions, if these matters requiring committee input in respect of Council Controlled Organisation (CCO) /Council Controlled Trading Organisation (CCTO), then this committee is generally responsible for this *input* (as opposed to monitoring *outputs* which sits elsewhere). As noted below when discussing the Strategic Planning Committee’s functions around CCO/CCTOs (but not WWSCOs), committees’ functions are almost exclusively advisory, with Council remaining the final decision maker.

Traffic resolutions

- 18 Traffic resolutions are required to install legally enforceable traffic signs and road markings for stationary vehicle offences. This is a power able to be exercised by the Road Control Authority, which is legally either the Council, or an authorised officer. Given the wide spectrum of significance for installing traffic signs and road markings, the delegations should explicitly provide for only “significant” traffic resolutions to come to this committee for decisions, with the balance exercised by the Chief Executive or the General Manager of Land Transport.

Projects and Procurement Committee

- 19 The committees’ functions have been further detailed to provide clarity of function.

Additional power to approve variations and expenditure

- 20 Elected members suggested Council delegate to the Projects and Procurement Committee the approval of scope changes or variations, including “significant” changes up to the value of \$50,000 where the change falls within the original Council approved project cost, or \$10,000 variations “where the decision cannot wait until the next meeting”.
- 21 Officers do not have a view on these proposed changes, and this is a matter for Council. However, officers note that the large membership of this committee (seven), coupled with this increased delegation power does risk unbalancing its subordinate relationship with Council. It is noted that sometimes “significant” changes may have a low value. It is always open to Council on an individual basis to expand powers for managing certain projects, which is how the Terms of Reference for this committee was originally drafted.

Specific oversight of Theatre Royal, Museum Redevelopment and Aorangi Park Redevelopment Projects

- 22 Council has three significant projects currently being delivered: Theatre Royal, and the Museum and Aorangi Park redevelopments. Previously governance oversight of these projects was undertaken by Project Control Groups, or Steering Groups. These groups are now defunct, and this committee is properly placed to undertake this function. Provision for the scope of these oversight functions has been made in these terms of reference.

Strategic Planning Committee

- 23 The function and delegations of this committee have been finessed for clarity of role.

CCO/CCTO

- 24 Oversight of Council's arm's length CCO (Venture Timaru Limited) and CCTO (Timaru District Holdings Limited) are an important function of Council as a shareholder. It is appropriate for the Strategic Planning Committee to do the "heavy lifting" in drafting the Statement of Expectations for Council adoption. Similarly, in responding to the CCO/CCTO's draft Statement of Intent, this committee can usefully provide a more detailed review, before it goes to Council for approval of the official response to the CCO/CCTO as the shareholder.
- 25 Amendments have been made to reflect a need for more clarity on the allocation of these functions.

Local Arts Scheme Subcommittee

- 26 This subcommittee's delegations have been clarified to more clearly reflect the Create New Zealand Guidelines (Arts Council of New Zealand).

Community Partnerships Subcommittee

- 27 When the Terms of Reference were reviewed for adoption on 4 November 2025, recommended amendments unfortunately were not included in the final paper. These are set out, noting a general expectation that in an emergency this subcommittee may provide welfare organisation and support as appropriate.

Downlands Water Supply Committee

- 28 This joint committee's terms of reference were not included on 4 November 2025. Because the committee is a joint committee, any changes to these terms would have required agreement across all councils. The terms of reference are included here for completeness. It is however noted that these terms of reference require updating, and further that once this Council and Mackenzie District Council's joint water organisation is established, the committee will no longer exist. The future of this joint committee considering water reform is a matter that will return to Council after the matter has been discussed at the next joint committee meeting currently scheduled for 13 July 2026.

Specific roles

- 29 For coherence, these terms of reference include the powers delegated from Council to individual elected members, and the Chief Executive. The tracked changes reflect updating, and coherence changes and do not change existing arrangements. In essence, the terms of reference are the Council's delegations. What is left of the previous delegations' manual is the Chief Executive's delegations, and can now be migrated into an updated format at the direction of the Chief Executive.

Options and Preferred Option

- 30 Within legal limits, Council may set its terms of reference as it sees fit.
- 31 Officers have highlighted a structural risk with the proposed amendments to the scope of the Projects and Procurement Committee but otherwise do not have a view on these amendments. The balance of amendments are recommended for the reasons given in the paper.

Consultation

- 32 No consultation is required.

Relevant Legislation, Council Policy and Plans

- 33 Local Government Act 2002
- 34 Land Transport Act 1998
- 35 Local Government (Water Services) Act 2025

Other Considerations

- 36 For clarity, the resolution enabling minor amendments will see drafting systemisation for the subcommittees, and amendments to formatting to ensure a cohesive flow throughout the document.
- 37 The District Licencing Committee is established under the Sale and Supply of Alcohol Act 2012, and as set out in the 4 November 2025 report on the Terms of Reference, this committee is legislatively constrained. The final TOR will include the information on this committee.

Attachments

- 1. **Draft Terms of Reference 2025-2028 Triennium - Clean Version** [!\[\]\(6bc9e52b66eeda3a9a52728bbdd43c76_img.jpg\)](#) 
- 2. **Draft Terms of Reference 2025-2028 Triennium - Tracked Changes** [!\[\]\(ff25df38dd29dbd587832e6604f963d3_img.jpg\)](#) 

Introduction

General

- 1 These are the Terms of Reference (TOR) and delegations for the Timaru District Council, and its committees, subcommittees and joint committees.
- 2 It also sets out the responsibilities of and delegations to particular roles, including the mayor, deputy mayor, and chief executive.
- 3 Timaru District Council's functions are wide-ranging and include powers and functions under many statutes and regulations. It would be impossible for the full Council to deal with everything itself. Delegation to committees, subcommittees, individual elected members, chairperson(s), deputy chairperson(s), and officers is necessary for the Council to be efficient, effective, and appropriate for achieving its objectives of service delivery.
- 4 These terms of reference will ensure the Council that its powers and functions are exercised at an efficient, effective and appropriate level.
- 5 A delegate is not obliged to exercise a power or delegated function. If a delegate considers that the circumstances support a power or function's referral back to a delegatee then explicit provision is made for this.
- 6 Amendments to these terms of reference will be maintained as an appendix.

Committees

- 7 Committee includes, in relation to Council:
 - A committee comprising all or some of the members of Council;
 - A standing committee or special committee appointed by Council or the Mayor;
 - A joint committee appointed under cl 30A of sch 7 of the LGA 2002; and
 - Any subcommittee of a committee described in (a), (b) and (c).
- 8 The terms of reference and delegations to committees and subcommittees are set out in full in this document. In respect of these committees:
 - The committees have no decision-making powers other than those set out in these terms of reference.
 - Any committee may request expert advice through the Chief Executive where necessary.
 - The committees may make recommendations to their governing committee or Council, or chief executive as appropriate.

Council

Council has many functions, powers and responsibilities, which for efficiency and effectiveness are delegated to Committees, other subordinate decision-making bodies, community boards, an elected member, or the Chief Executive.

Council	
Chair	Mayor Nigel Bowen
Deputy Chair	Deputy Mayor Scott Shannon
Membership	All ten elected members
Quorum	Five
Meeting Frequency	Monthly
Decision making powers	The following powers are unable to be delegated: 1 The power to make a rate; 2 The power to make a bylaw; 3 The power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan; 4 The power to adopt a long-term plan, annual plan, or annual report; 5 The power to appoint a chief executive; 6 The power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement; 7 The power to adopt a remuneration and employment policy; and 8 The power to transfer responsibility for water service delivery under the Local Government (Water Services) Act 2025. The Council has also decided to retain, and not delegate the following powers: 9 The power to appoint and discharge the Deputy Mayor; 10 The power to approve or amend the Code of Conduct for elected members; 11 The power to approve or amend the Council's Standing Orders; 12 The power to establish a joint committee with another local authority or other public body; 13 The power to make the final decision on a recommendation from the Ombudsman where it is proposed that Council does not accept the recommendation; 14 The power to establish and determine the structure, terms of reference, and delegated authorities of committees;

	15 Any other matter which from time to time may not legally be delegated by the Council; 16 The powers and duties conferred or imposed on the local authority by the Public Works Act 1981 to acquire land compulsorily; 17 Approval of a Long-Term Plan or Annual Plan consultation document prior to community consultation; 18 Approval of a draft bylaw prior to community consultation; 19 Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of Electoral Officer; 20 The power to appoint elected member Council representation on any body; 21 The power to authorise or otherwise commit the Council to any expenditure exceeding that in the current Annual Plan / Long Term Plan; 22 The power to cease any significant activity or to start any new significant activity; 23 The making of submissions in consultation with Council Officers where appropriate to any external body where the subject of the submission is not the responsibility of a standing committee; 24 Adoption of the Local Governance Statement; 25 Adoption of the Triennial Agreement; 26 Power to sell or dispose of parks, reserves and endowment properties. 27 Power to approve leases over twenty five years in term, including any renewals or where the lease is significant; 28 Road Naming; 29 Removal of healthy, mature, or high-profile trees; 30 The power, as a water service provider, to enter significant contracts, arrangements or change proposals for water service delivery; 31 The power to delegate water services bylaw powers and functions as per the Local Government (Water Services) Act 2025 to committees, officers, or a water organisation; 32 Power to initiate an Iwi Participation Agreement/ Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine disputes that arise in course of negotiating MWR under sections 58M, 58O, 58P, 58Q, 58R, 58S, 58T of the Resource Management Act 1991 (RMA); 33 Power to review policies and processes to ensure they are consistent with the Iwi Participation Agreement/Mana Whakahono a Rohe (MWR), and to undertake reviews of the MWR as required (S58T RMA); 34 Decision to use the streamlined planning process to prepare a planning instrument (s80C RMA); 35 Power to apply to the Environment Court for a rule to have legal effect from date other than standard date (s86D RMA); and
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	36 The approval of a plan or change to a plan (Sch.1, Part 1, Cl 17 RMA)
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Committees

Expectations of Committees

Within the scope of a committee's function, each committee is expected to:

- 1 Observe and pursue the goals, objectives and strategies in any strategic plan adopted by the Council.
- 2 Maintain regular communications with other committees and the Council to ensure that the widest possible good is achieved for the community.
- 3 Ensure appropriate consultation and communication is undertaken with the community and agencies affecting the activities of the committee.
- 4 Monitor and respond to changes in legislation governing their area of responsibility.
- 5 Support Council Officers in the achievement of programmes and projects contained in the Long-Term Plan and Annual Plans.

General decision-making powers for the new Committees

To enable the new committees to operate fully, a general set of decision-making powers are provided:

- 7 Appoint a deputy chairperson.
- 8 Maintain minutes detailing any committee decisions.
- 9 Perform their responsibilities, within the approved Long Term Plan and Annual Plan budgets.
- 10 Develop, monitor, and review strategy and policy; and make recommendations to Council.
- 11 Recommend service level changes and new initiatives to the Council as part of the long-term plan and annual plan processes.
- 12 Ensure appropriate consultation and communication is undertaken with the community and agencies affecting the activities of the committee.
- 13 Approve any consultation processes where committee approval is required, the committee has directed officers to seek approval, or the Chief Executive considers it appropriate to seek committee approval.
- 14 Approve submissions to external bodies/organisations on legislative and regulatory proposals except:
 - 14.1 If there is insufficient time for the matter to be determined by the committee before the submission 'close date', in which case the submission can be agreed by the relevant committee Chairperson, Deputy Chairperson, Mayor and Chief

Executive (and all Councillors must be advised of the submission and provided copies if requested).

- 14.2. If the submission is of a technical and operational nature, in which case the submission can be approved by the chief executive (in consultation with the relevant committee chair and deputy chair prior to lodging the submission).
- 14.3. During the formal pre-election period, in which case submissions are approved by the chief executive.
- 15 Develop and approve the statement of proposal for new or amended bylaws for consultation.
- 16 Recommend to Council new or amended bylaws for adoption.
- 17 Establish any subcommittee and approve its terms of reference.
- 18 Consider and make decisions usually within the chief executive's delegations that the chief executive has referred to the committee for decision making.
- 19 Perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.
- 20 Discuss and approve a forward agenda for the committee.
- 21 Approve applications for temporary road closures under para 11(e) of schedule 10 of the LGA 1974, and funding, and then recommend to Council for final approval.

Audit and Risk Committee

Audit and Risk Committee	
Type of Committee	Council Committee
Subordinate to	Council
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	The Mayor, Bruce Robertson (Independent Chairperson), Deputy Mayor (Deputy Chairperson), Chairperson of Strategic Planning Committee (Clr Michelle Pye), two additional Councillors (Clr Graeme Wilson and Clr Stacey Scott) and Janice Fredric (Independent Member) <i>This committee will have at least one and up to two External Appointees (one of whom shall be appointed the Chairperson).</i> <i>The Chairperson may invite other elected members to attend meetings of this Committee as observers.</i>
Chairperson	Independent Member Bruce Robertson
Deputy Chair	Deputy Mayor Scott Shannon
Quorum	Three – including at least one independent member

Meeting Frequency	Quarterly
Functions	1 Liaise with external auditors, including review of the audit plan, and review of audit findings. 2 Review the Accounting Policies, Annual Report, the Audit Report, and be involved in any special audits or discussions with the appointed auditor on technical matters; 3 Review the internal audit programme and any internal audit findings; 4 Review Council's insurance programme and make recommendations to Council in relation to renewals; 5 Provide oversight of legal risks, claims or proceedings provided (excluding the approval of any legal settlements); 6 Recommend the Annual Report to the Council for adoption; 7 Provide oversight of compliance with statutory responsibilities relating to financial responsibilities; 8 Review risk including technical insurance matters and participation in national risk management practices, health and safety risk management and implementation of risk management processes; 9 Monitoring of corporate risk assessment and the internal controls instituted; and 10 Note any strategic risk be referred to Council.
Delegations	The Council delegates the following general powers, duties and responsibilities: 1 The Audit and Risk Committee provides oversight on behalf of Council, and provides advice and makes recommendations to Council (and/or other Committees) but is not authorised to make decisions on behalf of Council; and 2 To appoint a Deputy Chairperson.

Development and Growth Committee

Development and Growth Committee	
Type of Committee	Council Committee
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)

Membership	Mayor Nigel Bowen (s 41A(5) LGA 2002), Deputy Mayor Scott Shannon (Chairperson), Four Councillors (Clr Peter Burt, Clr Owen Jackson, Clr Chris Thomas and Clr Philip Harper)
Chairperson	Deputy Mayor Scott Shannon
Deputy Chairperson	Clr Peter Burt
Quorum	Three
Meeting Frequency	Monthly
Functions	1 Development capacity planning; 2 Infrastructure capacity assessment including asset management planning; 3 Monitoring demand and supply of residential, commercial and industrial land; 4 Future Development Strategy and regional development planning; 5 Corridor management; 6 Resource Management Act 1991; 7 Building Act 2004; 8 Natural hazards, resilience, natural environment reporting and climate change; 9 Land Transport Act 1998 and Regional Land Transport planning; 10 Economic development and tourism (including, to the extent relevant inputs into Council Controlled Organisation (CCO) /Council Controlled Trading Organisation (CCTO) oversight; 11 Department of Internal Affairs benchmarking; 12 Monitor Long Term Plan Infrastructure Strategy delivery; 13 Develop and recommend infrastructure strategy, including the requirements set out at s 101B of the LGA 2002; and 14 Provide direction on the resolution of appeals of the Proposed District Plan.
Delegations	The Council delegates to the Development and Growth Committee the following general powers, duties and responsibilities: 1 General decision-making powers for committees; 2 Approve significant traffic resolutions effecting changes to road usage under the Parking or Traffic Bylaws, or traffic resolutions referred to it by the Chief Executive, and through sub-delegation the General Manager Land Transport, who are otherwise authorised to act as the road controlling authority; and 3 The Chairperson will be consulted on consent notices to conclude resource consent, or district plan appeals, by the planning manager.

Hearings Committee

Hearings Committee	
Type of Committee	Council Committee
Subordinate to	Council
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	The Mayor, Four additional Councillors Clr Peter Burt, Clr Michelle Pye, Clr Scott Shannon, Clr Stacey Scott. <i>All Elected Members on this Committee must have completed and passed the appropriate training required by the Resource Management Act 1991.</i>
Chairperson	Mayor Nigel Bowen
Quorum	Two
Meeting Frequency	As required
Delegations	Council delegates to the Hearings Committee the following general powers, decision making powers, duties and responsibilities: Resource Management Act 1991 (RMA) Matters relating to hearing and making of decisions on resource consent applications, including joint hearings; and - The making of recommendations on requirements for a designation or heritage order. Delegated Authority to Specifically: - Extension of existing use rights and granting of certificate (s10 & s139); - Authority to allow certain building work to continue where it has been subsequently made unlawful by a district plan (s10B); - Power to extend time periods and requirement to consider matters before extending a time limit (s37 & s37A); - Power to direct applicant to provide evidence before hearings; power to make directions about conduct of hearings (s41B & s41C); - Power to strike out a submission (s41D); - Power to make directions about hearings to protect sensitive information (s42); - Powers regarding the preparation commissioning and provision of reports (s42A); - The power to commission reports and request further information in respect of a resource consent application and to set a time that the applicant has to provide the information and tell the applicant of that time (s92, s92A & s92B); - The power to determine whether a consent application should be publicly or limited notified and all considerations/decisions needed within these sections (s95, s95A, s95B, s95C, s95D, s95E, s95F and s95G);

	12 Authority to determine issues concerning joint considerations by two or more consent applications in relation to the same proposal (s102 and s103); 13 Duty to take matters into consideration and to exclude other matters when considering an application (s104); 14 Power to determine resource consent applications and impose conditions on resource consent; 15 Power to decline subdivision consent. Power to impose a bond as one of the conditions on resource consent. Conditions relating to bonds, power to enter on to land to ensure work for which bond is given, is being completed. Recording reasons for decisions on resource consent applications in writing. Power to impose conditions on subdivision consents. Authority to vary or cancel a condition specified in a consent notice. Authority to receive and consider an objection, require further information, commission a report and determine the objection (s104A, s104B, s104C, s104D, s105, s106, s108, s108AA, s108A, s109, s113, s220, s221(3), s357C, s357CA and s357D); 16 Power to grant extension of period after which a consent will lapse (s125); 17 Power to change or cancel conditions imposed on a resource consent, power to change the conditions of a resource consent on a review under s128, to give notice of a review, or to cancel resource consent (s127, s128, s129, s130, s131, and s132); 18 To issue an amended resource consent that corrects minor mistakes or defects in the consent (s133A); 19 Power to determine whether to publicly notify Council's notice of requirement for a designation, and to either confirm, modify, impose conditions or withdraw the requirement (s168A); 20 Power to determine whether to publicly notify a notice of requirement for a designation (s169); 21 The making of a recommendation on a notice of requirement for a designation (s171); 22 Power to determine whether to publicly notify Council's notice of requirement for a heritage order and power to make decision on Council's notice of requirement for a heritage order (s198A and s191); 23 Power to hear and make recommendations and/or decisions on notice of requirements (Sch.1 Part 1, Cl 9); 24 Power to hear and make recommendations on provisions and matters raised in submissions (Sch. 1, Part 1, Cl 10); 25 Power to amend an operative policy statement or plan to correct minor errors (Sch. 1, Part 1, Cl 20A); and 26 Power to hear and consider a plan or change, and make recommendations on such plan change requests (Sch. 1, Part 2, Cl 29(4)). <i>The delegations to this committee do not derogate from the existing or future delegations of these powers to Hearings Commissioner(s) or the Planning Manager.</i> Other 27 To appoint a Deputy Chairperson; 28 To establish a Sub-committee;
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	29 Consideration of any matter relating to applications or enforcement action referred to the Committee by the Group Manager Regulatory; 30 Matters relating to hearings under the provisions of the Dog Control Act 1996; 31 To review any objections to existing or proposed road encroachments and authority to make a final decision; and 32 Any other matter that requires Council to hold a hearing that the Mayor refers to the Hearings Committee.
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People Performance and Appointments Committee

People Performance and Appointments Committee	
Type of Committee	Council Committee
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	Mayor Nigel Bowen (Chairperson), Deputy Mayor Scott Shannon, Five Councillors (Clr Peter Burt, Clr Michelle Pye, Clr Graeme Wilson, Clr Stacey Scott) <i>The Chair may invite independent members of the Audit and Risk Committee to attend meetings of this Committee as observers. All Elected Members may attend.</i>
Chairperson	Mayor Nigel Bowen
Deputy Chairperson	Deputy Mayor Scott Shannon
Quorum	Three
Meeting Frequency	Quarterly
Function	1 Appoint new director and trustee appointments in accordance with the Council's External Governance Appointments Policy, and provide a recommendation to Council 2 Communicate between Council and the Chief Executive on industrial and employment issues and Chief Executive performance.
Delegations	The Council delegates to the People Performance and Appointments Committee the following general powers, duties and responsibilities: 1 General decision-making powers for committees;

	2 Delegated authority to conduct the process for new director and trustee appointments in accordance with the Council External Governance Appointments Policy and provide a recommendation to Council; 3 Delegated authority to provide a means of communication between Council and the Chief Executive on industrial/staff issues, and deal with contractual matters between Council and the Chief Executive; and 4 Delegation to Chair of Director and Trustee Appointment Committee to co-opt and appoint additional member in the event of a conflict or perceived conflict of interest.
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Projects and Procurement Committee

Projects and Procurement Committee	
Type of Committee	Council Committee
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	Mayor Nigel Bowen (s 41A(5) LGA 2002), Clr Stacey Scott (Chairperson), Five Councillors (Clr Stu Piddington, Clr Graeme Wilson, Clr Owen Jackson, Clr Peter Burt, Clr Chris Thomas)
Chairperson	Clr Stacey Scott
Deputy Chairperson	Clr Stu Piddington
Quorum	Four
Meeting Frequency	Monthly
Function	1 As directed by Council resolution to govern the progression of significant projects to post-delivery reporting including Theatre Royal and Museum Redevelopment and the Aorangi Park Redevelopment projects; 2 Approve procurement strategies for significant projects; 3 Endorse business cases for projects prior to council approval; 4 Accept tenders within its delegated authority; 5 Monitor significant capital projects and their progression for the duration of the project; 6 Monitor contract approvals and costs on a quarterly basis; 7 Approve scope change or variations to current projects;

	<i>Noting that unless otherwise provided for, Council retains the power to approve funding for all significant business case decisions, and any significant changes in service</i>
Delegations	The Council delegates to the Projects and Procurement Committee the following general powers, duties and responsibilities: 1 General decision-making powers for committees; 2 Accept tenders in conjunction with the Chief Executive for items and projects approved in the Council's Budget exceeding \$750,000 (GST Excl.) (Delegation 4.2.2); 3 Approve the procurement strategy for significant projects presented to the Committee in accordance with Council policy; 4 Recommend the Procurement Policy to Council for approval; 5 Approve significant scope change or variations relevant to the size of the project, up to the value of \$50,000 where the change falls within the original Council approved project cost; 6 Delegate to the Chairperson the authority to approve variations or scope changes to the value of \$10,000 where the decision cannot wait until the next meeting; and 7 Oversee delivery of the Theatre Royal and Museum Redevelopment and the Aorangi Park Redevelopment projects, including reviewing project reporting and approving scope, budget or timeframe changes within the Committee's delegated financial limits.

Strategic Planning Committee

Strategic Planning Committee	
Type of Committee	Council Committee
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	Mayor Nigel Bowen (s 41A(5) LGA 2002), Clr Michelle Pye (chairperson), Four councillors (Clr Stacey Scott, Clr Graeme Wilson, Clr Philip Harper, Clr Stu Piddington)
Chairperson	Clr Michelle Pye
Deputy Chairperson	Clr Graeme Wilson
Quorum	Three

Meeting Frequency	Monthly
Function	1 Development of the Council's Long Term Plan and Annual Plan; 2 Monitoring of non-financial performance oversight in relation to the Council's Long Term Plan and Annual Plan; 3 Monitoring financial performance including operating and capital expenditure, revenue, debt and investments and how they align with Council's financial strategy; 4 Provide strategic direction for Local Government reforms; 5 Shared Service Arrangements; 6 Council Controlled Organisation (CCO) /Council Controlled Trading Organisation (CCTO) oversight including the drafting of the Statement of Expectations and reviewing the draft Statement of Intent for adoption, or approval of the response by Council, receiving quarterly reports and/or economic updates and the draft annual report; and 7 Develop and recommend financial strategy, including investments, hedging, significant financial assumptions, and debt management requirements set out in s 101A LGA 2002.
Delegations	The Council delegates to the Strategic Planning Committee the following general powers, duties and responsibilities: 1 General decision-making powers for committees; 2 Draft the Letter of Expectations and review the Statement of Intent of the CCO/CCTO for recommendation to Council for final approval; 3 Receive quarterly reports and/or economic updates of the CCO/CCTO's; and 4 Endorse draft CCO/CCTO annual reports.

District Licensing Committee

Clr Peter Burt, Clr Owen Jackson, Clr Graeme Wilson

District Licensing Committee	
Type of Committee	
Subordinate to	
Subordinate Committees	
Legislative Basis	
Membership	
Chairperson	
Deputy Chairperson	

Quorum	
Meeting Frequency	
Function	
Delegations	The Council delegates to the District Licensing Committee the following general powers, duties and responsibilities under the Sale and Supply of Alcohol Act 2012: 1 All the relevant powers, duties and responsibilities conferred by the Sale and Supply of Alcohol Act and the authority to take appropriate action in exercise of those powers, duties and responsibilities; Delegates specifically to the Chairperson or Commissioner of the District Licensing Committee: 2 Acceptance or refusal to accept late applications for special licences. <i>The delegations to this committee do not derogate from the existing or future delegations of these powers to the Chairperson, Commissioner or relevant officers listed in the existing delegation manual.</i>

Community Boards

Temuka Community Board

Type of Committee	Temuka Community Board
Membership	Alison Talbot, Charles Scarsbrook (Chairperson), John Jackson, Kathy Campbell, Nicola Nimo, Cllr Michelle Pye (Temuka – Pleasant Point Ward Councillor) and Cllr Scott Shannon (Temuka – Pleasant Point Ward Councillor)
Chairperson	Charles Scarsbrook
Deputy Chairperson	Nicola Nimo
Quorum	Four
Meeting Frequency	Six Weekly
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in its entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	1 Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the community board;

	2 Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the community board; 3 In the case of the Temuka and Geraldine Community Boards, to make recommendations to the Public Trustee on Thomas Hobson Trust grant applications; and 4 If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.
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Pleasant Point Community Board

Type of Committee	Pleasant Point Community Board
Membership	Amy-Lee Trainor, Anna Lyon (Deputy Chairperson), Cale Toomey, Kathy Wilkins Leanne Fifield (Chairperson), Cllr Michelle Pye (Temuka – Pleasant Point Ward Councillor), and Cllr Scott Shannon (Temuka – Pleasant Point Ward Councillor)
Chairperson	Leanne Fifield
Deputy Chairperson	Anna Lyon
Quorum	Four
Meeting Frequency	Six Weekly
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in its entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	1 Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board; 2 Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board; and 3 If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.

Geraldine Community Board

Type of Committee	Geraldine Community Board
Membership	Andy McKay (Chairperson), Jan Finlayson, Rachel Wilson, Rosie Woods, Sarah Foley-Smith, Shane Minnear (Deputy Chairperson) and Clr Philip Harper (Geraldine Ward Councillor)
Chairperson	Andy McKay
Deputy Chairperson	Shane Minnear
Quorum	Four
Meeting Frequency	Six Weekly
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in its entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	1 Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board; 2 Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board; 3 In the case of the Temuka and Geraldine Community Boards, to make recommendations to the Public Trustee on Thomas Hobson Trust grant applications; and 4 If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.

Subordinate decision-making bodies

Local Arts Scheme Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)

Membership	Two Councillors (Clr Owen Jackson, Clr Scott Shannon), one representative from each of the local Community Arts Councils (Jan Finlayson, Geraldine Arts Council), up to three Community Representatives (Richard Taylor, Sharleyne Diamond and Kera Baker (Māori Arts Community Representative) <i>One community representative must have a good knowledge of local Māori arts activities.</i>
Chairperson	Clr Owen Jackson
Deputy Chairperson	Jan Finlayson
Quorum	Two with at least one Council Elected Representative present
Meeting Frequency	Thrice annually
Functions	Decision-making on Creative Communities funding applications as per the delegations and Creative New Zealand Guidelines.
Delegations	The Council delegates to the Local Arts Scheme Subcommittee the following general powers, decision making powers, duties and responsibilities in accordance with the Creative New Zealand Guidelines provided they do not conflict with the stated policy of the Council: That in respect of matter requiring financial input: 1 Delegated authority to approve funding within the allocation granted by Creative New Zealand; and 2 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. Other 3 To appoint a Chairperson; 4 To appoint a Deputy Chairperson; 5 Authority to appoint up to three Community Representatives, one whom must have a good knowledge of local Māori arts activities in accordance with the Creative Communities Scheme Administrators Guidelines; and 6 Sub-delegation is prohibited.

Sister Cities Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	Mayor, Deputy Mayor, one additional Councillor (Clr Peter Burt), the Chief Executive of Venture Timaru (Nigel Davenport), A member of Education South Canterbury (Kerri Doy) and the Community Partnership Team Leader or equivalent role.

Chairperson	Mayor Nigel Bowen
	Deputy Mayor Scott Shannon
Quorum	Three
Meeting Frequency	Quarterly
Functions	Sister City and Friendship relationships.
Delegations	The Council delegates to the Sister Cities Subcommittee the following general powers, duties and responsibilities provided they do not conflict with the stated policy of the Council: 1 Delegated authority to conduct the existing Sister City and Friendship relationships within budget and to appoint special purpose working parties to assist with those relationships. That in respect of matters requiring financial input: 2 The subcommittee has the power to approve funding where provision has been made in the annual Budget; and 3 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. Other 4 To appoint a Deputy Chairperson; and 5 Sub-delegation is prohibited.

Community Partnerships Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Committee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	The Mayor and an additional Councillor (Clr Owen Jackson), plus a representative from Age Concern South Canterbury, Alpine Energy, Alzheimers South Canterbury, Anglican Care South Canterbury, Arowhenua Runanga, Cancer Society South Canterbury, CCS Disability Action, Citizens Advice Bureau, Connect Church, Department of Corrections, Greypower, Health NZ ,Life Church, Mid-South Island Women's Refuge, Ministry of Justice, Ministry of Social Development, Multicultural Aoraki, National Public Health Services, NZ Fire Services (New Zealand Fire and Emergency), NZ Police, Oranga Tamariki, Presbyterian Support South Canterbury, Primary Schools Principals' Association, Refugee Settlement Services, SC Chamber of Commerce, Secondary Schools Principals' Association, South Canterbury Neighbourhood Support, St John, Te Aitaraikihi Trust, The Y, Timaru Christian Ministers' Association and Timaru Community Patrol.

Chairperson	The Mayor
Deputy Chairperson	Maria Parish (Mid-South Island Women's Refuge and Family Safety Services)
Quorum	Six with at least one Council Elected Representative present
Meeting Frequency	Quarterly
Delegations	Council delegates to the Community Partnerships Subcommittee the following duties and responsibilities provided they do not conflict with the stated policy of the Council: 1 To appoint a Deputy Chairperson; 2 Delegated authority to deal with policy issues and budgetary matters associated with community safety and wellbeing; 3 To provide, as appropriate, welfare organisation and support during an emergency; 4 Authority to appoint or remove any other relevant community group or agency to the subcommittee; and 5 Sub-delegation is prohibited.

Youth Initiatives Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Policy Basis	Community Funding Policy adopted 20 January 2025 (#1584961)
Membership	Three Councillors (Clr Stacey Scott, Clr Scott Shannon, Mayor Nigel Bowen), a Youth Services Worker and two youth representatives.
Chairperson	Mazaiah Tuala (Youth Representative)
Deputy Chairperson	Jessica Thomas (YMCA Youth Services Representative)
Quorum	Three with at least one Council Elected Representative present
Meeting Frequency	Twice Annually
Functions	Decision-making on allocation of Youth Initiatives Funding and appointment of two youth representatives to the Subcommittee.
Delegations	The Council delegates the following general powers, duties and responsibilities provided they do not conflict with the stated policy of the Council:

	That in respect of matters requiring financial input: 1 The power to approve funding where provision has been made for the Youth Services Funding Scheme in the annual Budget; and 2 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. Other 3 Authority to appoint a Deputy Chairperson; 4 Authority to select and appoint two youth representatives for the duration of the triennium; 5 Authority to select and reappoint a youth representative, in the event a youth representative resigns; and 6 Sub-delegation is prohibited.
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Community Funding Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Policy Basis	Community Funding Policy adopted 20 January 2025 (#1584961)
Membership	The Mayor and four Councillors (Clr Owen Jackson, Clr Philip Harper, Clr Chris Thomas, Clr Graeme Wilson) of which one Councillor to represent the rural wards.
Chairperson	Clr Owen Jackson
Deputy Chairperson	Clr Philip Harper
Quorum	Three
Meeting Frequency	Twice Annually
Functions	Consideration of applications made under the Community Funding Policy and recommendations to Council.
Delegations	The Council delegates to the Community Funding Subcommittee the following general powers, duties and responsibilities provided they do not conflict with the stated policy of the Council: That in respect of matters requiring financial input:

	1 The power to make recommendations to Council for funding where provision has been made for Community Funding in the annual Budget; 2 Delegated authority to consider applications submitted under the Community Funding Policy that are not NZ Representative or Quick Response Grants, and make recommendations to Council (4.7.15 Grants); 3 Delegated authority to Members of the Community Funding Subcommittee together with / Community Partnership Team Leader to determine applicants to be interviewed in support of grant applications (4.7.15 Grants); and 4 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. Other 5 Sub-delegation is prohibited.
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Rates Remission Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002. Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Policy Basis	Rates Policy adopted 1 July 2024 (#1566638)
Membership	The Mayor and three additional Councillors (Clr Graeme Wilson, Clr Scott Shannon, Clr Michelle Pye)
Chairperson	The Mayor
Quorum	Three
Function	Decision making on rates remissions appeals where application declined or partly remitted.
Meeting Frequency	As required
Delegations	The Council delegates to the Rates Remission Subcommittee the following general decision making powers, duties and responsibilities provided they do not conflict with the stated policy of the Council: 1 Authority to remit or postpone rates pursuant to Council Rates Policy (5.37 Local Government (Rating) Act 2002; 2 Delegated authority as outlined in the Rates Policy to hear and make a final decision on appeals, where an application for remission has been declined or only partly remitted (as applies in the policy);

	3 That minutes of Subcommittee meetings contain details of subcommittee decisions made under delegated authority; and 4 Sub-delegation is prohibited.
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Civic Honours Appointments Subcommittee

The Civic Honors Appointments Subcommittee has been merged from the Community Awards Selection panel and the Hall of Fame Selection Subcommittee.

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002
Policy Basis	Hall of Fame Policy, adopted 29 January 2019 (#1240703) Community Awards Policy, approved. 30 April 2019 (#829842)
Membership	Mayor, Deputy Mayor and three Councillors (Clr Stu Piddington, Clr Peter Burt, Clr Owen Jackson) <i>With authority to select and appoint three Council representatives to form the Advisory Panel</i>
Chairperson	The Mayor
Quorum	Three
Functions	Decision-making on selection of person for Council's Hall of Fame and Consider and decision-making on selection of persons for Community Award and carry out Civic award ceremonies.
Meeting Frequency	One intake a year – on or around 30 June.
Delegations	The Council delegates to the Civic Appointments Subcommittee the following general powers, duties and responsibilities provided that they do not conflict with the stated policies of Council: 1 Authority to consider and make decisions on nominations for Civic Awards and Hall of Fame Awards, and matters pertaining to the awards presentation ceremony; 2 Authority to appoint four council representatives for the Civic Awards Advisory Panel; 3 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority; and 4 Sub-delegation is prohibited.

Museum Collection Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)
Policy Basis	Museum Policy adopted 29 January 2019 (#1240714).
Membership	Mayor Nigel Bowen, Clr Stu Piddington, Clr Stacey Scott, Clr Philip Harper), Two Members of the South Canterbury Historical Society <i>The Subcommittee must comprise of an equal number of South Canterbury Historical Society members and Timaru District Councillors, including a Councillor as Chairperson.</i> <i>The Museum Director advises the Subcommittee but has no voting power at Subcommittee meetings.</i>
Chairperson	Clr Philip Harper
Quorum	Four
Functions	Overall responsibility for accessions and deaccessions in accordance with the Museum Collection Policy.
Meeting Frequency	As required
Delegations	The Council delegates the following general powers, duties and responsibilities provided that they do not conflict with the stated policies of Council: 1 Overall responsibility for accessions and deaccessions in accordance with the Museum Collection Policy; 2 Power to delegate administration of accessioning items into the collection; 3 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority; and 4 Sub-delegation is prohibited.

Joint Committee's

Downlands Water Supply Committee

Downlands Water Supply Committee	
Type of Committee	Joint Council Committee
Legislative basis	The Downlands Joint Standing Committee ("the Downlands Committee") is a joint committee of the Timaru, Waimate and Mackenzie District Councils

	(collectively referred to as “the Councils”) established pursuant to the provisions of the Local Government Act 2002.
Membership	<u>Timaru District Council:</u> Elected Members Mayor Nigel Bowen, Deputy Mayor Scott Shannon; and Clrs Philip Harper, Stacey Scott, Michelle Pye <u>Mackenzie District Council:</u> Elected Member Deputy Mayor Rit Fisher, Clr Mark Adams (Alternate); and <u>Waimate District Council:</u> Elected Member Clr Sandy McAlwee Joint Mackenzie District Council and Waimate District Council representative Jamie Eggleton
Chairperson	Clr Stacey Scott
Deputy Chairperson	Mackenzie District Council Clr Rit Fisher
Quorum	One Elected Member from Each Council and Two other appointed members.
Meeting Frequency	
Terms of Reference (2015)	To give effect to the purpose of these Terms of Reference the Councils agree: 1. The Memorandum of Agreement between the Ministry of Works and the Levels, Geraldine, Waimate and Mackenzie County Councils dated 29 November 1960, as amended by amendments dated 1 April 1979 and 28 November 1993, is revoked. 2. The Waimate District Council and Mackenzie District Council will each enact a water services bylaw which has enforcement provisions that are consistent with the enforcement provisions contained in the Timaru District Council's Chapter 7 - Water Services Bylaw. 3. The Councils agree the Timaru District Council shall be appointed as the Downlands Scheme Manager, with responsibilities including, but not limited to: (i) The receiving and processing of applications from the Downlands Scheme's consumers, and prospective consumers, in respect of water to be supplied by the Downlands Scheme. (ii) The ongoing inspection and maintenance of all works comprising the Downlands Scheme. (iii) Investigating and promoting viable means of improving and extending all works comprising the Downlands Scheme. (iv) Investigating and promoting viable means of water treatment and conservation, and any means of obtaining additional water for the Downlands Scheme.

	(iv) Undertaking any other matters that will assist in the efficient, cost effective and productive management of the Downlands Scheme. 4. The Waimate District Council and Mackenzie District Council shall resolve the powers of enforcement, inspection and administration vested in those territorial authorities in relation to the provision of water services (and any other regulatory matter required to assist in the efficient management of the Downlands Scheme) shall be delegated to the Timaru District Council. 5. The Waimate District Council and Mackenzie District Council shall pursuant to the provisions of the Act appoint selected officers or agents of the Timaru District Council to be enforcement officers for the Waimate and Mackenzie Districts. The Waimate District Council and Mackenzie District Council shall also issue warrants, as required by the Act, to those selected enforcement officers stipulating their powers in relation to the administration of the Downlands Scheme. 6. The formation of the Downlands Committee and the means of appointing its member and office holders are set out in clause 1 and 2 of the Agreement in Relation to Joint Committee executed by the Councils. 7. The members of the Downlands Committee may meet together for the despatch of business, adjourn or otherwise regulate their meetings as they think appropriate. 8. The Downlands Committee shall supply agendas to their members detailing the business to be brought before that meeting together with relevant attachments which must be sent to every member not less than two clear working days before the day appointed for the meeting. 9. Questions arising at any meeting of the Downlands Committee shall be decided by a majority of votes of those present, each member having only one vote. In the case of an equality of votes, the chairman shall have a casting vote. If the standing orders of any of the Councils do not provide for the Downlands Committee Chairman to have a casting vote, each Council shall amend its standing orders accordingly. 10. The quorum necessary for the transaction of business of the Downlands Committee shall consist of each elected member of the Councils and two (2) other appointed members. 11. The Downlands Committee shall keep minutes recording: (a) The names of the members present at each meeting; and (b) All resolutions and proceedings at all meetings of the Downlands Committee. 12. The Downlands Committee may provide any advice and develop and recommend any strategies, policies and procedures necessary to assist the Timaru District Council in fulfilling its responsibilities as the Downlands Scheme Manager.
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	13. All members of the Downlands Committee shall be remunerated by their respective appointing Council. 14. The Councils each resolve to undertake to collect all monies in relation to water supplied by the Downlands Scheme within its district, which will be accounted for and forwarded to the Timaru District Council for payment into a nominated bank account operated in accordance with any local authority accounting regulations presently in force.
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Joint Shareholders Committee	
Type of Committee	Joint Committee of the Shareholders (Joint Councils)
Legislative basis	The Joint Shareholders Committee ("the JSC") is a joint committee of the Timaru and Mackenzie District Councils (collectively referred to as "the Councils") established pursuant to the provisions of the Local Government Act 2002.
Membership	Timaru District Council: Mayor Nigel Bowen, Clr Graeme Wilson, Clr Michelle Pye and Clr Stacey Scott (Alternate) Mackenzie District Council: Mayor Scott Aronsen, Clr Rit Fisher, Clr Mark Adams and Clr Sue Allen (Alternate)
Chairperson	Timaru District Council Mayor Nigel Bowen
Deputy Chairperson	Mackenzie District Council Clr Mark Adams
Quorum	A total of four elected members or appointed alternates, with a least two members being from each Council. Where the JSC is providing a forum for the Shareholders to meet and exercise their powers in relation to the Company, the requirements of the Company's constitution and shareholders' agreement will prevail.
Alternate Appointees	Each Council to the JSC must have an alternate appointed by the relevant Shareholder. The alternate may attend and vote at meetings of the JSC, but only if a primary member from their Council is unable to do so.
Liaison Attendees	The shareholders are supportive of attendance by neighbouring Councils from within the Canterbury region attending the JSC's meetings, receiving agendas, being engaged on significant proceedings, and encouraged to participate in the JSC's proceedings. The following Councils will be invited to nominate a liaison attendee (and when required nominee) to attend non Public Excluded meetings of the JSC, and engage as appropriate in the business of the JSC: • Waimate District Council • Ashburton District Council • Waitaki District Council The liaison attendee is not a member of the JSC, and has no additional rights as a result of this invitation.
Meeting Frequency	As scheduled by the Committee

Terms of Reference	
Primary Purpose	Govern as shareholders their Company which provides Water Services for the combined districts of Timaru District Council and Mackenzie District Council, and the relevant aspects of the Downlands water scheme. - Specifically the JSC is established to: - coordinate shareholder activity, and to exercise the rights and responsibilities delegated to the JSC by the Councils; and - Review and comment on the Water Organisation's Water Services Strategy; and - hold the board to account for strategy and performance by seeking board explanation of, and responsibility for, WO Strategy, performance, and how they have met the JSC's Statement of Expectations; and - safeguard the WO's purpose, outcomes and values as reflected in the Shareholders Agreement, Constitution and Statement of Expectations; and - perform the functions and make the decisions necessary to fulfil the JSC's responsibilities listed below.
Secondary Purpose	Coordinate between the Councils and neighbouring territorial authorities in the Canterbury Region, and advise shareholders on opportunities and options to progress possibilities around: - shared services, and professional collegiality in water service delivery - the Downlands Water Scheme - spatial planning and co-ordination of infrastructure planning and delivery - opportunities arising from the Simplifying Local Government reforms
Project Purpose	Provide governance oversight of the project to establish the WO, specifically: - To establish and then enable a working group called the "Council Establishment Group (CEG)" to provide elected member oversight of the project. - To resolve Project matters brought to it for decision making in accordance with the Commitment Agreement, and any subsequent Council direction.
General Purpose	Provide a forum for shareholder representatives to meet, discuss and coordinate on relevant issues and, through their representatives, exercise their powers in respect of the Company.
Governance oversight responsibilities	Governance oversight of the Company, including by: - Receiving and considering the half-yearly and annual reports of the Company; - Receiving and considering other information from the Company the JSC may request on behalf of the Shareholders and/or receive from time to time; - Undertaking performance and other monitoring of the Company; - Considering and providing recommendations to the Shareholders on proposals from the Company;

	5 Providing co-ordinated feedback, and recommendations as needed, on any matters requested by the Company or any Shareholder; 6 Prepare draft Statement of Expectations (including an interim Statement of Expectations) for review and comment by the WO, consider comments, and adopt and provide the final Statement of Expectations to the WO in accordance with the process published under s 229 of the Local Government (Water Services) Act 2025; 7 Receiving and considering recommendations from the Company to the Shareholders regarding the draft Statement of Expectations; 8 Agreeing when Shareholder meetings, or resolutions in lieu of Shareholder meetings, are required, without prejudice to Shareholder and board rights to call meetings under the Company's constitution; 9 Seeking and interviewing candidates for the Company's board as needed and approving director appointments and/or removals in accordance with the shareholders agreement, its skills matrix, and any other relevant policy; 10 Approving the remuneration of directors of the Company; 11 Monitoring the performance of the board of the Company; and 12 Providing recommendations to the Shareholders regarding changes to these terms of reference, the Shareholders' Agreement and the constitution of the Company.
Shareholders' Responsibilities	To the extent that each Shareholder delegates its relevant powers to the JSC member it appoints, the JSC will provide a forum for the Shareholders to meet and exercise their powers in relation to the Company.
Decision Making	The JSC will strive to make all decisions by consensus. In the event that a consensus on a particular matter before the JSC is not able to be reached, each member of the JSC has a deliberative vote. In the situation where there is an equality of votes cast on a matter, the Chairperson does not have a casting vote and therefore the matter subject to the vote is defeated and the status quo is preserved. Other than for those matters for which the JSC has effective decision-making capacity through these terms of reference, each Shareholder retains its full powers to make its own decisions on matters referred to it by the JSC.
Remuneration	Each Shareholder will be responsible for remunerating its representative on the JSC for any costs associated with that person's membership of the JSC.
Administration	Reports to be considered by the JSC may be submitted by any of the Shareholders or the Company
Code of conduct and standing orders	The following will apply to the members of the JSC: • the Timaru District Council's Standing Orders, and • the Timaru District Council's Code of Conduct with the addition of cl 2 "Te Tiriti o Waitangi" provisions from the Mackenzie District Council.
Audio Visual Link	For clarity members have the right to attend by audio visual link, subject to the standing orders, and will be counted for the purposes of a quorum.

Variation	These Terms of Reference may be amended by agreement of the Shareholders.
Delegations	Governance oversight responsibilities - Each Shareholder will delegate to the JSC the responsibilities and powers necessary to participate in and carry out the JSC governance oversight responsibilities. Shareholders' responsibilities - Each Shareholder will delegate to its appointed JSC Representative and, in accordance with these terms of reference, that person's alternate, all responsibilities and powers in relation to the agreement of: - when Shareholder meetings, or resolutions in lieu of Shareholder meetings, are required (without prejudice to Shareholder and Board rights to call meetings under the Company's constitution); and - the appointment, removal and remuneration of directors.

Specific Role Descriptions and Delegations

Mayor

4.6 Civil Defence Emergency

- 4.6.1 In the event of a Civil Defense Emergency, the Chief Executive, in consultation with the Mayor (or their representative) can approve unbudgeted expenditure up to \$2,000,000.

4.7.4 Bank Accounts

Authorised to operate Timaru District Council Mayor's Welfare accounts.	Any two of the following: Mayor Deputy Mayor Chief Financial Officer Executive Support Manager
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4.7.15 Donations

Authority to approve NZ Representative and Quick Response Grants as per the Community Funding Policy.	The Mayor with General Manager Corporate
Authority to allocate the Russell Hervey Library Fund for the purposes of the Timaru District Library.	General Manager Gallery, Libraries, Archives and Museum together with Chief Financial Officer and the Mayor.

5.13 [Civil Defence Emergency Management Act 2002](#)

12, 13	Obligation to form and for the Mayor or the Mayor's nominee to be a member of a Civil Defence Emergency Management Group.	Mayor or nominee
25	Power to declare a state of local emergency and the Power to declare a local transition period (after a declaration of a state of local emergency has been declared)	Mayor (or Deputy Mayor in the Mayor's absence) or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)
68, 71, 72	Power to declare, extend and terminate a state of local emergency.	Mayor (or Deputy Mayor in the Mayor's absence) or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)

Non Statutory

6.7 Councillor conferences and training

Description:	Delegation:
Approval to attend conferences or training events.	Mayor

6.8 Council Seal

Approving any document under seal	The Mayor, (or in their absence, any Councillor); and the Chief Executive, or, any General Manager)
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6.27 Submissions

Submissions to central government and other external agencies where the content of the submission aligns with the responsibility of the standing committee. Submissions may be approved by the Chair and Deputy Chair where timeframes do not allow for approval by the Standing Committee or Council.	Chair/Deputy Chair Mayor/Deputy Mayor
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6.28 Voting

Authority to cast a vote on behalf of the Council where Council has voting rights.	Mayor or any Councillor or the Chief Executive where delegated by the Mayor
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Deputy Mayor

4.7.4 Bank Accounts

Authorised to operate Timaru District Council Mayor's Welfare accounts.	Any two of the following: Mayor Deputy Mayor Chief Financial Officer Executive Support Manager
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5.13 [Civil Defence Emergency Management Act 2002](#)

25	Power to declare a state of local emergency and the Power to declare a local transition period (after a declaration of a state of local emergency has been declared)	Mayor (or Deputy Mayor in the Mayor's absence) or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)
68 , 71 , 72	Power to declare, extend and terminate a state of local emergency.	Mayor (or Deputy Mayor in the Mayor's absence) or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)

6.27 Submissions

Submissions to central government and other external agencies where the content of the submission aligns with the responsibility of the committee. Submissions may be approved by the Chair and Deputy Chair where timeframes do not allow for approval by the Committee or Council.	Chair/Deputy Chair Mayor/Deputy Mayor
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Chairperson Development and Growth Committee5.46 [Resource Management Act 1991](#)

58I and 58J	Ability to amend each of its documents as directed by a national planning standard and take any action that is directed by a national planning standard, and to do so within the time specified	Planning Manager in conjunction with the Chairperson of the Development and Growth Committee
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Chief Executive

Delegations to Chief Executive

3.1 Role of the Chief Executive

3.1.1 The Chief Executive is responsible for:

- a. *Implementing the decisions of the local authority.*
- b. *Providing advice to members of the local authority and to its community boards.*
- c. *Ensuring that all responsibilities, duties, and powers delegated to them, or to any person employed by the local authority, or imposed or conferred by an Act, regulation, or bylaw, are properly performed or exercised.*
- d. *Ensuring the effective and efficient management of the activities of the local authority.*
- e. *Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority.*
- f. *Providing leadership for the staff of the local authority.*
- g. *Employing, on behalf of the local authority, the staff of the local authority (in accordance with any remuneration and employment policy).*
- h. *Negotiating the terms of employment of the staff of the local authority (in accordance with any remuneration and employment policy).*

1.3.2 The Chief Executive is responsible for ensuring, as far as practicable, that the management structure of the local authority:

- a. *Reflects and reinforces the separation of regulatory responsibilities and decision-making processes from other responsibilities and decision making processes.*
- b. *Is capable of delivering adequate advice to the local authority to facilitate the explicit resolution of conflicting objectives.*

2.2 Delegations by Chief Executive

1.1.5 The Chief Executive may delegate to any other officer of the Council any of their powers except any power that the law requires the Chief Executive to exercise.

1.2.5 For the purpose of performing their duties, the Council delegates to the Chief Executive all of its responsibilities, duties and powers to act on any matter, subject to the restrictions (if any) set out in these terms of reference or Council resolution.

- 1.3.5 Delegations to the Chief Executive exclude any power, responsibility or duty that has been expressly retained by Council, or expressly delegated to a Community Board, Committee, Subcommittee (including an Officer Subcommittee) or Hearing Panel.
- 1.4.5 The Chief Executive may sub-delegate any of their responsibilities, duties, or powers except any power that the law requires the Chief Executive is to exercise.

2.4 Temporary Delegations

- 2.1.5 The Chief Executive may appoint Council officers in an acting role, so that that officer will then be charged with the duties associated with that acting role, and will receive the delegated powers, duties and responsibilities relevant to the position in which they are acting.

3.4 Power of Chief Executive to appoint enforcement officers and issue warrants

- 3.1.5 The Chief Executive has the power to appoint enforcement officers, authorised officer, authorising officers, and/or any other type of officers specified or defined in local government legislation that the Council must administer and/or enforce.
- 3.2.5 The Chief Executive has the power to issue warrants to staff and contractors/consultants carrying out Council business.
- 3.3.5 The form of the warrants issued to Council officers will be determined by decision of the Chief Executive from time to time.
- 3.4.5 A list of current warrants must be maintained for the Chief Executive by the Commercial and Strategy Group.
- 3.5.5 The Chief Executive will report to Council on any new or changed warrants on an annual basis.

Introduction

General

- ~~1.1~~ These are the Terms of Reference (TOR) and delegations for the Timaru District Council, and its committees, subcommittees and joint committees.
- ~~2.2~~ It also sets out the responsibilities of and delegations to particular roles, including the mayor, deputy mayor, and chief executive.
- ~~3.3~~ Timaru District Council's functions are wide-ranging and include powers and functions under many statutes and regulations. It would be impossible for the full Council to deal with everything itself. Delegation to committees, subcommittees, individual elected members, chairperson(s), deputy chairperson(s), and officers is necessary for the Council to be efficient, effective, and appropriate for achieving its objectives of service delivery.
- ~~4.4~~ These terms of reference will ensure the Council that its powers and functions are exercised at an efficient, effective and appropriate level.
- ~~5~~ A delegate is not obliged to exercise a power or delegated function. If a delegate considers that the circumstances support a power or function's referral back to a delegatee then explicit provision is made for this.
- ~~6~~ Amendments to these terms of reference will be maintained as an appendix.

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Committees

- ~~6.7~~ Committee includes, in relation to Council:
 - ~~a.~~• A committee comprising all or some of the members of Council;
 - ~~b.~~• A standing committee or special committee appointed by Council or the Mayor;
 - ~~c.~~• A joint committee appointed under cl 30A of sch 7 of the LGA 2002; and
 - Any subcommittee of a committee described in (a), (b) and (c).
- ~~7.8~~ The terms of reference and delegations to committees and subcommittees are set out in full in this document. In respect of these committees:
 - ~~a.~~• The committees have no decision-making powers other than those set out in these terms of reference.
 - ~~b.~~• Any committee may request expert advice through the Chief Executive where necessary.
 - ~~c.~~• The committees may make recommendations to their governing committee or Council, or chief executive as appropriate.

Council

Council has many functions, powers and responsibilities, which for efficiency and effectiveness are delegated to Committees, other subordinate decision-making bodies, community boards, an elected member, or the Chief Executive.

Council	
Chair	Mayor Nigel Bowen
Deputy Chair	Deputy Mayor Scott Shannon
Membership	All ten elected members
Quorum	Five
Meeting Frequency	Monthly
Decision making powers	The following powers are unable to be delegated: ~~1.1~~ The power to make a rate;~~1~~ ~~2.2~~ The power to make a bylaw;~~2~~ ~~3.3~~ The power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term plan;~~3~~ ~~4.4~~ The power to adopt a long-term plan, annual plan, or annual report;~~4~~ ~~5.5~~ The power to appoint a chief executive;~~5~~ ~~6.6~~ The power to adopt policies required to be adopted and consulted on under this Act in association with the long-term plan or developed for the purpose of the local governance statement;~~6~~ ~~7~~ The power to adopt a remuneration and employment policy; ~~and~~ The power to transfer responsibility for water service delivery under the Local Government (Water Services) Act 2025 ~~8~~ . The Council has also decided to retain, and not delegate the following powers: ~~8.9~~ The power to appoint and discharge the Deputy Mayor;~~8~~ ~~9.10~~ The power to approve or amend the Code of Conduct for elected members;~~9~~ ~~10.11~~ The power to approve or amend the Council's Standing Orders;~~10~~ ~~11.12~~ The power to establish a joint committee with another local authority or other public body;~~11~~ ~~12.13~~ The power to make the final decision on a recommendation from the Ombudsman where it is proposed that Council does not accept the recommendation;~~12~~

	~~13-14~~ The power to establish and determine the structure, terms of reference, and delegated authorities of committees;:- ~~14-15~~ Any other matter which from time to time may not legally be delegated by the Council;:- ~~15-16~~ The powers and duties conferred or imposed on the local authority by the Public Works Act 1981 to acquire land compulsorily;:- ~~16-17~~ Approval of a Long-Term Plan or Annual Plan consultation document prior to community consultation;:- ~~17-18~~ Approval of a draft bylaw prior to community consultation;:- ~~18-19~~ Resolutions required to be made by a local authority under the Local Electoral Act 2001, including the appointment of Electoral Officer;:- ~~19-20~~ The power to appoint elected member Council representation on any body;:- ~~20-21~~ The power to authorise or otherwise commit the Council to any expenditure exceeding that in the current Annual Plan / Long Term Plan;:- ~~21-22~~ The power to cease any significant activity or to start any new significant activity;:- ~~22-23~~ The making of submissions in consultation with Council Officers where appropriate to any external body where the subject of the submission is not the responsibility of a standing committee;:- ~~23-24~~ Adoption of the Local Governance Statement;:- ~~24-25~~ Adoption of the Triennial Agreement;:- ~~25-26~~ Power to sell or dispose of parks, reserves and endowment properties. ~~26~~ Power to approve leases over <u>twenty</u> five years in term, including any renewals, <u>or where the value of the property being leased exceeds \$500,000 or where the lease is significant</u>;:- ~~27~~ ~~27~~ Road Naming;:- ~~28~~ ~~1~~ Removal of healthy, mature, or high-profile trees;:- ~~29~~ ~~28~~ <u>The power, as a water service provider, to enter significant contracts, arrangements or change proposals for water service delivery;</u> ~~30~~ ~~31~~ <u>The power to delegate water services bylaw powers and functions as per the Local Government (Water Services) Act 2025 to committees, officers, or a water organisation;</u> ~~32~~ <u>Power to initiate an Iwi Participation Agreement/ Mana Whakahono a Rohe (MWR) or enter into negotiations regarding a MWR if iwi initiated, determine the contents of the MWR, and to determine</u>
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	<u>disputes that arise in course of negotiating MWR under sections 58M, 58O, 58P, 58Q, 58R, 58S, 58T of the Resource Management Act 1991 (RMA);</u> <u>33 Power to review policies and processes to ensure they are consistent with the Iwi Participation Agreement/Mana Whakahono a Rohe (MWR), and to undertake reviews of the MWR as required (S58T RMA);</u> <u>34 Decision to use the streamlined planning process to prepare a planning instrument (s80C RMA);</u> <u>35 Power to apply to the Environment Court for a rule to have legal effect from date other than standard date (s86D RMA); and</u> <u>36 The approval of a plan or change to a plan (Sch.1, Part 1, Cl 17 RMA)</u>
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Committees

Expectations of Committees

Within the scope of a committee's function, each committee is expected to:

- 1 Observe and pursue the goals, objectives and strategies in any strategic plan adopted by the Council.
- 2 Maintain regular communications with other committees and the Council to ensure that the widest possible good is achieved for the community.
- 3 Ensure appropriate consultation and communication is undertaken with the community and agencies affecting the activities of the committee.
- 4 Monitor and respond to changes in legislation governing their area of responsibility.
- 5 Support Council Officers in the achievement of programmes and projects contained in the Long-Term Plan and Annual Plans.

General decision-making powers for the new Committees

To enable the new committees to operate fully, a general set of decision-making powers are provided:

- 7 Appoint a deputy chairperson.
- 8 Maintain minutes detailing any committee decisions.
- 9 Perform their responsibilities, within the approved Long T-term Plan and Annual Plan budgets.
- 210 Develop, monitor, and review strategy and policy; and make recommendations to Council.
- 311 Recommend service level changes and new initiatives to the Council as part of the long-term plan and annual plan processes.

- ~~4~~12 Ensure appropriate consultation and communication is undertaken with the community and agencies affecting the activities of the committee.
- ~~5~~13 Approve any consultation processes where committee approval is required, the committee has directed officers to seek approval, or the ~~C~~chief ~~E~~xecutive considers it appropriate to seek committee approval.
- ~~6~~14 Approve submissions to external bodies/organisations on legislative and regulatory proposals except:
- ~~6.1-14.1.~~ If there is insufficient time for the matter to be determined by the committee before the submission 'close date', in which case the submission can be agreed by the relevant committee ~~C~~hairperson, ~~D~~eputy ~~e~~Chairperson, ~~M~~ayor and ~~C~~chief ~~E~~xecutive (and all ~~C~~ouncillors must be advised of the submission and provided copies if requested).
- ~~6.2-14.2.~~ If the submission is of a technical and operational nature, in which case the submission can be approved by the chief executive (in consultation with the relevant committee chair and deputy chair prior to lodging the submission).
- ~~6.3-14.3.~~ During the formal pre-election period, in which case submissions are approved by the chief executive.
- ~~7~~15 Develop and approve the statement of proposal for new or amended bylaws for consultation.
- ~~8~~16 Recommend to Council new or amended bylaws for adoption.
- ~~9~~17 Establish any subcommittee and approve its terms of reference.
- ~~10~~18 Consider and make decisions usually within the chief executive's delegations that the chief executive has referred to the committee for decision making.
- ~~11~~19 Perform the responsibilities of another committee, where it is necessary to make a decision prior to the next meeting of that other committee.
- ~~12~~20 Discuss and approve a forward agenda for the committee.
- ~~13~~21 Approve applications for temporary road closures under para 11(e) of schedule 10 of the LGA 1974, and funding, and then recommend to Council for final approval.

Audit and Risk Committee

Audit and Risk Committee	
Type of Committee	Council Committee
Subordinate to	Council
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>

Membership	• ~~The Mayor,~~ • ~~Bruce Robertson (Independent Chairperson),~~ • ~~Deputy Mayor (Deputy Chairperson),~~ • ~~Chairperson of Strategic Planning Committee (Clr Michelle Pye),~~ • ~~two additional Councillors (Clr Graeme Wilson and Clr Stacey Scott) and~~ • Janice Fredric (Independent Member) <i>This committee will have at least one and up to two External Appointees (one of whom shall be appointed the Chairperson).</i> <i>The Chairperson may invite other elected members to attend meetings of this Committee as observers.</i>
Chairperson	Independent Member Bruce Robertson
Deputy Chair	~~Deputy Mayor Scott Shannon~~
Quorum	Three – including at least one independent member
Meeting Frequency	~~Quarterly~~
Functions	~~1 Liaise with external auditors, including review of the audit plan, and review of audit findings.~~ ~~2 Rreview the Accounting Policies, Annual Report, the Audit Report, and be involved in any special audits or discussions with the appointed auditor on technical matters; and~~ ~~3 Rreview the internal audit programme and any internal audit findings; and~~ ~~4 Rreview Council's insurance programme and make recommendations to Council and/or the Commercial and Strategy Committee in relation to renewals;~~ ~~5 Pprovide oversight of legal risks, claims or proceedings provided (excluding the approval of any legal settlements); and~~ ~~6 Rrecommend the Annual Report to the Council for adoption; and~~ ~~7 Pprovide oversight of compliance with statutory responsibilities relating to financial responsibilities; and~~ ~~8 Rreview risk including technical insurance matters and participation in national risk management practices, health and safety risk management and implementation of risk management processes; and~~ ~~9 mMonitoring of corporate risk assessment and the internal controls instituted; and~~ ~~10 Nnote any strategic risk be referred to Councilthe Commercial and Strategy Committee.~~
Delegations	<u>The Council delegates the following general powers, duties and responsibilities:</u> 1 The Audit and Risk Committee provides oversight on behalf of Council, and provides advice and makes recommendations to Council (and/or

	other Committees) but is not authorised to make decisions on behalf of Council; ~~and~~. ~~2.2~~ To appoint a Deputy Chair~~person~~.
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Development and Growth Committee

Development and Growth Committee	
Type of Committee	Council Committee
Subordinate to	Council
<u>Subordinate Committees</u>	<u>None</u>
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (<u>LGA</u>)
Membership	~~7~~ Mayor Nigel Bowen (s 41A(5) LGA 2002). ~~8~~ Deputy Mayor Scott Shannon (Chairperson). ~~9~~ Four Councillors (Clr Peter Burt, Clr Owen Jackson, Clr Chris Thomas and Clr Philip Harper)
Chairperson	Deputy Mayor Scott Shannon
<u>Deputy Chairperson</u>	<u>Clr Peter Burt</u>
Quorum	Three
<u>Meeting Frequency</u>	<u>Monthly</u>

Functions	♦<u>1</u> Development capacity planning; ♦<u>2</u> Infrastructure capacity assessment including asset management planning; <u>3</u> Monitoring demand and supply of ~~housing-residential, commercial and business-industrial~~ land; ♦<u>4</u> Future Development Strategy and regional development planning; ♦<u>5</u> Corridor management; ♦<u>6</u> Resource Management Act 1991; ♦<u>7</u> Building Act 2004; ♦<u>8</u> Natural hazards, resilience, natural environment reporting and climate change; ♦<u>9</u> Land Transport Act 1998 and Regional Land Transport planning; ♦<u>10</u> Economic development and tourism (including, <u>to the extent relevant inputs into Council Controlled Organisation (CCO) /Council Controlled Trading Organisation (CCTO) CCO/CCTO-oversight</u>); ♦<u>11</u> Department of Internal Affairs benchmarking; ♦<u>12</u> Monitor <u>Long Term Plan</u>TP Infrastructure Strategy delivery; <u>13</u> ~~Develop and recommend infrastructure strategy, including the requirements set out at s 101B of the LGA 2002; and~~ <u>14</u> <u>Provide direction on the resolution of appeals of the Proposed District Plan.</u>
Delegations	The Council delegates <u>to the Development and Growth Committee</u> the following general powers, duties and responsibilities: ~~1-1~~ General decision-making powers for committees; <u>2</u> Approve <u>significant</u> traffic resolutions effecting changes to road usage under the Parking or Traffic Bylaws, <u>or traffic resolutions referred to it by the Chief Executive, and through sub-delegation the General Manager Land Transport, who are otherwise authorised to act as the road controlling authority; and-</u> ~~2-3~~ <u>The Chairperson will be consulted on consent notices to conclude resource consent, or district plan appeals, by the planning manager.</u>

Hearings Committee

Hearings Committee	
Type of Committee	Council Committee
Subordinate to	Council

Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (LGA)
Membership	◆ The Mayor, ◆ Four additional Councillors Cllr Peter Burt, Cllr Michelle Pye, Cllr Scott Shannon, Cllr Stacey Scott. ◆ <i>All Elected Members on this Committee must have completed and passed the appropriate training required by the Resource Management Act 1991.</i>
Chairperson	~~The Mayor~~ Nigel Bowen
Quorum	Two
Meeting Frequency	As required
Delegations	Council delegates to the Hearings Committee the following general powers, decision making powers, duties and responsibilities:~~all of the duties and decision-making powers within the following areas of responsibility:~~ — Resource Management Act 1991 (RMA) ~~2-1~~ Matters relating to hearing and making of decisions on resource consent applications, including joint hearings; and, 2 ~~The making of recommendations on requirements for a designation or heritage order.~~ Delegated Authority to Specifically: 3 Extension of existing use rights and granting of certificate (s10 & s139); 4 Authority to allow certain building work to continue where it has been subsequently made unlawful by a district plan (s10B); 5 Power to extend time periods and requirement to consider matters before extending a time limit (s37 & s37A); 6 Power to direct applicant to provide evidence before hearings; power to make directions about conduct of hearings (s41B & s41C); 7 Power to strike out a submission (s41D); 8 Power to make directions about hearings to protect sensitive information (s42); 9 Powers regarding the preparation commissioning and provision of reports (s42A); 10 The power to commission reports and request further information in respect of a resource consent application and to set a time that the applicant has to provide the information and tell the applicant of that time (s92, s92A & s92B); 11 The power to determine whether a consent application should be publicly or limited notified and all considerations/decisions needed within these sections (s95, s95A, s95B, s95C, s95D, s95E, s95F and s95G); 12 Authority to determine issues concerning joint considerations by two or more consent applications in relation to the same proposal (s102 and s103);

	<u>13 Duty to take matters into consideration and to exclude other matters when considering an application (s104);</u> <u>14 Power to determine resource consent applications and impose conditions on resource consent;</u> <u>15 Power to decline subdivision consent. Power to impose a bond as one of the conditions on resource consent. Conditions relating to bonds, power to enter on to land to ensure work for which bond is given, is being completed. Recording reasons for decisions on resource consent applications in writing. Power to impose conditions on subdivision consents. Authority to vary or cancel a condition specified in a consent notice. Authority to receive and consider an objection, require further information, commission a report and determine the objection (s104A, s104B, s104C, s104D, s105, s106, s108, s108AA, s108A, s109, s113, s220, s221(3), s357C, s357CA and s357D);</u> <u>16 Power to grant extension of period after which a consent will lapse (s125);</u> <u>17 Power to change or cancel conditions imposed on a resource consent, power to change the conditions of a resource consent on a review under s128, to give notice of a review, or to cancel resource consent (s127, s128, s129, s130, s131, and s132);</u> <u>18 To issue an amended resource consent that corrects minor mistakes or defects in the consent (s133A);</u> <u>19 Power to determine whether to publicly notify Council's notice of requirement for a designation, and to either confirm, modify, impose conditions or withdraw the requirement (s168A);</u> <u>20 Power to determine whether to publicly notify a notice of requirement for a designation (s169);</u> <u>21 The making of a recommendation on a notice of requirement for a designation (s171);</u> <u>22 Power to determine whether to publicly notify Council's notice of requirement for a heritage order and power to make decision on Council's notice of requirement for a heritage order (s198A and s191);</u> <u>23 Power to hear and make recommendations and/or decisions on notice of requirements (Sch.1 Part 1, Cl 9);</u> <u>24 Power to hear and make recommendations on provisions and matters raised in submissions (Sch. 1, Part 1, Cl 10);</u> <u>25 Power to amend an operative policy statement or plan to correct minor errors (Sch. 1, Part 1, Cl 20A); and</u> <u>26 Power to hear and consider a plan or change, and make recommendations on such plan change requests (Sch. 1, Part 2, Cl 29(4)).</u> <u>The delegations to this committee do not derogate from the existing or future delegations of these powers to Hearings Commissioner(s) or the Planning Manager.</u> Other ~~3-27~~ To appoint a Deputy Chairperson;- ~~4-28~~ To establish a Sub-committee;-
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	~~5.29~~ Consideration of any matter relating to applications or enforcement action referred to the Committee by the Group Manager Regulatory;~~:-~~ ~~6.30~~ Matters relating to hearings under the provisions of the Dog Control Act 1996;~~:-~~ ~~7.31~~ To review any objections to existing or proposed road encroachments and authority to make a final decision; ~~and:-~~ ~~32~~ Any other matter that requires Council to hold a hearing that the Mayor refers to the Hearings Committee. ~~8:-~~
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People Performance and Appointments Committee

People Performance and Appointments Committee	
Type of Committee	Council Committee
Subordinate to	Council
<u>Subordinate Committees</u>	<u>None</u>
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (<u>LGA</u>)
Membership	• ~~Mayor~~ Mayor Nigel Bowen (Chairperson);~~:-~~ • ~~Deputy Mayor~~ Deputy Mayor Scott Shannon;~~:-~~ • ~~Five~~ ~~four~~ Councillors (Clr Peter Burt, Clr Michelle Pye, Clr Graeme Wilson, Clr Stacey Scott) <i>The Chair may invite independent members of the Audit and Risk Committee to attend meetings of this Committee as observers. All Elected Members may attend.</i>
Chairperson	~~The~~ Mayor <u>Nigel Bowen</u>
<u>Deputy Chairperson</u>	<u>Deputy Mayor Scott Shannon</u>
Quorum	Three
<u>Meeting Frequency</u>	<u>Quarterly</u>
Function	• <u>1</u> Appoint new director and trustee appointments in accordance with the Council's External Governance Appointments Policy, and provide a recommendation to Council • <u>2</u> Communicate between Council and the Chief Executive on industrial and employment issues and Chief Executive performance.

Delegations	<u>The Council delegates to the People Performance and Appointments Committee the following general powers, duties and responsibilities:</u> ~~3.1~~ General decision-making powers for committees; ~~4.2~~ Delegated authority to conduct the process for new director and trustee appointments in accordance with the Council External Governance Appointments Policy and provide a recommendation to Council; ~~5.3~~ Delegated authority to provide a means of communication between Council and the Chief Executive on industrial/staff issues, and deal with contractual matters between Council and the Chief Executive; ~~and~~ ~~4~~ ~~4.~~ Delegation to Chair of Director and Trustee Appointment Committee to co-opt and appoint additional member in the event of a conflict or perceived conflict of interest.
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Projects and Procurement Committee

Projects and Procurement Committee	
Type of Committee	Council Committee
Subordinate to	Council
<u>Subordinate Committees</u>	<u>None</u>
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>
Membership	~~•~~ Mayor Nigel Bowen (s 41A(5) LGA 2002); ~~•~~ Clr Stacey Scott (Chairperson); ~~•~~ Five Councillors (Clr Stu Piddington, Clr Graeme Wilson, Clr Owen Jackson, Clr Peter Burt, Clr Chris Thomas)
Chairperson	Clr Stacey Scott
<u>Deputy Chairperson</u>	<u>Clr Stu Piddington</u>
Quorum	Four
<u>Meeting Frequency</u>	<u>Monthly</u>
Function	~~•~~ <u>1</u> As directed by Council <u>resolution to</u> govern the progression of significant projects ~~from budget approval~~ to post-delivery reporting <u>including Theatre Royal and Museum Redevelopment and the Aorangi Park Redevelopment projects;</u> <u>2</u> Approve procurement strategies for significant projects;

	<u>3 Endorse business cases for projects prior to council approval;</u> <u>4 Accept tenders within its delegated authority;</u> <u>5 Monitor significant capital projects and their progression for the duration of the project;</u> <u>6 Monitor contract approvals and costs on a quarterly basis;</u> <u>7 Approve scope change or variations to current projects;</u> <u>Provide governance oversight of the Theatre Royal and Museum Redevelopment and the Aorangi Park Redevelopment projects, including monitoring progress, risk and budget and reviewing project reporting</u> <i>Noting that unless otherwise provided for, Council retains the power to approve funding for all significant business case decisions, and any significant changes in service</i>
Delegations	The Council delegates <u>to the Projects and Procurement Committee</u> the following general powers, duties and responsibilities: —General decision-making powers for committees <u>1</u> : ~~2~~—Accept tenders in conjunction with the Chief Executive for items <u>and</u> projects approved in the Council's Budget exceeding \$750,000 (GST Excl.) <u>(Delegation 4.2.2);</u> <u>2</u> ~~1,3~~ Approve ~~the~~ procurement strategy for significant projects presented to the Committee in accordance with Council policy;~~:-~~ ~~2. the responsibility to progress the Theatre Royal and the Stadium Project in accordance with its terms of reference, and for that purpose to establish project steering groups for these projects, and receive reporting~~ <u>4</u> Recommend the Procurement Policy to Council for approval; <u>5 Approve significant scope change or variations relevant to the size of the project, up to the value of \$50,000 where the change falls within the original Council approved project cost;</u> <u>6 Delegate to the Chairperson the authority to approve variations or scope changes to the value of \$10,000 where the decision cannot wait until the next meeting; and</u> ~~3,7~~ <u>Oversee delivery of the Theatre Royal and Museum Redevelopment and the Aorangi Park Redevelopment projects, including reviewing project reporting and approving scope, budget or timeframe changes within the Committee's delegated financial limits.</u>

Strategic Planning Committee

Strategic Planning Committee	
Type of Committee	Council Committee

Subordinate to	Council
<u>Subordinate Committees</u>	<u>None</u>
Legislative basis	Committee established pursuant to s 41A (3) of the Local Government Act 2002 and appointed under cl 30 of Schedule 7 of the Local Government Act 2002 (<u>LGA</u>).
Membership	• ~~Mayor Nigel Bowen (s 41A(5) LGA 2002)~~; • ~~Clr Michelle Pye (chairperson)~~; • ~~Four councillors (Clr Stacey Scott, Clr Graeme Wilson, Clr Philip Harper, Clr Stu Piddington)~~
Chairperson	Clr Michelle Pye
<u>Deputy Chairperson</u>	<u>Clr Graeme Wilson</u>
Quorum	Three
<u>Meeting Frequency</u>	<u>Monthly</u>
Function	1 ~~Development and Monitoring of the Council's Long Term Planning and Annual Planning~~ 2 ~~Monitoring Financial and of non-financial performance oversight in relation to the Council's Long Term Plan and Annual Plan;~~ 3 ~~Monitoring Financial performance oversight including operating and capital expenditure, revenue and expense, debt and investments and how they align with Council's financial strategy;~~ ~~Provide s~~ <u>strategic direction for Local Government reforms;</u> 4 ~~Local Water Done Well~~ 5 ~~Shared Service Arrangements;~~ ~~Council Controlled Organisation (CCO) / Council Controlled Trading Organisation (CTO) / WSCCO oversight including the drafting of the Letter Statement of Expectations and reviewing the draft Statement of Intent for adoption, or approval of the response by Council, receiving quarterly reports and/or economic updates and the draft annual report; and~~ ~~Monitoring operating and capital revenue and expense~~ 6 ~~Monitoring LTP financial strategy delivery~~ 7 ~~Developing~~ <u>Develop and recommending</u> recommend financial strategy, including investments, hedging, significant financial assumptions, and debt management requirements set out in s 101A LGA 2002.
Delegations	<u>The Council delegates to the Strategic Planning Committee the following general powers, duties and responsibilities:</u> 1 <u>General decision-making powers for committees;</u>

	<u>2 Draft ~~and Endorse~~ the ~~draft~~ Letter of Expectations and review the Statement of Intent of the CCO/CCTO for recommendation to Council for final approval;</u> <u>3 Receive quarterly reports and/or economic updates of the CCO/CCTO's; and</u> <u>4 Endorse draft CCO/CCTO annual reports.</u>
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District Licensing Committee

Clr Peter Burt, Clr Owen Jackson, Clr Graeme Wilson, ~~Clr Peter Burt and Clr Owen Jackson, and Clr Graeme Wilson.~~

<u>District Licensing Committee</u>	
<u>Type of Committee</u>	
<u>Subordinate to</u>	
<u>Subordinate Committees</u>	
<u>Legislative Basis</u>	
<u>Membership</u>	
<u>Chairperson</u>	
<u>Deputy Chairperson</u>	
<u>Quorum</u>	
<u>Meeting Frequency</u>	
<u>Function</u>	
<u>Delegations</u>	<u>The Council delegates to the District Licensing Committee the following general powers, duties and responsibilities under the Sale and Supply of Alcohol Act 2012:</u> <u>1 All the relevant powers, duties and responsibilities conferred by the Sale and Supply of Alcohol Act and the authority to take appropriate action in exercise of those powers, duties and responsibilities;</u> <u>Delegates specifically to the Chairperson or Commissioner of the District Licensing Committee:</u> <u>2 Acceptance or refusal to accept late applications for special licences.</u> <u>The delegations to this committee do not derogate from the existing or future delegations of these powers to the Chairperson, Commissioner or relevant officers listed in the existing delegation manual.</u>

Community Boards

Temuka Community Board

Type of Committee	Temuka Community Board
Membership	Alison Talbot, Charles Scarsbrook <u>(Chairperson)</u>, John Jackson, Kathy Campbell, Nicola Nimo, <u>Clr</u> ~~Clr~~ Michelle Pye <u>(Temuka – Pleasant Point Ward Councillor)</u> and Clr Scott Shannon <u>(Temuka – Pleasant Point Ward Councillor)</u>
<u>Chairperson</u>	<u>Charles Scarsbrook</u>
<u>Deputy Chairperson</u>	<u>Nicola Nimo</u>
Quorum	<u>Four</u> ~~4~~
<u>Meeting Frequency</u>	<u>Six Weekly</u>
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in ~~its~~ entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	♦<u>1</u> Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the community board;~~:-~~ ♦<u>2</u> Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the community board;~~:-~~ ♦<u>3</u> In the case of the Temuka and Geraldine Community Boards, to make recommendations to the Public Trustee on Thomas Hobson Trust grant applications;~~and~~ ♦<u>4</u> If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.

Pleasant Point Community Board

Type of Committee	Pleasant Point Community Board
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Membership	Amy-Lee Trainor, Anna Lyon <u>(Deputy Chairperson)</u> , Cale Toomey, Kathy Wilkins Leanne Fifield <u>(Chairperson)</u> , Clr Michelle Pye <u>(Temuka – Pleasant Point Ward Councillor)</u> , and Clr Scott Shannon <u>(Temuka – Pleasant Point Ward Councillor)</u>
<u>Chairperson</u>	<u>Leanne Fifield</u>
<u>Deputy Chairperson</u>	<u>Anna Lyon</u>
Quorum	<u>Four</u>
<u>Meeting Frequency</u>	<u>Six Weekly</u>
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in its entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	♦<u>1</u> Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board ~~:-~~ ♦<u>2</u> Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board ~~;~~ <u>and-</u> ♦<u>3</u> If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.

Geraldine Community Board

Type of Committee	Geraldine Community Board
Membership	Andy McKay <u>(Chairperson)</u> , Jan Finlayson, ~~Clr Philip Harper~~ Rachel Wilson, Rosie Woods, Sarah Foley-Smith, Shane Minnear <u>(Deputy Chairperson)</u> and Clr Philip Harper <u>(Geraldine Ward Councillor)</u>
<u>Chairperson</u>	<u>Andy McKay</u>

Deputy Chairperson	<u>Shane Minnear</u>
Quorum	<u>Four</u>
Meeting Frequency	<u>Six Weekly</u>
Functions	A Community Board may make recommendations on any matters relating to Council's Annual Plan, Long Term Plan (in ~~its~~ entirety), Revenue and Policies relevant to the Board's area of responsibility, including review of representation arrangements required under the Local Electoral Act 2001.
Delegations	◆ <u>1</u> Where a Community Rate has been established, to determine how the monies so collected and provided for in the annual budget will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board ~~;~~ ◆ <u>2</u> Where a Community Board has access to strategic funding, to determine how the monies provided will be spent, in accordance with legislation and pursuant to formal written advice from officers presented to a meeting of the Community Board ~~;~~ ◆ <u>3</u> In the case of the Temuka and Geraldine Community Boards, to make recommendations to the Public Trustee on Thomas Hobson Trust grant applications ~~;~~ ~~and~~ ◆ <u>4</u> If the Community Board considers it appropriate to make a submission to an external body / organisation on a matter this must be consulted on with the Chief Executive and raised for determination by the Community Board, within an agenda.

Subordinate decision-making bodies

Local Arts Scheme Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u> Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>
Membership	Two Councillors (Clr Owen Jackson, Clr Scott Shannon), one representative from each of the local Community Arts Councils <u>(Jan Finlayson, Geraldine Arts Council)</u> , up to three Community Representatives <u>(Richard Taylor, Sharleyne Diamond and Kera Baker (Māori Arts Community Representative))</u> ~~O, one whom community representative~~ must have a good knowledge of local Māori arts activities.
Chairperson	~~To be appointed by the subcommittee~~ <u>Clr Owen Jackson</u>
Deputy Chairperson	<u>Jan Finlayson</u>

Quorum	Two <u>with at least one Council Elected Representative present</u>
Meeting Frequency	<u>Thrice annually</u>
Functions	Decision-making on Creative Communities funding applications as per the delegations <u>and Creative New Zealand Guidelines</u> .
Delegations	The Council delegates <u>to the Local Arts Scheme Subcommittee</u> the following general powers, <u>decision making powers</u>, duties and responsibilities <u>in accordance with the Creative New Zealand Guidelines provided they do not conflict with the stated policy of the Council</u>: <u>That in respect of matter requiring financial input:</u> <u>1 Delegated authority to- approve funding within the allocation granted by Creative New Zealand; and allocate funds under the Creative New Zealand rules and appoint up to three community representatives.</u> <u>2 That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority.</u> <u>Other</u> <u>3 To appoint a Chairperson;</u> <u>4 To appoint a Deputy Chairperson;</u> <u>5 Authority to appoint up to three Community Representatives, one whom must have a good knowledge of local Māori arts activities in accordance with the Creative Communities Scheme Administrators Guidelines; and</u> <u>6—Sub-delegation is prohibited.</u> <u>7—To appoint a Chair and Deputy Chair.</u> ~~That subject to the following limitations the Local Arts Scheme Subcommittee shall have power to act in all matters concerning the functions granted by Council provided they do not conflict with the stated policy of the Council.~~ ~~That in respect of matters requiring financial input:~~ ~~1— The subcommittee has the power to approve funding where provision has been made in the annual Budget.~~ ~~That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority.~~ ~~116 Sub-delegation is prohibited.~~

Sister Cities Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u>

	Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (<u>LGA</u>)
Membership	Mayor, Deputy Mayor, one additional Councillor (Clr Peter Burt), the Chief Executive of Venture Timaru (<u>Nigel Davenport</u>), A member of Education South Canterbury (<u>Kerri Doy</u>) and the Community Partnership Team Leader <u>or equivalent role</u> .
Chairperson	~~The Mayor~~ <u>Nigel Bowen</u>
	<u>Deputy Mayor Scott Shannon</u>
Quorum	Three
Meeting Frequency	<u>Quarterly</u>
Functions	Sister City and Friendship relationships.
Delegations	The Council delegates <u>to the Sister Cities Subcommittee</u> the following general powers, duties and responsibilities <u>provided they do not conflict with the stated policy of the Council</u>: — delegated authority to conduct the existing Sister City and Friendship relationships within budget and to appoint special purpose working parties to assist with those relationships. <u>1</u> ~~To appoint a Deputy Chair.~~ ~~12 — That subject to the following limitations the Sister Cities Subcommittee shall have power to act in all matters concerning the functions granted by Council provided they do not conflict with the stated policy of the Council.~~ ~~13 — That in respect of matters requiring financial input:~~ ~~14~~ The subcommittee has the power to approve funding where provision has been made in the annual Budget; <u>and</u>. <u>2</u> <u>3</u> That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. <u>Other</u> ~~15~~ <u>To appoint a Deputy Chairperson; and</u> <u>4</u> ~~16~~ <u>5</u> Sub-delegation is prohibited.

Community Partnerships Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council

Legislative basis	Committee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)</u> ~~Committee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002~~
Membership	The Mayor and an additional Councillor (Clr Owen Jackson), plus a representative from <u>Age Concern South Canterbury, Alpine Energy, Alzheimers South Canterbury, Anglican Care South Canterbury, Arowhenua Runanga, Cancer Society South Canterbury, CCS Disability Action, Citizens Advice Bureau, Connect Church, Department of Corrections, Greypower, Health NZ, Life Church, Mid-South Island Women's Refuge, Ministry of Justice, Ministry of Social Development, Multicultural Aoraki, National Public Health Services, NZ Fire Services (New Zealand Fire and Emergency), NZ Police, Oranga Tamariki, Presbyterian Support South Canterbury, Primary Schools Principals' Association, Refugee Settlement Services, SC Chamber of Commerce, Secondary Schools Principals' Association, South Canterbury Neighbourhood Support, St John, Te Aitarakihi Trust, The Y, Timaru Christian Ministers' Association and Timaru Community Patrol.</u> ~~the New Zealand Police, CCS Disability Action, Primary Schools Principals' Association, Secondary School Principals' Association, Work and Income New Zealand, Timaru Christian Ministers' Association, Greypower, Timaru Community Patrol, Te Aitarakihi Trust, Oranga Tamariki, SC Chamber of Commerce, Arowhenua Runanga, National Public Health Services, Health NZ, St John, NZ Fire Services, YMCA South and Mid Canterbury, Multicultural Aoraki, South Canterbury Neighbourhood support, Age Concern South Canterbury, Alzheimers South Canterbury.~~ Any agency, community group or agency is able to join the meetings
Chairperson	The Mayor
<u>Deputy Chairperson</u>	<u>Maria Parish (Mid-South Island Women's Refuge and Family Safety Services)</u>
Quorum	~~Six with at least one Council Elected Representative present~~ <u>Six including at least one Elected Member</u>
<u>Meeting Frequency</u>	<u>Quarterly</u>
Delegations	Council delegates to the ~~Safer Communities Community Partnerships Subcommittee~~ <u>all of the following duties and decision-making powers within the following areas of responsibilities provided they do not conflict with the stated policy of the Council:</u> <u>1 To appoint a Deputy Chairperson;</u> <u>2 Delegated authority to deal with policy issues and budgetary matters associated with <u>community safety and wellbeing</u>.</u> ~~Crime Prevention; Youth Workers and Project Turnaround.~~ <u>3 To provide, as appropriate, welfare organisation and support during an emergency;</u> <u>4 Authority to appoint or remove any other relevant community group or agency to the subcommittee; and</u> ~~17 To appoint a Deputy Chair.~~ <u>5 Sub-delegation is prohibited.</u>

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Youth Initiatives Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
~~Subordinate Committees~~	~~None~~
Legislative basis	~~1. —~~ Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u> ~~2. Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 (LGA)-~~
Policy Basis	Community Funding Policy <u>adopted 20 January 2025 (#1584961)</u>
Membership	Three Councillors (Clr Stacey Scott, Clr Scott Shannon, Mayor Nigel Bowen), a Youth Services Worker <u>and; with the Subcommittee having authority to select and appoint</u> two youth representatives.
Chairperson	~~To be appointed by the Subcommittee members~~ <u>Mazaiah Tuala (Youth Representative)</u>
~~Deputy Chairperson~~	<u>Jessica Thomas (YMCA Youth Services Representative)</u>
Quorum	Three with at least one Council ~~E~~ lected ~~R~~ epresentative present
~~Meeting Frequency~~	<u>Twice Annually</u>
Functions	Decision-making on allocation of Youth Initiatives Funding and appointment of two youth representatives to the Subcommittee.
~~Meeting Frequency~~	~~Twice yearly~~
Delegations	The Council delegates the following general powers, duties and <u>responsibilities provided they do not conflict with the stated policy of the Council</u> responsibilities: <u>That in respect of matters requiring financial input:</u> <u>1 The power to approve funding where provision has been made for the Youth Services Funding Scheme in the annual Budget; and</u> <u>—</u> ~~1. That subject to the following limitations the Youth Initiatives Subcommittee shall have power to act in all matters concerning the functions granted by Council provided they do not conflict with the stated policy of the Council-~~

	~~2. Delegated authority to allocate funds under the Youth Initiatives Funding scheme and appoint two youth representatives;~~ ~~3. That in respect of matters requiring financial input;~~ ~~4. The subcommittee has the power to approve funding where provision has been made in the annual Budget.~~ <u>2</u> That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. ~~5. Other~~ <u>3</u> Authority to appoint a Deputy Chairperson; <u>4</u> Authority to select and appoint two youth representatives for the duration of the triennium; ~~6-5~~ <u>5</u> Authority to select and reappoint a youth representative, in the event a youth representative resigns; and ~~7-6~~ <u>6</u> Sub-delegation is prohibited.
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Community Funding Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Subordinate Committees	None
Legislative basis	~~1. ———~~ Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u> ~~2. ———~~ Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>.
Policy Basis	Community Funding Policy <u>adopted 20 January 2025 (#1584961)</u>
Membership	The Mayor and four Councillors (Clr Owen Jackson, Clr Philip Harper, Clr Chris Thomas, Clr Graeme Wilson) of which one Councillor to represent the rural wards.
Chairperson	~~To be appointed by the Subcommittee members~~ <u>Clr Owen Jackson</u>
Deputy Chairperson	<u>Clr Philip Harper</u>
Quorum	Three
Meeting Frequency	<u>Twice Annually</u>
Functions	Consideration of applications made under the ~~Donations and Loans~~ <u>Community Funding</u> Policy and recommendations to ~~the Community Services Committee~~ <u>Council</u> .
Meeting Frequency	~~Twice annually~~

Delegations	The Council delegates <u>to the Community Funding Subcommittee</u> the following general powers, duties and responsibilities <u>provided they do not conflict with the stated policy of the Council</u>: <u>That in respect of matters requiring financial input:</u> ~~4—The power to make recommendations to Council for funding where provision has been made for Community Funding in the annual Budget;~~ <u>1</u> ~~1. That subject to the following limitations the Community Funding Subcommittee shall have power to act in all matters concerning the functions granted by Council provided they do not conflict with the stated policy of the Council:~~ <u>2</u> Delegated ~~A~~ authority to consider applications ~~made~~ submitted under the Community Funding Policy <u>that are not NZ Representative or Quick Response Grants</u>, and ~~bring~~ make recommendations to Council <u>(4.7.15 Grants);</u> <u>3</u> Delegated authority to Members of the Community Funding Subcommittee together with / Community Partnership Team Leader to determine applicants to be interviewed in support of grant applications <u>(4.7.15 Grants); and</u> <u>4</u> That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority. <u>Other</u> ~~2.5~~ Sub-delegation is prohibited. ~~3. Sub-delegation is prohibited.~~
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Rates Remission Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
Subordinate Committees	None
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002. Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>
Policy Basis	Rates ~~Remission~~ Policy ~~;~~ <u>Rates Remission and Postponement Policy on Māori Freehold Land</u> adopted 1 July 2024 <u>(#1566638)</u>
Membership	The Mayor and three additional Councillors (Clr Graeme Wilson, Clr Scott Shannon, Clr Michelle Pye)
Chairperson	The Mayor
Quorum	Three

Function	Decision making on rates remissions appeals where application declined or partly remitted.
Meeting Frequency	As required.
Delegations	The Council delegates <u>to the Rates Remission Subcommittee</u> the following general <u>decision making</u> powers, duties and responsibilities ~~and that subject to the following limitations the Rates Remission Subcommittee shall have power to act in all matters concerning the functions granted by Council~~ provided they do not conflict with the stated policy of the Council: <u>1 Authority to remit or postpone rates pursuant to Council Rates Policy (5.37 Local Government (Rating) Act 2002;</u> <u>2 1. Delegated authority as outlined in the Rates Remission Policy adopted by the Council as part of the Long Term Plan to hear and make a final decision on appeals, where an application for remission has been declined or only partly remitted (as applies in the policy);</u> <u>3 2. That minutes of Subcommittee meetings contain details of subcommittee decisions made under delegated authority; and</u> <u>4 3. Sub-delegation is prohibited.</u>

Civic Honours Appointments Subcommittee

The Civic Honors Appointments Subcommittee has been merged from the Community Awards Selection panel and the Hall of Fame Selection Subcommittee.

Type of Committee	Subordinate decision-making body
Subordinate to	Council
~~Subordinate Committees~~	~~None~~
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u> Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002
Policy Basis	Hall of Fame Policy, adopted 29 January 2019 (#1240703) Community Awards Policy, approved. 30 April 2019 (#829842)
Membership	Mayor, Deputy Mayor and three Councillors (Clr Stu Piddington, Clr Peter Burt, Clr Owen Jackson) ~~W/~~ <i>with authority to select and appoint three Council representatives to form the Advisory Panel</i>
Chairperson	The Mayor
Quorum	Three

Functions	Decision-making on selection of person for Council's Hall of Fame and Consider and decision-making on selection of persons for Community Award and carry out Civic award ceremonies.
Meeting Frequency	One intake a year – on or around 30 th June.
Delegations	The Council delegates <u>to the Civic Appointments Subcommittee</u> the following general powers, duties and responsibilities ~~to the Civic Appointments Subcommittee~~, provided that ~~the use of these~~ they do not conflict with the ~~relevant~~ <u>stated</u> policies of Council: <u>1</u> ~~Authority 1.~~ <u>To</u> consider and make decisions on nominations for Civic Awards and Hall of Fame Awards, and matters pertaining to the awards presentation ceremony; <u>2</u> ~~2.~~ <u>A Delegated</u> authority to appoint four council representatives for the Civic Awards Advisory Panel; <u>1.</u> ~~3.~~ That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority; <u>and-</u> <u>3</u> <u>4</u> ~~5-~~ Sub-delegation is prohibited.

Museum Collection Subcommittee

Type of Committee	Subordinate decision-making body
Subordinate to	Council
~~Subordinate Committees~~	~~None~~
Legislative basis	Subcommittee established pursuant to clause 30 and 31 of Schedule 7 of the Local Government Act 2002 <u>and</u> Subcommittee delegated powers by Council pursuant to clause 32 of Schedule 7 of the Local Government Act 2002 <u>(LGA)</u>
Policy Basis	Museum Policy <u>adopted 29 January 2019 (#1240714).</u>
Membership	<u>Mayor Nigel Bowen, The Subcommittee comprises:</u> <u>an equal number of South Canterbury Historical Society members and Timaru District Councillors (Clr Stu Piddington, Mayor Nigel Bowen, Clr Stacey Scott, Clr Philip Harper), Two Members of the South Canterbury Historical Society</u> <u>•</u> <u>), including a Councillor as Chairperson.</u> <u>The Subcommittee must comprise of an equal number of South Canterbury Historical Society members and Timaru District Councillors, including a Councillor as Chairperson.</u> <u>The Museum Director advises the Subcommittee but has no voting power at Subcommittee meetings.</u> <u>Membership will be appointed by Council.</u>
Chairperson	~~To be determined~~ <u>Clr Philip Harper</u>
Quorum	Four

Functions	Overall responsibility for accessions and deaccessions in accordance with the Museum Collection Policy, ~~adopted 29 January 2019 (#1240714)~~ .
Meeting Frequency	As required
Delegations	The Council delegates the following general powers, duties and responsibilities <u>provided that they do not conflict with the stated policies of Council</u>: ~~1. That subject to the following limitations the Museum Collection Committee shall have power to act in all matters concerning the functions granted by Council provided they do not conflict with the stated policy of the Council.~~ ~~2.1~~ Overall responsibility for accessions and deaccessions in accordance with the Museum Collection Policy. ~~3.2~~ That the Committee has delegated power to delegate administration of accessioning items into the collection. ~~4.3~~ That minutes of subcommittee meetings contain details of subcommittee decisions made under delegated authority; <u>and</u>. ~~5.4~~ Sub-delegation is prohibited.

Joint Committee's

Downlands Water Supply Committee

Downlands ~~Joint Standing~~ Water Supply Committee	
Type of Committee	Joint Council Committee
Legislative basis	The Downlands Joint Standing Committee ("the Downlands Committee") is a joint committee of the Timaru, Waimate and Mackenzie District Councils (collectively referred to as "the Councils") established pursuant to the provisions of the Local Government Act 2002.
Membership	◆ Timaru District Council: Elected Members Mayor Nigel Bowen, Deputy Mayor Scott Shannon; and ◆ Cllrs Philip Harper, Stacey Scott, Michelle Pye ◆ Mackenzie District Council: Elected Member Deputy Mayor Rit Fisher, Cllr Mark Adams (Alternate); and ◆ Waimate District Council: Elected Member Cllr Sandy McAlwee ◆ Joint Mackenzie District Council and Waimate District Council representative Jamie Eggleton
Chairperson	~~TC~~ Cllr Stacey Scott

<u>Deputy Chairperson</u>	<u>Mackenzie District Council Clr Rit Fisher</u>
Quorum	One Elected Member from Each Council and Two other appointed members.
<u>Meeting Frequency</u>	
Terms of Reference (2015)	To give effect to the purpose of these Terms of Reference the Councils agree: 1. The Memorandum of Agreement between the Ministry of Works and the Levels, Geraldine, Waimate and Mackenzie County Councils dated 29 November 1960, as amended by amendments dated 1 April 1979 and 28 November 1993, is revoked. 2. The Waimate District Council and Mackenzie District Council will each enact a water services bylaw which has enforcement provisions that are consistent with the enforcement provisions contained in the Timaru District Council's Chapter 7 - Water Services Bylaw. 3. The Councils agree the Timaru District Council shall be appointed as the Downlands Scheme Manager, with responsibilities including, but not limited to: (i) The receiving and processing of applications from the Downlands Scheme's consumers, and prospective consumers, in respect of water to be supplied by the Downlands Scheme. (ii) The ongoing inspection and maintenance of all works comprising the Downlands Scheme. (iii) Investigating and promoting viable means of improving and extending all works comprising the Downlands Scheme. (iv) Investigating and promoting viable means of water treatment and conservation, and any means of obtaining additional water for the Downlands Scheme. (iv) Undertaking any other matters that will assist in the efficient, cost effective and productive management of the Downlands Scheme. 4. The Waimate District Council and Mackenzie District Council shall resolve the powers of enforcement, inspection and administration vested in those territorial authorities in relation to the provision of water services (and any other regulatory matter required to assist in the efficient management of the Downlands Scheme) shall be delegated to the Timaru District Council. 5. The Waimate District Council and Mackenzie District Council shall pursuant to the provisions of the Act appoint selected officers or agents of the Timaru District Council to be enforcement officers for the Waimate and Mackenzie Districts. The Waimate District Council and Mackenzie District Council shall also issue warrants, as required by the Act, to those selected enforcement officers stipulating their powers in relation to the administration of the Downlands Scheme.

	6. The formation of the Downlands Committee and the means of appointing its member and office holders are set out in clause 1 and 2 of the Agreement in Relation to Joint Committee executed by the Councils. 7. The members of the Downlands Committee may meet together for the despatch — of business, adjourn or otherwise regulate their meetings as they think appropriate. 8. The Downlands Committee shall supply agendas to their members detailing the business to be brought before that meeting together with relevant attachments which must be sent to every member not less than two clear working days before the day appointed for the meeting. 9. Questions arising at any meeting of the Downlands Committee shall be decided by a majority of votes of those present, each member having only one vote. In the case of an equality of votes, the chairman shall have a casting vote. If the standing orders of any of the Councils do not provide for the Downlands Committee Chairman to have a casting vote, each Council shall amend its standing orders accordingly. 10. The quorum necessary for the transaction of business of the Downlands Committee shall consist of each elected member of the Councils and two (2) other appointed members. 11. The Downlands Committee shall keep minutes recording: (a) The names of the members present at each meeting; and (b) All resolutions and proceedings at all meetings of the Downlands Committee. 12. The Downlands Committee may provide any advice and develop and recommend any strategies, policies and procedures necessary to assist the Timaru District Council in fulfilling its responsibilities as the Downlands Scheme Manager. 13. All members of the Downlands Committee shall be remunerated by their respective appointing Council. 14. The Councils each resolve to undertake to collect all monies in relation to water supplied by the Downlands Scheme within its district, which will be accounted for and forwarded to the Timaru District Council for payment into a nominated bank account operated in accordance with any local authority accounting regulations presently in force. 9.
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<u>Joint Shareholders Committee</u>	
<u>Type of Committee</u>	<u>Joint Committee of the Shareholders (Joint Councils)</u>
<u>Legislative basis</u>	<u>The Joint Shareholders Committee ("the JSC") is a joint committee of the Timaru and Mackenzie District Councils (collectively referred to as "the</u>

	<u>Councils”) established pursuant to the provisions of the Local Government Act 2002.</u>
<u>Membership</u>	<u>Timaru District Council:</u> Mayor Nigel Bowen, Clr Graeme Wilson, Clr Michelle Pye and Clr Stacey Scott (Alternate) <u>Mackenzie District Council:</u> Mayor Scott Aronsen, Clr Rit Fisher, Clr Mark Adams and Clr Sue Allen (Alternate)
<u>Chairperson</u>	<u>Timaru District Council Mayor Nigel Bowen</u>
<u>Deputy Chairperson</u>	<u>Mackenzie District Council Clr Mark Adams</u>
<u>Quorum</u>	<u>A total of four elected members or appointed alternates, with a least two members being from each Council.</u> <u>Where the JSC is providing a forum for the Shareholders to meet and exercise their powers in relation to the Company, the requirements of the Company's constitution and shareholders' agreement will prevail.</u>
<u>Alternate Appointees</u>	<u>Each Council to the JSC must have an alternate appointed by the relevant Shareholder. The alternate may attend and vote at meetings of the JSC, but only if a primary member from their Council is unable to do so.</u>
<u>Liaison Attendees</u>	<u>The shareholders are supportive of attendance by neighbouring Councils from within the Canterbury region attending the JSC's meetings, receiving agendas, being engaged on significant proceedings, and encouraged to participate in the JSC's proceedings.</u> <u>The following Councils will be invited to nominate a liaison attendee (and when required nominee) to attend non Public Excluded meetings of the JSC, and engage as appropriate in the business of the JSC:</u> <u>• Waimate District Council</u> <u>• Ashburton District Council</u> <u>• Waitaki District Council</u> <u>The liaison attendee is not a member of the JSC, and has no additional rights as a result of this invitation.</u>
<u>Meeting Frequency</u>	<u>As scheduled by the Committee</u>
<u>Terms of Reference</u>	
<u>Primary Purpose</u>	<u>Govern as shareholders their Company which provides Water Services for the combined districts of Timaru District Council and Mackenzie District Council, and the relevant aspects of the Downlands water scheme.</u> <u>• Specifically the JSC is established to:</u> <u>• coordinate shareholder activity, and to exercise the rights and responsibilities delegated to the JSC by the Councils; and</u> <u>• Review and comment on the Water Organisation's Water Services Strategy; and</u> <u>• hold the board to account for strategy and performance by seeking board explanation of, and responsibility for, WO Strategy, performance, and how they have meet the JSC's Statement of Expectations; and</u> <u>• safeguard the WO's purpose, outcomes and values as reflected in the Shareholders Agreement, Constitution and Statement of Expectations; and</u>

	• <u>perform the functions and make the decisions necessary to fulfil the JSC's responsibilities listed below.</u>
<u>Secondary Purpose</u>	<u>Coordinate between the Councils and neighbouring territorial authorities in the Canterbury Region, and advise shareholders on opportunities and options to progress possibilities around:</u> • <u>shared services, and professional collegiality in water service delivery</u> • <u>the Downlands Water Scheme</u> • <u>spatial planning and co-ordination of infrastructure planning and delivery</u> • <u>opportunities arising from the Simplifying Local Government reforms</u>
<u>Project Purpose</u>	<u>Provide governance oversight of the project to establish the WO, specifically:</u> • <u>To establish and then enable a working group called the "Council Establishment Group (CEG)" to provide elected member oversight of the project.</u> • <u>To resolve Project matters brought to it for decision making in accordance with the Commitment Agreement, and any subsequent Council direction.</u>
<u>General Purpose</u>	<u>Provide a forum for shareholder representatives to meet, discuss and coordinate on relevant issues and, through their representatives, exercise their powers in respect of the Company.</u>
<u>Governance oversight responsibilities</u>	<u>Governance oversight of the Company, including by:</u> <u>1 Receiving and considering the half-yearly and annual reports of the Company;</u> <u>2 Receiving and considering other information from the Company the JSC may request on behalf of the Shareholders and/or receive from time to time;</u> <u>3 Undertaking performance and other monitoring of the Company;</u> <u>4 Considering and providing recommendations to the Shareholders on proposals from the Company;</u> <u>5 Providing co-ordinated feedback, and recommendations as needed, on any matters requested by the Company or any Shareholder;</u> <u>6 Prepare draft Statement of Expectations (including an interim Statement of Expectations) for review and comment by the WO, consider comments, and adopt and provide the final Statement of Expectations to the WO in accordance with the process published under s 229 of the Local Government (Water Services) Act 2025;</u> <u>7 Receiving and considering recommendations from the Company to the Shareholders regarding the draft Statement of Expectations;</u> <u>8 Agreeing when Shareholder meetings, or resolutions in lieu of Shareholder meetings, are required, without prejudice to Shareholder and board rights to call meetings under the Company's constitution;</u> <u>9 Seeking and interviewing candidates for the Company's board as needed and approving director appointments and/or removals in</u>

	<u>accordance with the shareholders agreement, its skills matrix, and any other relevant policy;</u> <u>10 Approving the remuneration of directors of the Company;</u> <u>11 Monitoring the performance of the board of the Company; and</u> <u>12 Providing recommendations to the Shareholders regarding changes to these terms of reference, the Shareholders' Agreement and the constitution of the Company.</u>
<u>Shareholders' Responsibilities</u>	<u>To the extent that each Shareholder delegates its relevant powers to the JSC member it appoints, the JSC will provide a forum for the Shareholders to meet and exercise their powers in relation to the Company.</u>
<u>Decision Making</u>	<u>The JSC will strive to make all decisions by consensus.</u> <u>In the event that a consensus on a particular matter before the JSC is not able to be reached, each member of the JSC has a deliberative vote. In the situation where there is an equality of votes cast on a matter, the Chairperson does not have a casting vote and therefore the matter subject to the vote is defeated and the status quo is preserved.</u> <u>Other than for those matters for which the JSC has effective decision-making capacity through these terms of reference, each Shareholder retains its full powers to make its own decisions on matters referred to it by the JSC.</u>
<u>Remuneration</u>	<u>Each Shareholder will be responsible for remunerating its representative on the JSC for any costs associated with that person's membership of the JSC.</u>
<u>Administration</u>	<u>Reports to be considered by the JSC may be submitted by any of the Shareholders or the Company</u>
<u>Code of conduct and standing orders</u>	<u>The following will apply to the members of the JSC:</u> <u>the Timaru District Council's Standing Orders, and</u> <u>the Timaru District Council's Code of Conduct with the addition of cl 2 "Te Tiriti o Waitangi" provisions from the Mackenzie District Council.</u>
<u>Audio Visual Link</u>	<u>For clarity members have the right to attend by audio visual link, subject to the standing orders, and will be counted for the purposes of a quorum.</u>
<u>Variation</u>	<u>These Terms of Reference may be amended by agreement of the Shareholders.</u>
<u>Delegations</u>	<u>Governance oversight responsibilities</u> <u>Each Shareholder will delegate to the JSC the responsibilities and powers necessary to participate in and carry out the JSC governance oversight responsibilities.</u> <u>Shareholders' responsibilities</u> <u>Each Shareholder will delegate to its appointed JSC Representative and, in accordance with these terms of reference, that person's alternate, all responsibilities and powers in relation to the agreement of:</u> <u>when Shareholder meetings, or resolutions in lieu of Shareholder meetings, are required (without prejudice to Shareholder and Board rights to call meetings under the Company's constitution); and</u> <u>the appointment, removal and remuneration of directors.</u>

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Specific Role Descriptions and Delegations

Mayor

4.6 Civil Defence Emergency

- 4.6.1 In the event of a Civil ~~Defence~~Defense Emergency, the Chief Executive, in consultation with the Mayor (or their representative) can approve unbudgeted expenditure up to \$2,000,000.

4.7.4 Bank Accounts

Authorised to operate Timaru District Council Mayor's Welfare accounts.	Any two of the following: Mayor Deputy Mayor Chief Financial Officer Executive Support Manager
---	--

4.7.15 Donations

Authority to approve NZ Representative <u>and Quick Response Grants Donations and minimal grants donations</u> as per <u>Donations and Loans the Community Funding</u> Policy.	~~The Mayor Chairperson or Deputy Chairperson Community Services Committee together~~ with General Manager Corporate
Authority to allocate the Russell Hervey Library Fund for the purposes of the Timaru District Library.	General Manager Gallery, Libraries, Archives and Museum together with Chief Financial Officer and ~~Chairman of Community Services Committee the Mayor.~~

5.13 Civil Defence Emergency Management Act 2002

<u>12, 13</u>	Obligation to form and for the Mayor or the Mayor's nominee to be a member of a Civil Defence Emergency Management Group.	Mayor or nominee
<u>25</u>	Power to declare a state of local emergency <u>and the Power to declare a local transition period (after a declaration of a state of local emergency has been declared):-</u>	Mayor (or Deputy Mayor in the Mayor's absence) ~~Chair of Environmental Services Committee or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)~~

68 , 71 , 72	Power to declare, extend and terminate a state of local emergency.	Mayor (or Deputy Mayor in the Mayor's absence) ~~Chair of Environmental Services Committee~~ <u>Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)</u>
--	--	--

Non Statutory

6.7 Councillor conferences and training

Description:	Delegation:
Approval to attend conferences or training events.	Mayor

6.8 Council Seal

Approving any document under seal	The Mayor, (or in their absence, any Councillor); and the Chief Executive, or, any General Manager)
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6.27 Submissions

Submissions to central government and other external agencies where the content of the submission aligns with the responsibility of the standing committee. Submissions may be approved by the Chair and Deputy Chair where timeframes do not allow for approval by the Standing Committee or Council.	Chair/Deputy Chair Mayor/Deputy Mayor
--	--

6.28 Voting

Authority to cast a vote on behalf of the Council where Council has voting rights.	Mayor or any Councillor or the Chief Executive where delegated by the Mayor
--	---

Deputy Mayor

4.7.4 Bank Accounts

Authorised to operate Timaru District Council Mayor's Welfare accounts.	Any two of the following: Mayor Deputy Mayor Chief Financial Officer Executive Support Manager
---	--

5.13 [Civil Defence Emergency Management Act 2002](#)

25	Power to declare a state of local emergency ~~and the Power to declare a local transition period (after a declaration of a state of local emergency has been declared)~~	Mayor (or Deputy Mayor in the Mayor's absence) ~~Chair of Environmental Services Committee or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)~~
68, 71, 72	Power to declare, extend and terminate a state of local emergency.	Mayor (or Deputy Mayor in the Mayor's absence) ~~Chair of Environmental Services Committee or Elected Member Nominated (in the absence of the Mayor and Deputy Mayor)~~

6.27 Submissions

Submissions to central government and other external agencies where the content of the submission aligns with the responsibility of the ~~standing~~ committee. Submissions may be approved by the Chair and Deputy Chair where timeframes do not allow for approval by the ~~Standing~~ Committee or Council.	Chair/Deputy Chair Mayor/Deputy Mayor
--	--

Chairperson Development and Growth Committee

5.46 [Resource Management Act 1991](#)

~~58I~~ and ~~58J~~	Ability to amend each of its documents as directed by a national planning standard and take any action that is directed by a national	~~Environmental Services Committee~~
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	planning standard, and to do so within the time specified	Planning Manager in conjunction with the Chairperson of the Development and Growth Committee
--	---	--

Chief Executive

Delegations to Chief Executive

1. 3.1 Role of the Chief Executive

3.1.1 The Chief Executive is responsible for:

- a. Implementing the decisions of the local authority.*
- b. Providing advice to members of the local authority and to its community boards.*
- c. Ensuring that all responsibilities, duties, and powers delegated to them, or to any person employed by the local authority, or imposed or conferred by an Act, regulation, or bylaw, are properly performed or exercised.*
- d. Ensuring the effective and efficient management of the activities of the local authority.*
- e. Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority.*
- f. Providing leadership for the staff of the local authority.*
- g. Employing, on behalf of the local authority, the staff of the local authority (in accordance with any remuneration and employment policy).*
- h. Negotiating the terms of employment of the staff of the local authority (in accordance with any remuneration and employment policy).*

1.3.2 The Chief Executive is responsible for ensuring, as far as practicable, that the management structure of the local authority:

- a. Reflects and reinforces the separation of regulatory responsibilities and decision-making processes from other responsibilities and decision making processes.*
- b. Is capable of delivering adequate advice to the local authority to facilitate the explicit resolution of conflicting objectives.*

2.2 Delegations by Chief Executive

1.1.5 The Chief Executive may delegate to any other officer of the Council any of their powers except any power that the law requires the Chief Executive to exercise.

1.2.5 For the purpose of performing their duties, the Council delegates to the Chief Executive all of its responsibilities, duties and powers to act on any matter, subject to the restrictions (if any) set out in ~~these terms of reference or Council resolution~~ is Manual.

1.3.5 Delegations to the Chief Executive exclude any power, responsibility or duty that has been expressly retained by Council, or expressly delegated to a Community Board, Committee, Subcommittee (including an Officer Subcommittee) or Hearing Panel.

1.4.5 The Chief Executive may sub-delegate any of their responsibilities, duties, or powers except any power that the law requires the Chief Executive is to exercise.

~~Any delegations, or changes to delegations, by the Chief Executive made following the approval of this manual, are operative from the date of approval by the Chief Executive, and will be recorded in updates to this manual.~~

~~Where any changes to delegations are made by the Chief Executive, the Chief Executive will make a direction to the Group Manager Commercial and Strategy to amend the manual accordingly, who shall also maintain the register of updates to the manual in **Appendix 1**.~~

~~— The Chief Executive will report to Council on any new or changed delegations on an annual basis.~~

2.4 Temporary Delegations

2.1.5 The Chief Executive may appoint Council officers in an acting role, so that that officer will then be charged with the duties associated with that acting role, and ~~in accordance with clause 1.3.12 will~~ receive the delegated powers, duties and responsibilities relevant to the position in which they are acting.

3.4 Power of Chief Executive to appoint enforcement officers and issue warrants

3.1.5 The Chief Executive has the power to appoint enforcement officers, authorised officer, authorising officers, and/or any other type of officers specified or defined in local government legislation that the Council must administer and/or enforce.

3.2.5 The Chief Executive has the power to issue warrants to staff and contractors/consultants carrying out Council business.

3.3.5 The form of the warrants issued to Council officers will be determined by decision of the Chief Executive from time to time.

3.4.5 A list of current warrants must be maintained for the Chief Executive by the Commercial and Strategy Group.

3.5.5 The Chief Executive will report to Council on any new or changed warrants on an annual basis.

†

9.10 Greenhouse Gas Inventory for TDC and CCO and CCTO Operations for 2024 - 2025 Year**Author:** Troy Titheridge, Climate Change Advisor**Authoriser:** Paul Cooper, General Manager Regulatory Development and Growth**Recommendation**

That Council receives and notes:

1. The Greenhouse Gas Inventory for TDC and CCO and CCTO Operations for 2024 - 2025 Year Report; and
2. The July 2024 - June 2025 Greenhouse Gas Inventory for Timaru District Council, including Council-Controlled Organisation, Venture Timaru, and Council-Controlled Trading Organisation, Timaru District Holdings Limited.

Purpose of Report

- 1 This report presents the FY2024 - 2025 audited Greenhouse Gas (GHG) Emissions Inventory for Timaru District Council operations. The inventory builds on the baseline established in 2022-2023 and the subsequent 2023-2024 inventory, and reflects continued improvements in data quality, organisational coverage, and reporting maturity. It provides elected members with a consolidated view of emissions associated with Council and Council-controlled activities to support governance oversight and decision-making.

Assessment of Significance

- 2 The report is principally for staff and governance use but may be of public interest and support wider community awareness and engagement. Greenhouse gas emissions contribute to climate change, and Council has recognised the need to monitor and manage these impacts. This report is therefore considered low significance under the Significance and Engagement Policy as the number of people, and extent to which people are affected is low.

Discussion

- 3 The FY2024-2025 Greenhouse Gas Inventory represents Council's third year of emissions reporting and marks a notable step forward in both confidence and maturity. For the second time since the baseline year, the inventory has undergone independent audit verification by Toitū Envirocare. This process has confirmed that the emissions have been measured in accordance with international standards. In addition, the overall quality of the FY24-25 inventory has been assessed as "High", reflecting a strong level of completeness and reliability in the data. This is up from the FY22-23 inventory which was assessed as "Good".
- 4 Total gross emissions for FY24-25 are 27,244 tCO₂e, compared to approximately 33,269 tCO₂e in FY23-24, and 32,526 tCO₂e in FY22-23. This represents a noticeable reduction. However, it is important to understand that this change is not solely due to emissions reductions on the ground.
- 5 One of the drivers for the decrease is a change in reported Category 4 (procurement-related) emissions, which have reduced substantially compared to the previous year. These emissions are calculated using spend-based methods and can vary depending on how data is captured,

categorised, and refined over time. As a result, year-on-year changes in this category can reflect improvements in data quality and methodology, rather than a direct reduction in physical emissions.

- 6 In contrast, direct emissions (Category 1) have increased, from approximately 16,899 tCO₂e in FY23-24 to 22,283 tCO₂e in FY24-25. This increase is largely driven by operational activities such as landfill emissions, composting, and forestry harvesting. These activities are influenced by factors such as waste volumes, organic processing, and land management decisions.
- 7 Overall, the inventory continues to show that Council's emissions are concentrated in a small number of activities. Waste disposed at the Redruth landfill remains the largest contributor, followed by composting operations and forestry harvesting. These activities dominate the emissions profile and are inherently more complex to manage, as they involve biological processes and long-term emissions.
- 8 A key takeaway is that Council now has a clear and reliable picture of where emissions are coming from. The achievement of a high-quality, independently verified inventory is a significant success. It provides a credible foundation for future planning and ensures that decisions can be made with confidence.
- 9 At the same time, the inventory highlights areas for improvement. Some emissions, particularly those related to procurement, still rely on estimates and carry higher uncertainty. The assessment report also identifies opportunities to strengthen wastewater data measurement and tracking of refrigerants and stored fuels. These are expected next steps as the inventory continues to mature.
- 10 A separate report, following this paper, seeks to establish an emissions reduction work programme for Council. That programme takes a broader, organisation-wide approach, balancing effort across both high-impact areas and areas where more immediate and practical reductions can be achieved, such as fleet, electricity use, and operational efficiency.
- 11 This sequencing is intentional. This inventory establishes a clear and credible understanding of Council's emissions profile, while the subsequent work programme outlines how Council can respond in a structured and coordinated way. Together, these reports move Council from understanding emissions to actively managing and reducing them over time.

Attachments

1. **Timaru District Council Greenhouse Gas Inventory FY2024-2025** [!\[\]\(9858bec6d7c333b07d3c4f7e47980b88_img.jpg\)](#) [!\[\]\(c76e7f04ad054075b621e52eeeec7af0_img.jpg\)](#)

GREENHOUSE GAS EMISSIONS INVENTORY REPORT

Prepared in accordance with ISO 14064-1:2018



Timaru District Council

Prepared by (lead author): Troy Titheridge (Climate Change Advisor)

Dated: 01 April 2026

Verification status: Reasonable except for staff commuting, purchased goods and services and forestry emissions and removals, which are limited

Measurement period: 01 July 2024 to 30 June 2025

Base year period: 01 July 2022 to 30 June 2023

Approved for release by:

Paul Cooper, General Manager – Regulatory, Development and Growth



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This work shall not be used for the purpose of obtaining emissions units, allowances, or carbon credits from two or more different sources in relation to the same emissions reductions, or for the purpose of offering for sale carbon credits which have been previously sold.

The consolidation approach chosen for the greenhouse gas inventory should not be used to make decisions related to the application of employment or taxation law.

This report shall not be used to make public greenhouse gas assertions without independent verification and issue of an audit opinion by Toitū Envirocare.

AVAILABILITY

The Timaru District Council Inventory Management Report is primarily for internal use and will be disseminated via Council Standing Committee.

REPORT STRUCTURE

The Inventory Summary contains a high-level summary of this year's results and from year 2 onwards a brief comparison to historical inventories.

Chapter 1, the Emissions Inventory Report, is a complete and accurate quantification of the amount of GHG emissions and removals that can be directly attributed to the organisation's operations within the declared boundary and scope for the specified reporting period. The inventory is based on the Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard (2004) and ISO 14064-1:2018 Specification with Guidance at the Organization Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals¹. Where relevant, the inventory is aligned with industry or sector best practice for emissions measurement and reporting.

¹ Throughout this document 'GHG Protocol' means the *GHG Protocol Corporate Accounting and Reporting Standard* and 'ISO 14064-1:2018' means the international standard *Specification with Guidance at the Organizational Level for Quantification and Reporting of Greenhouse Gas Emissions and Removals*.

Chapter 2, the reduction plan and progress report. See Appendix 1 and the related Spreadsheet for detailed emissions inventory results, including a breakdown of emissions by source and sink, emissions by greenhouse gas type, and non-biogenic and bio-genic emissions. Appendix 1 also contains detailed context on the inventory boundaries, inclusions and exclusions, calculation methodology, liabilities, and supplementary results.

This overall report provides emissions information that is of interest to most users but must be read in conjunction with the inventory workbook for covering all of the requirements of ISO 14064-1:2018.

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EXECUTIVE SUMMARY

This is the annual greenhouse gas (GHG) emissions inventory report for Timaru District Council covering the measurement period 01 July 2024 to 30 June 2025. It provides readers with a consolidated, organisation-wide view of the emissions associated with Council operations and Council-controlled activities and supports governance oversight of climate-related performance and risk. The FY24-25 inventory draws on operational data from across the organisation, including fleet and stationary fuel use, electricity consumption, staff commuting, paper use, forestry activities, and key areas of procurement. Together, these sources provide a snapshot of where emissions arise within Council's activities and where the most significant opportunities and risks are concentrated. The inventory demonstrates continued improvement in the quality and consistency of Council's emissions data, with a proportion derived from direct operational records. Where direct measurement is not yet available, proxy methods remain in use to ensure full organisational coverage, while also highlighting priorities for future data system and reporting improvements. Overall, this inventory establishes a credible and transparent evidence base to support Council's strategic decision-making, investment prioritisation, and monitoring of progress over time, including alignment with Council's wider climate change mitigation and adaptation objectives.

Table 1: Inventory summary

Category (ISO 14064-1:2018)	Scopes (ISO 14064-1:2006)	2023	2024	2025
Category 1: Direct emissions (tCO ₂ e)	Scope 1	12,940.16	16,899.42	22,283.59
Category 2: Indirect emissions from imported energy (location-based method*) (tCO ₂ e)	Scope 2	656.16	1,020.98	1,139.53
Category 3: Indirect emissions from transportation (tCO ₂ e)	Scope 3	511.01	535.59	826.57
Category 4: Indirect emissions from products used by organisation (tCO ₂ e)		17,419.22	14,813.23	2,994.48
Category 5: Indirect emissions associated with the use of products from the organisation (tCO ₂ e)		0.00	0.00	0.00
Category 6: Indirect emissions from other sources (tCO ₂ e)		0.00	0.00	0.00
Total direct emissions (tCO₂e)		12,940.16	16,899.42	22,283.59
Total indirect emissions* (tCO₂e)		18,586.40	16,369.80	4,960.58
Total gross emissions* (tCO₂e)		31,526.55	33,269.22	27,244.16
Category 1 direct removals (tCO ₂ e)		-3,235.00	-3,564.00	-3,550.00
Total net emissions (tCO₂e)		28,291.55	29,705.22	23,694.16

*Emissions are reported using a location-based methodology.

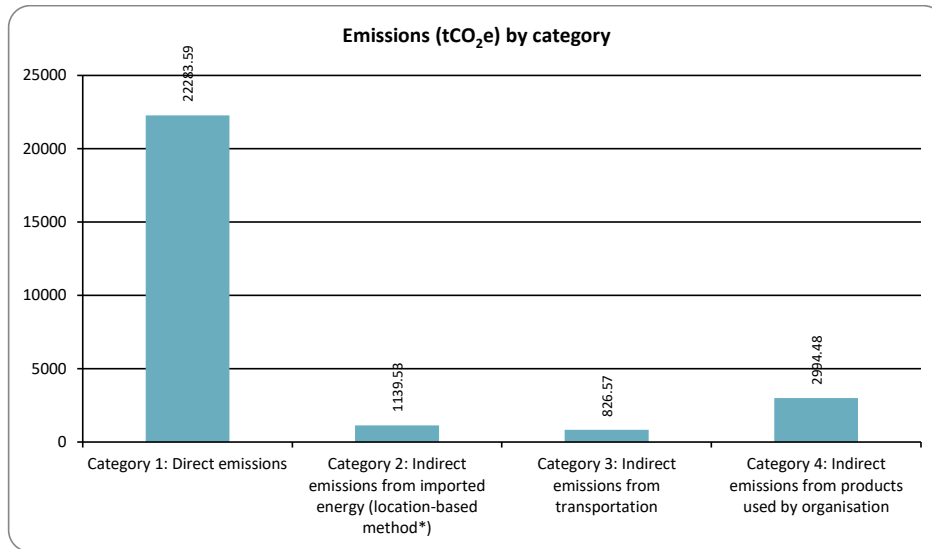


Figure 1: Emissions (tCO₂e) by Category for this measurement period

CHAPTER 1: EMISSIONS INVENTORY REPORT

1.1. INTRODUCTION

This report is the annual greenhouse gas (GHG) emissions inventory report for Timaru District Council.

The FY2024-2025 Carbon Inventory for Timaru District Council represents another reporting year in Timaru District Council's organisational greenhouse gas inventory, building on the baseline established in FY2022–2023, and subsequent FY2023-2024 carbon inventory report. This inventory continues to capture operational emissions across Council activities and Council-Controlled Organisations/Trading Organisations and supports ongoing performance tracking and assurance.

The FY24-25 inventory reflects a maturing dataset, with a strong emphasis on activity-based measurement where reliable primary data is available. This includes records for fleet fuel consumption, stationary fuels and industrial gases, purchased electricity across multiple retailers, staff commuting patterns derived from a staff travel survey, paper consumption, and forestry-related activities. These sources provide a foundation for quantifying direct and energy-related indirect emissions.

For emission sources where direct activity data is not yet consistently available - particularly within elements of procurement and contracted services - proxy methodologies continue to be applied. These are primarily spend-based calculations, using expenditure by supplier or category multiplied by relevant emission factors published by the Ministry for the Environment. These approaches ensure comprehensive coverage of Council's operational footprint while also identifying areas for future data quality improvements.

Overall, the FY24-25 inventory is intended to provide a transparent, auditable, and progressively improving representation of Timaru District Council's operational emissions profile, enabling year-on-year comparison against the baseline and informing both mitigation and management responses.

The inventory report and any GHG assertions are expected to be verified by a third-party verifier. The level of assurance is reported in a separate Audit Opinion provided to the directors of the entity.

1.2. EMISSIONS INVENTORY RESULTS

Table 2: Emissions inventory summary for this measurement period

Measurement period: 01 July 2024 to 30 June 2025.

Category	Emission Sources (tCO ₂ e)	Total emissions (tCO ₂ e)
Category 1: Direct emissions	CO ₂ , Diesel stationary combustion, Diesel, Forests - Harvesting (tCO ₂), HCFC-22 (R-22, Genetron 22 or Freon 22), HFC-134a, HFC-32, LPG stationary commercial, Petrol premium, Petrol regular, Composting, Waste landfilled - Redruth - LFGR Mixed waste, Wastewater for treatment plants (average)	22,283.59
Category 2: Indirect emissions from imported energy (location-based method*)	Electricity - Annual factor	1,139.53
Category 3: Indirect emissions from transportation	Car Average (unknown fuel type), Pre-calculated (tCO ₂ -e) - Purchased goods and services, Accommodation - New Zealand, Pre-calculated (tCO ₂ -e) - Air travel, Pre-calculated (tCO ₂ -e) - Business travel, Air travel domestic (average), Car Average (unknown fuel type).	826.57

Category	Emission Sources (tCO ₂ e)	Total emissions (tCO ₂ e)
Category 4: Indirect emissions from products used by organisation	Libraries, museums, and art (spend-based), Paper use - default, Paper use - specific supplier - Australian Paper, Architectural and engineering services (spend-based), Civil engineering services (spend-based), Computers, parts, and office machinery (spend-based), Non-residential building construction (spend-based), Research and development (spend-based), Electricity distributed T&D losses, Waste to Landfill Municipal solid waste (tCO ₂ e), Waste landfilled LFGR Mixed waste.	2,994.48
Category 5: Indirect emissions associated with the use of products from the organisation		0.00
Category 6: Indirect emissions from other sources		0.00
Total direct emissions		22,283.59
Total indirect emissions*		4,960.58
Total gross emissions*		27,244.16
Category 1 direct removals		-3,550.00
Total net emissions		23,694.16
Operating revenue (gross tCO ₂ e / \$Millions)	173.32	200.62

*Emissions are reported using a location-based methodology.



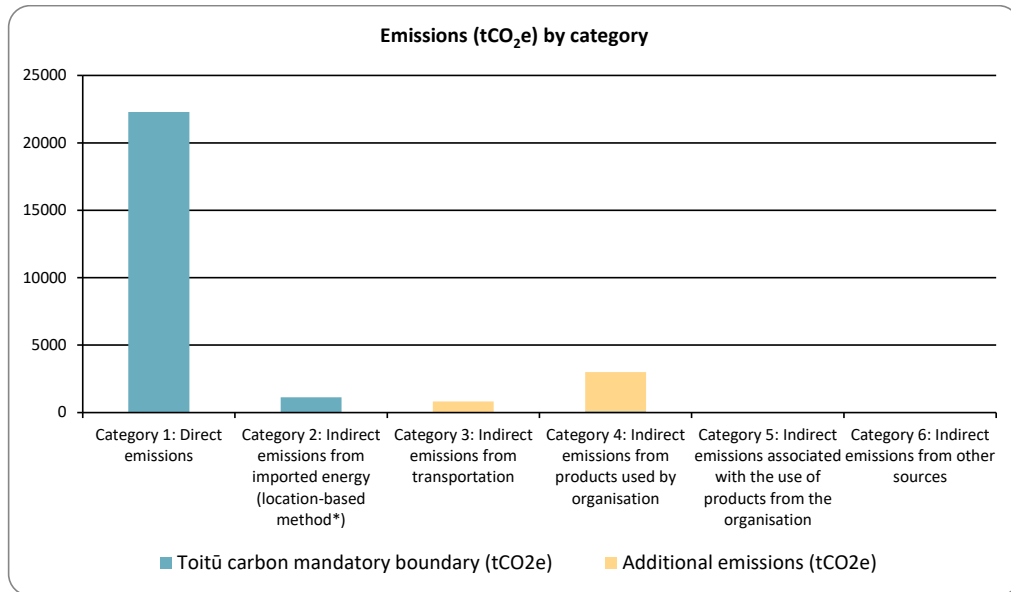


Figure 2: Emissions (tCO₂e) by category

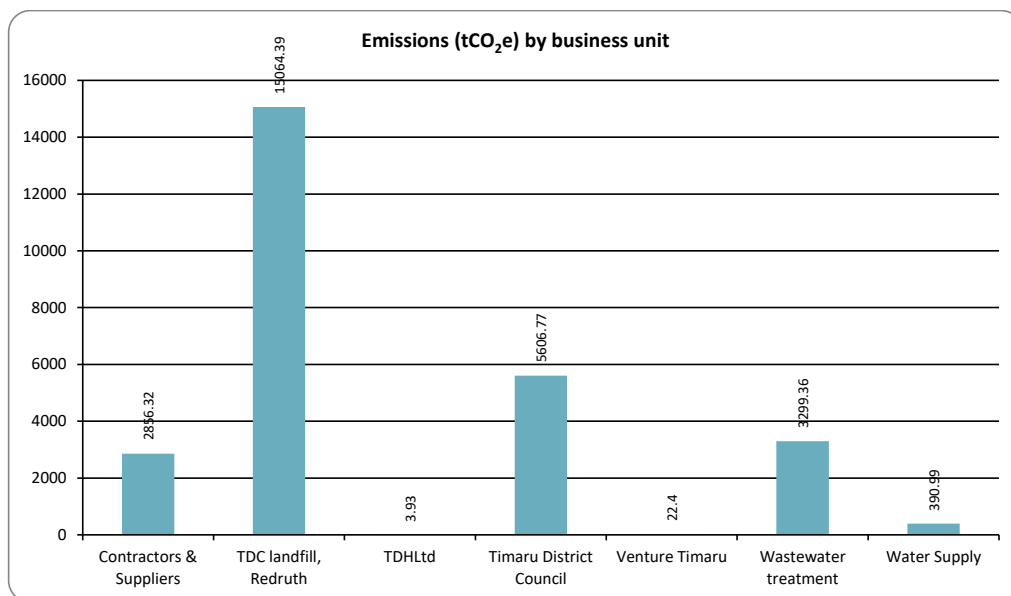


Figure 3: Emissions (tCO₂e) by business unit

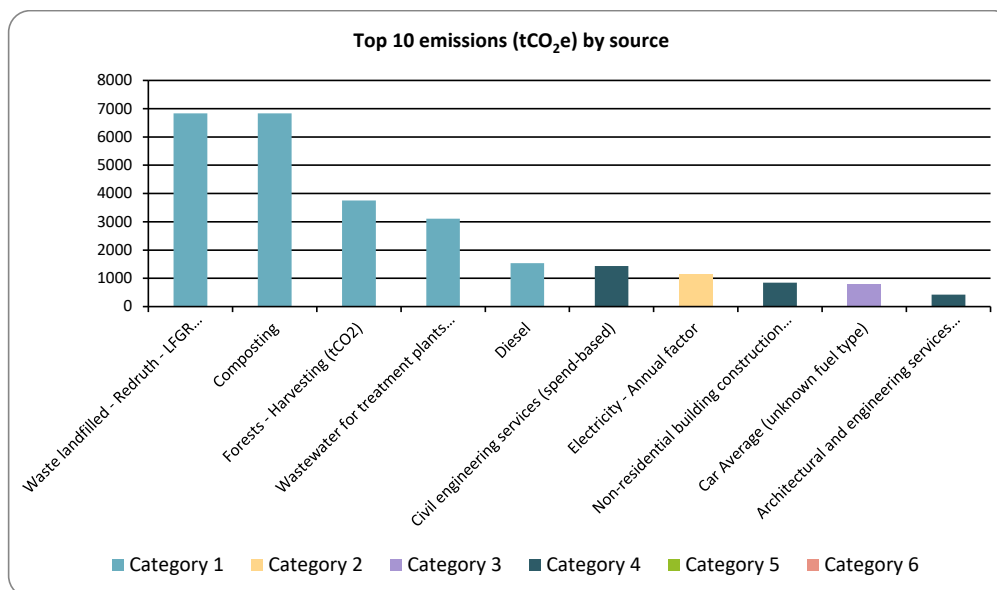


Figure 4: Top 10 emissions (tCO₂e) by source

1.3. ORGANISATIONAL CONTEXT

1.3.1. Organisation description

Timaru District Council (TDC) is a territorial authority responsible for delivering a broad range of local government services to the ratepayers of the Timaru District. The district includes the main urban centres of Timaru, Temuka, Pleasant Point, and Geraldine, along with smaller coastal and inland settlements extending from Milford Huts on the coast to Peel Forest near the Rangitata River.

TDC's operations primarily encompass infrastructure delivery, regulatory functions, and community services. As part of this organisational footprint, the Council also oversees a Council-Controlled Organisation, Venture Timaru and, Council-Controlled Trading Organisation, Timaru District Holdings Limited. Both entities are included within the organisational boundary of the FY24-25 greenhouse gas inventory, reflecting Council's management control and supporting a group-level view of operational emissions.

Environment Canterbury (the Canterbury Regional Council) shares a rates billing arrangement with Timaru District Council but operates as a separate legal and operational entity. It is not included within this inventory.

Services and activities captured within this inventory include, but are not limited to: kerbside waste and recycling services; organic waste processing and composting; operation of a Council-managed landfill; community and public facilities; street lighting and traffic signal networks; road and footpath construction and maintenance; urban stormwater systems; drinking water supply networks; wastewater and trade waste systems; water treatment; parks and open space management; social housing provision; and a range of community, economic development, and regulatory services delivered directly by Council.

These activities reflect the scale and complexity of the Council group's operations and underpin the need for a comprehensive, organisation-wide approach to greenhouse gas measurement and management.

Commitment

While certification is not currently being pursued, independent audit and assurance are recognised as critical for providing confidence to elected members and the organisation that methodologies are sound, assumptions are appropriate, and the inventory can be relied upon to inform future decisions and investment.

GHG Reporting

The 2024 Long Term Plan re-affirmed Council's commitment to strengthening its response to climate change. This greenhouse gas inventory is a key component in delivering that commitment. It provides a consolidated, evidence-based picture of the emissions associated with Council and Council-controlled operations, enabling informed governance, priority-setting, and future investment decisions.

By establishing a clear understanding of emissions arising from "business as usual" activities, this report creates the platform for developing credible pathways toward lower-emissions service delivery and a more resilient future.

Climate Change Impacts

Climate Change is increasing the exposure of Timaru District Council's infrastructure and services to physical and operational risk. During 2024-2025, periods of intense rainfall and storm activity resulted in localised flooding and runoff, highlighting vulnerabilities within stormwater, wastewater, roading, and coastal assets. Warmer conditions and dry spells are also placing growing pressure on water supply systems, parks and reserves management, and rural service delivery, while hotter summers can be attributable to heat stress to the vulnerable.

Over time, these impacts are expected to accelerate asset deterioration, increase maintenance and renewal costs, and disrupt service delivery across transport, three waters, coastal protection, and community facilities. Climate change therefore represents a material risk to Council's infrastructure performance, financial sustainability, and ability to deliver reliable services, requiring ongoing adaptation, resilience investment, and integration into asset and long-term planning.

Parent Company Targets

Government policy establishes clear expectations that public sector organisations, including local authorities, implement robust greenhouse gas measurement and management practices. This is reflected in the Climate Change Response (Zero Carbon) Amendment Act, the Government's Emissions Reduction Plans, the Carbon Neutral Government Programme, and the National Adaptation Plans. Together, these instruments establish national emissions budgets, reduction pathways, and public sector leadership expectations, and reinforce the need for local authorities to develop credible emissions inventories, integrate climate considerations into operational and investment planning, and progressively reduce emissions where practicable.

1.3.2. Statement of intent

The intended uses of this inventory are:

Intended use and users

This greenhouse gas inventory has been prepared as an internal decision-support tool for Timaru District Council's elected members, senior management, and operational teams. Its primary purpose is to provide a transparent, organisation-wide account of emissions sources to support governance oversight, strategic planning, and integration of climate considerations into Long Term Plan and Annual Plan processes, asset management, and investment decision-making.

The inventory is also intended to support operational implementation by informing service planning and procurement by identifying the activities and systems that drive emissions. It provides a foundation for incorporating emissions considerations into supplier engagement, infrastructure delivery, and continuous improvement initiatives across the Council group

Other schemes and requirements

This inventory has been prepared to align with recognised greenhouse gas accounting principles and the Toitū Envirocare e-Manage framework, and to support consistency with national guidance issued by the Ministry for the Environment.

While the Council is not currently seeking formal certification, the inventory is intended to be suitable for independent assurance and to provide credible evidence for internal governance, reporting, and continuous improvement.

1.3.3. Person responsible

Troy Titheridge (Climate Change Advisor) is responsible for the preparation of this inventory report. Paul Cooper, General Manager, Regulatory, Development and Growth has the authority to represent top management and has financial authority to authorise budget for the Programme and is responsible for overall emission inventory measurement and reduction performance.

State any other people/entities involved

A wide range of Council business units and staff contributed to the provision of data for the FY24-25 greenhouse gas inventory. Information was sourced from operational teams responsible for fleet and plant, facilities, water and wastewater services, transportation, parks and open spaces, solid waste, procurement and finance, and Council-Controlled organisations/Trading Organisations.

This reflects the breadth of Council operations and ensures that data is drawn directly from those teams responsible for service delivery and asset management. It also supports data ownership across the organisation and enables progressive improvement in data quality, consistency, and internal reporting systems over time.

Top management commitment

In June 2022, Council resolved to be a climate-friendly council, committing to adapt to climate change and reduce operational greenhouse gas emissions wherever feasible. This commitment has been reinforced through the 2024 Long Term Plan and ongoing support for the development of Council's emissions inventory, integration of climate considerations into planning and investment decisions, and continued improvement of emissions data and management practices.

Management involvement

Day-to-day collection, compilation, and processing of emissions data for the FY24-25 inventory were undertaken by Council staff as part of operational reporting activities and supplied to the Climate Change Advisor on request. Senior management were not directly involved in the primary data collection or calculation processes.

Management involvement occurs when the Inventory Management Report is provided to senior leadership for review prior to finalisation and publication. This review process provides management with oversight of the scope and key findings and enables feedback to be incorporated to ensure the report appropriately reflects Council operations and organisational context.

1.3.4. Reporting period**Base year measurement period: 01 July 2022 to 30 June 2023**

The 2022-2023 financial year established Timaru District Council's first organisational greenhouse gas inventory and baseline. Since then, Council has continued to strengthen its data collection and reporting

processes, expanding coverage and improving the quality and consistency of emissions data used in the inventory.

During the preparation of the FY24-25 inventory, the Climate Change Unit experienced the loss of a key staff member involved in this work. Despite this, the inventory has progressed, with refinements to data sources and methodologies resulting in minor differences between this report and earlier inventories.

Measurement period of this report: 01 July 2024 to 30 June 2025

Reporting on the Carbon Inventory is annual, and presented after the end of the financial year.

TDC financial and annual reporting year runs from July 1st to June 30th, so this carbon inventory covers the same interval (Financial Year July 2024 - June 2025)

1.3.5. Organisational boundary and consolidation approach

An operational control consolidation approach was used to account for emissions.²

Organisational boundaries were set with reference to the methodology described in the GHG Protocol and ISO 14064-1:2018 standards.

Justification of consolidation approach

The FY24-25 greenhouse gas inventory reports emissions arising from activities under Timaru District Council's operational control and includes Venture Timaru and Timaru District Holdings Limited within the organisational boundary.

An operational control consolidation approach has been adopted, reflecting that Council retains authority to establish operating policies, asset management requirements, and environmental management practices, including where activities are delivered through external contractors. Emissions are therefore reported from services, infrastructure, and facilities that Council plans, funds, and manages.

The inventory prioritises activity-based data where available, including fuel, electricity, waste, wastewater, refrigerants, forestry, and staff commuting. For material operational areas where detailed activity data is not yet consistently available - particularly civil construction and contracted services - emissions have been estimated using spend-based methodologies with Ministry for the Environment emission factors. This enables Council-directed construction and service delivery activities to be captured within the operational boundary while identifying areas for future improvement in activity-based reporting.

Organisational structure

Figure 5 shows what has been included in the context of the overall structure.

Timaru District Council is a territorial authority operating under the Local Government Act framework and located within the Canterbury Region. The Council is governed by an elected body of councillors who set strategic direction and provide governance oversight of both the core Council organisation and Council-controlled entities.

The core Council organisation is led operationally by the Chief Executive supported by the Senior Leadership Team who oversee business units responsible for delivering services to the community. In addition, the Timaru District Council Group includes Council-controlled entities, including Venture Timaru and Timaru District Holdings Limited. These entities sit outside the internal Chief Executive and SLT structure, operate with their own management and reporting arrangements, and are subject to Council ownership and oversight.

The organisational structure chart illustrates both the internal management structure of Council and the wider Council group boundary used for this greenhouse gas inventory.

²control: the organisation accounts for all GHG emissions and/or removals from facilities over which it has financial or operational control. equity share: the organisation accounts for its portion of GHG emissions and/or removals from respective facilities.

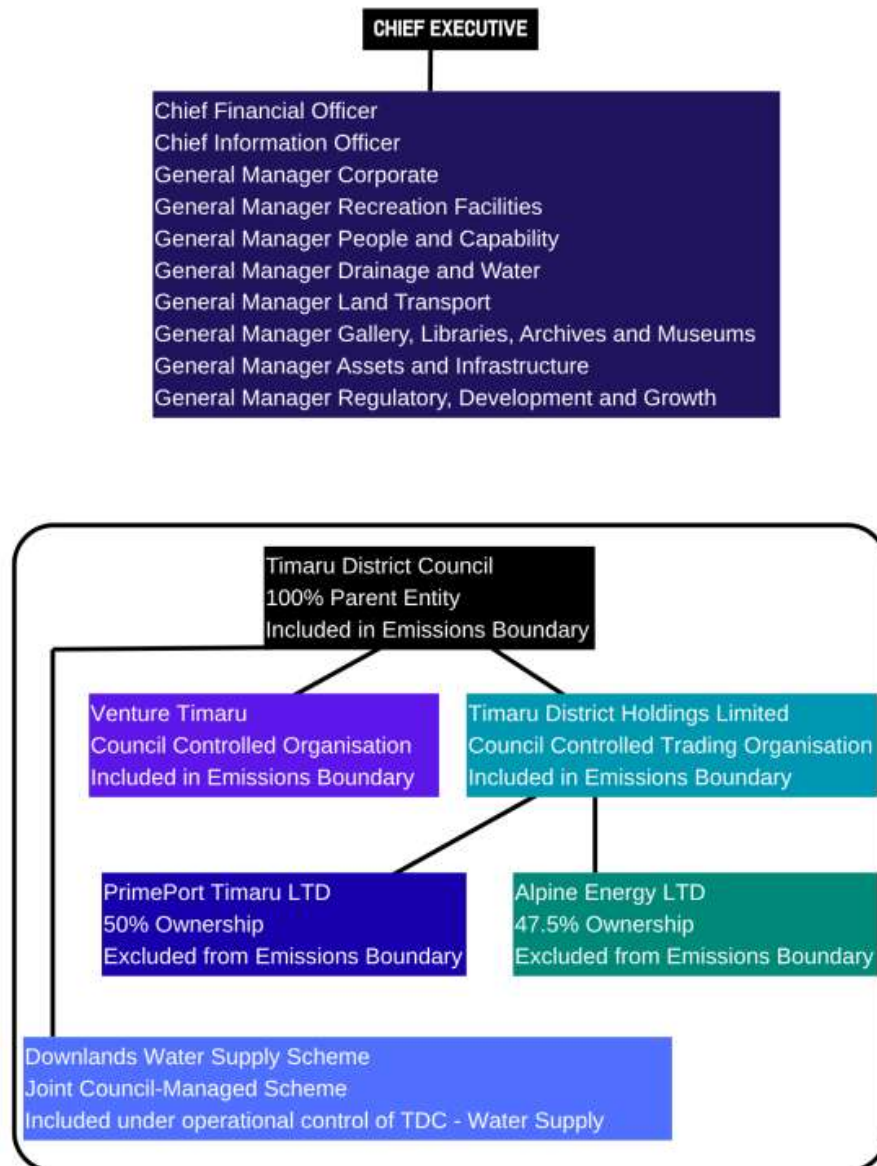


Figure 5: Organisational structure

Table 3. Brief description of business units, sites and locations included in this emissions inventory

Title/Role	Company/Business unit/Facility	Physical location	Description
Chief Financial Officer	Finance	TDC Municipal Offices, Timaru	Financial planning, monitoring and reporting. Administers rating, payables and receivables, financial advice for all council activities
Chief Information Officer	Information Technology	TDC Municipal Offices, Timaru	Provides technology-based services and strategies across all council activities
Corporate Services	Legal	TDC Municipal Offices, Timaru	Internal Legal guidance
	Audit and Risk	TDC Municipal Offices, Timaru	Internal audit and risk management
	Communications and Marketing	TDC Municipal Offices, Timaru	Communication and engagement activities including advertising
	Democracy	TDC Municipal Offices, Timaru	Work associated with the Elected Council and Community Boards
	Strategy and Corporate Planning	TDC Municipal Offices, Timaru	Corporate planning activities, publications and strategic improvements
	Customer Services	TDC Municipal Offices, Timaru	Management of all customer interactions
	Community Development	TDC Municipal Offices, Timaru	Community Funding, Safer Communities, Welcoming Communities
	Community Development	TDC Municipal Offices, Timaru	Activities to improve Council engagement with groups, for example youth, seniors, refugees
Assets and Infrastructure	Waste Unit	TDC Municipal Offices, Timaru + Redruth	waste assets, waste minimisation, and EnviroNZ operations - Redruth
	Airport	Levels, north of Timaru	Operation of Richard Pearse Airport
	Property	TDC Municipal Offices, Timaru	Operation and maintenance of council facilities such as CBAY, Art Gallery, Museum and service centres, public toilets, council housing.
	Parks and Recreation	TDC Municipal Offices, Timaru Sir Basil Arthur Park - 102 Racecourse Road, Timaru Botanic Gardens - 25B King Street, Timaru	Management of parks department
People and Capability	People and Capability	TDC Municipal Offices, Timaru	Operation of Human Resource function for all of Council
Recreation Facilities	Recreation Facilities	Cbay Aquatic Centre - 11 Te Weka Street, Timaru	Pool operations, stadium operations, café, aquatics

Title/Role	Company/Business unit/Facility	Physical location	Description
		Temuka Swimming Pool - Ferguson Drive, Temuka Pleasant Point Swimming Pool - 1 Harris Street, Pleasant Point Geraldine Swimming Pool - 23 Cox Street, Geraldine Aorangi Stadium - 70 Morgans Road	
Drainage and Water	Three waters	TDC Municipal Offices, Timaru Claremont Treatment Plant - 107 Claremont Road, Timaru Seadown Wastewater Treatment - 124 Aorangi Road, Timaru	Management of three waters activities
Land Transport	Strategy, projects, consents, planning, networks, assets,	TDC Municipal Offices, Timaru	Management of roading activities
Gallery, Libraries, Archives and Museums	Libraries	Timaru Library - 56 Sophia Street, Timaru Temuka Library - 72-74 King Street, Timaru Geraldine Library - 80 Talbot Street, Timaru	Operation of the Timaru, Temuka and Geraldine libraries
	Aigantighe Art Galley	49 Wai-Iti Road, Timaru	Operation of the Aigantighe Art Gallery
	South Canterbury Museum	16 Perth Street, Timaru	Operation of the Timaru Museum
Regulatory, Development and Growth	Animal Control	TDC Municipal Offices, Timaru	Animal control services
	Parking Enforcement	TDC Municipal Offices, Timaru	Enforcement of council's parking policies
	Building Control	TDC Municipal Offices, Timaru	Building consent authority under the Building Act 2004. Grants building consents, monitors building works, and issues a variety of compliance certificates
	Environment Health	TDC Municipal Offices, Timaru	Management and enforcement of several legislative requires such as food safety, hazardous substances and environmental nuisance
	Infrastructure Planning	TDC Municipal Offices, Timaru	Service connections consenting

Title/Role	Company/Business unit/Facility	Physical location	Description
	Planning	TDC Municipal Offices, Timaru	Develops and administers the District Plan and related policies, and processes resource consents
	Climate Change	TDC Municipal Offices, Timaru	Research and analysis on the effects of climate change on Council activities
	Emergency Management	TDC Municipal Offices, Timaru	Emergency management leadership, advice and planning
Council Controlled Organisation	Venture Timaru	119 Stafford Street, Timaru	Economic Development Agency
Council Controlled Trading Organisation	Timaru District Holdings Limited	119 Stafford Street, Timaru	Regional investment company

1.3.6. Excluded business units

All Business Units (where applicable), are included in the emissions boundary.

CHAPTER 2: EMISSIONS MANAGEMENT AND REDUCTION REPORT

2.1. EMISSIONS REDUCTION RESULTS

Timaru District Council has not yet established formal, organisation-wide greenhouse gas emissions reduction targets. As a result, performance to date is best described in terms of building effective emissions management rather than delivery against defined reduction benchmarks.

Since the establishment of the organisational inventory, Council's focus has been on improving the quality, coverage, and transparency of emissions data, strengthening internal reporting processes, and identifying sources of emissions across operations and Council-controlled activities. This has included refining activity-based datasets, improved procurement and supplier analysis, and integrating emissions considerations into operational discussions.

While emissions reduction initiatives have historically been progressed where they aligned with operational efficiency and asset renewal (such as LED street lighting upgrades and landfill gas management at Redruth), the FY24-25 inventory primarily reflects Council's transition toward a more structured and evidence-based approach.

Table 4: Comparison of historical GHG inventories

Category	2023	2024	2025
Category 1: Direct emissions (tCO ₂ e)	12,940.16	16,899.42	22,283.59
Category 2: Indirect emissions from imported energy (location-based method*) (tCO ₂ e)	656.16	1,020.98	1,139.53
Category 3: Indirect emissions from transportation (tCO ₂ e)	511.01	535.59	826.57
Category 4: Indirect emissions from products used by organisation (tCO ₂ e)	17,419.22	14,813.23	2,994.48
Category 5: Indirect emissions associated with the use of products from the organisation (tCO ₂ e)	0.00	0.00	0.00
Category 6: Indirect emissions from other sources (tCO ₂ e)	0.00	0.00	0.00
Total direct emissions (tCO₂e)	12,940.16	16,899.42	22,283.59
Total indirect emissions* (tCO₂e)	18,586.40	16,369.80	4,960.58
Total gross emissions* (tCO₂e)	31,526.55	33,269.22	27,244.16

Category	2023	2024	2025
Category 1 direct removals (tCO ₂ e)	-3,235.00	-3,564.00	-3,550.00
Total net emissions (tCO ₂ e)	28,291.55	29,705.22	23,694.16
Emissions intensity			
Operating revenue (gross tCO ₂ e / \$Millions)	277.31	241.96	200.62
Operating revenue (gross mandatory tCO ₂ e / \$Millions)	148.77	131.03	173.32

*Emissions are reported using a location-based methodology.



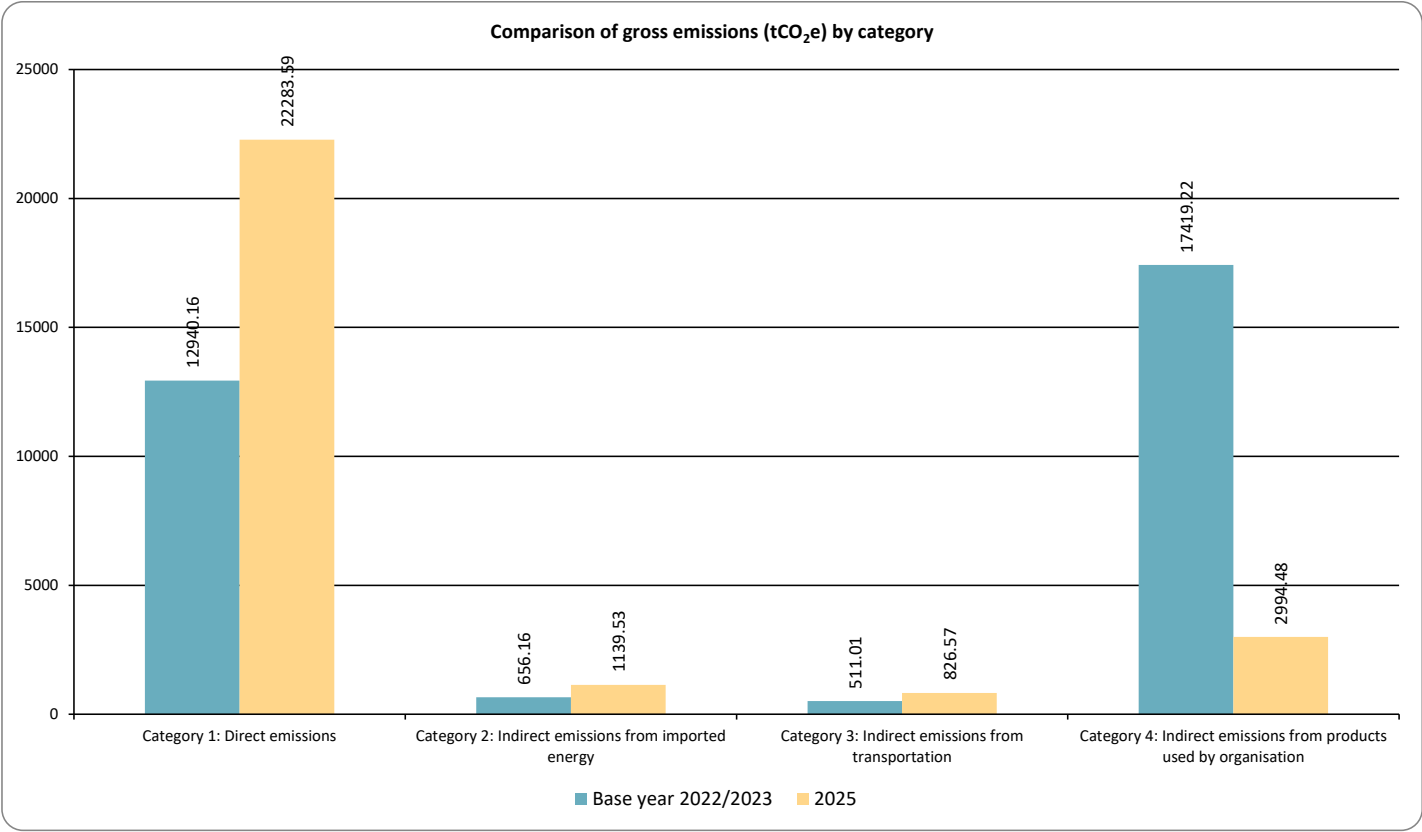


Figure 6: Comparison of gross emissions (tCO₂e) by category between the reporting periods



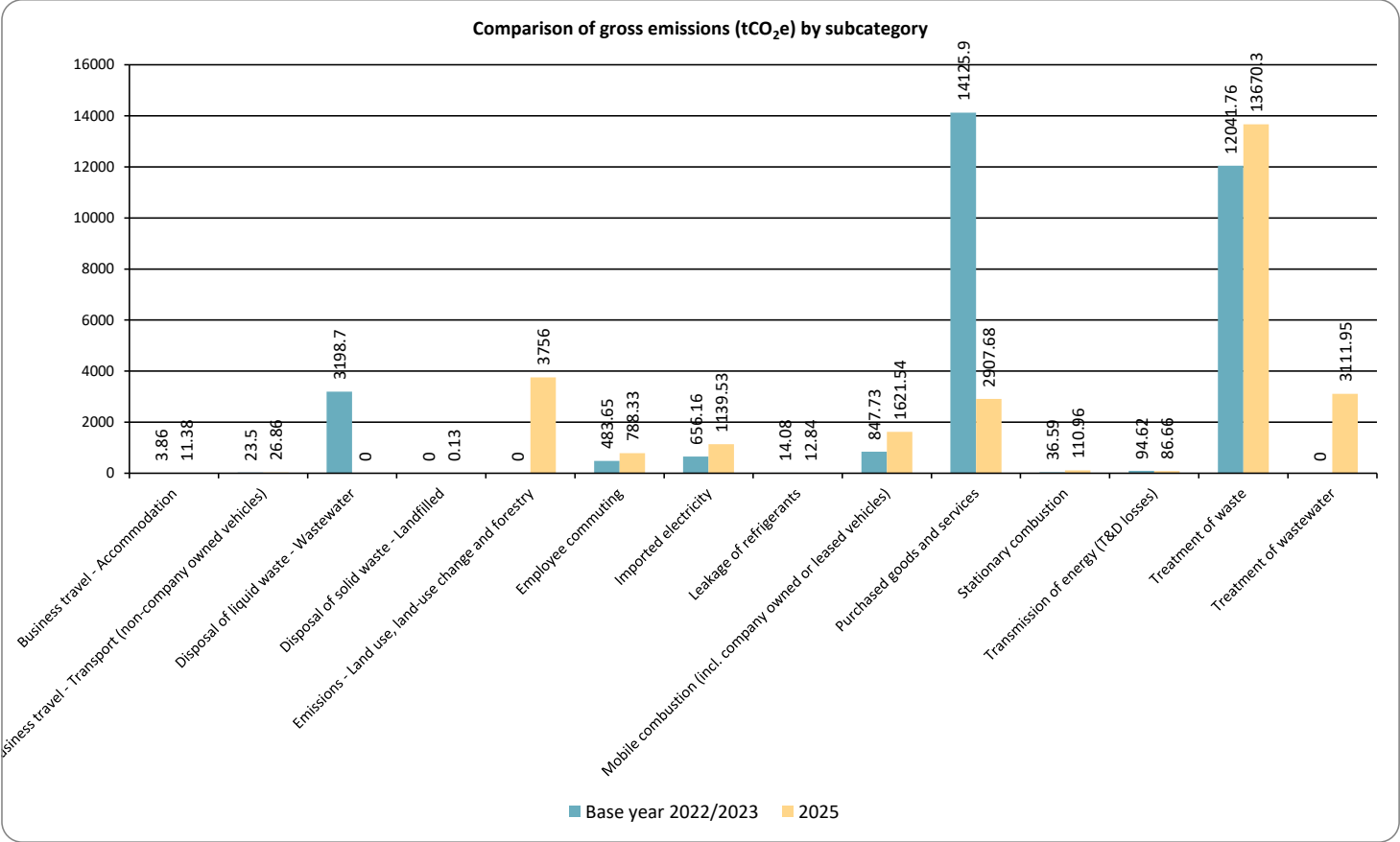


Figure 7: Comparison of gross emissions (tCO₂e) by subcategory between the reporting periods



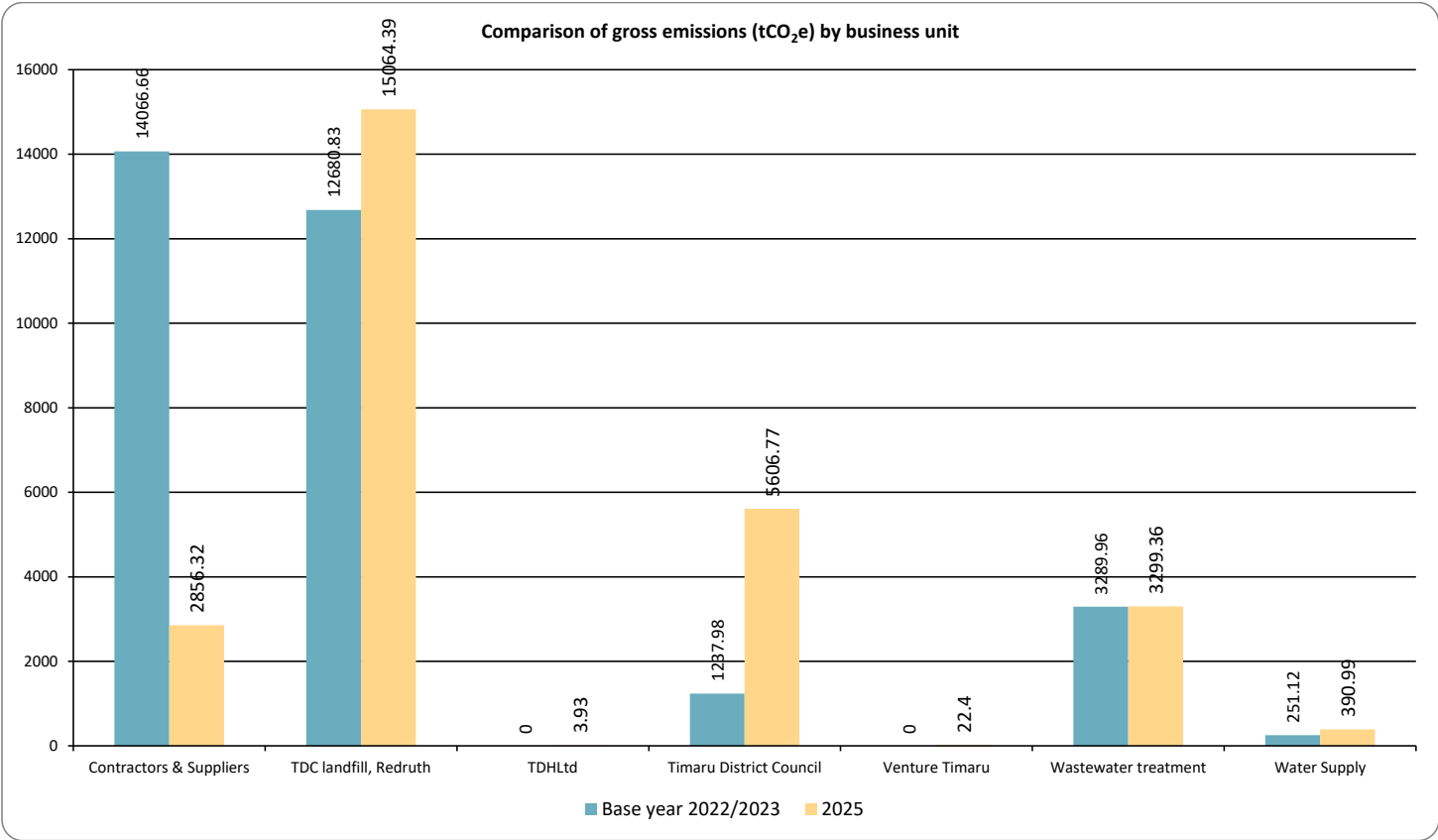


Figure 8: Comparison of gross emissions (tCO₂e) by business unit between the reporting periods



2.2. SIGNIFICANT EMISSIONS SOURCES

Significant sources

The FY24-25 greenhouse gas inventory shows that Timaru District Council's emissions profile is strongly influenced by land-use and organic material management activities.

The most significant source of emissions is waste disposed at the Redruth landfill. Landfilled waste represents a long-term and high-emissions activity due to the ongoing generation of methane from decomposing organic material. As a Council-managed facility receiving municipal and commercial waste, Redruth landfill is attributable to a high proportion of the organisation's overall footprint.

The second largest source is emissions associated with composting operations. Composting plays an important role in diverting organic material away from landfill and supporting waste minimisation objectives. However, due to the large volumes of organic material processed, composting itself represents a material emissions source within the inventory.

The third most significant source is forestry harvesting. Emissions associated with harvesting reflect changes in carbon stocks arising from the removal of trees within Council-managed forestry assets. These emissions can vary substantially from year to year depending on harvesting schedules and forestry management decisions. In FY24-25, harvesting activity had a material influence on the Council's overall emissions profile.

Collectively, these three sources account for the majority of emissions reported in the FY24-25 inventory and define the areas where Council's operational, waste, and land-use decisions have the greatest influence on its greenhouse gas footprint.

Activities responsible for generating significant emissions

Emissions are generated through Council's waste management activities, specifically the acceptance, placement, and long-term containment of municipal and commercial waste at the Redruth landfill. Once organic material is buried, it undergoes anaerobic decomposition over extended periods, producing landfill gas dominated by methane. The emissions therefore arise from the ongoing biological breakdown of waste deposited through Council's waste collection and disposal system.

Emissions are generated through the processing of organic material within composting operations. Organic waste diverted from landfill is biologically decomposed under managed composting conditions, releasing carbon dioxide and smaller quantities of methane and nitrous oxide depending on process conditions. The emissions arise from the composting activity itself - the controlled biological treatment of organic material - rather than from fuel or electricity used at the site, which are reported separately.

Emissions are generated through forestry management activities involving the harvesting of trees within Council-managed forestry assets. When trees are felled, carbon stored in living biomass is transferred into harvested wood products, residues, and soils, with carbon subsequently released over time through decomposition, processing, or end-of-life treatment. The emissions therefore arise from harvesting and associated land-use management activities.

Influences over the activities

Waste landfilled at Redruth landfill is primarily influenced by population growth, economic activity, consumption patterns, and the effectiveness of waste minimisation and diversion programmes. Changes in community behaviour, product packaging, construction and demolition activity, and commercial waste generation all affect landfill input volumes. Future emissions from Redruth will be shaped by Council waste strategy decisions, including investment in diversion infrastructure, organics recovery systems, and contract structures, as well as national waste policy and regulatory interventions.

Composting activity levels are driven by the volume and composition of organic material collected, and the scope of diversion services offered. Expansion of organic waste collection services - such as offering to other regions, changes in regulatory requirements. Future emissions in this area will therefore be influenced by Council waste policy, service design, customer uptake. Operational improvements, changes

in composting methods, or investment in alternative organics processing technologies also have the potential to materially affect both activity levels and emissions intensity.

Forestry harvesting activity is influenced by long-term forestry management plans, market conditions, and land-use objectives. Harvest scheduling, replanting programmes, land conversion decisions, and asset performance expectations all shape the timing and scale of harvesting. Future forestry-related emissions will therefore be affected by strategic land management decisions, integration of carbon objectives into forestry planning, and potential shifts toward longer rotation periods, alternative land uses.

Significant sources that cannot be influenced

The Council's largest emissions sources - landfilled waste, composting, and forestry harvesting - are largely driven by unavoidable biological processes and legacy activities. Landfill emissions arise from long-term decomposition of previously disposed waste, composting emissions are inherent to organic waste treatment, and forestry emissions reflect carbon stock changes associated with harvesting cycles. While Council can influence long-term waste and land management strategies, these sources cannot be materially reduced in the short term.

2.3. STAFF ENGAGEMENT

Staff awareness of emissions management is supported through internal communications, and engagement activities linked to the development of the greenhouse gas inventory. The annual staff travel to work survey has been used as both a data collection tool and an engagement mechanism to build awareness of emissions sources and behaviours. Climate change and emissions considerations are also being integrated into Council planning processes, including the Annual Plan and Long-Term Plan.



APPENDIX 1: DETAILED GREENHOUSE GAS INVENTORY

Additional inventory details are disclosed in the tables below, and further GHG emissions data is available on the accompanying spreadsheet to this report (Appendix1-Data Summary Timaru District Council.xls).

Table 5. Direct GHG emissions and removals, quantified separately for each applicable gas

Category	CO ₂	CH ₄	N ₂ O	NF ₃	SF ₆	HFC	PFC	Desflurane	Sevoflurane	Isoflurane	Emissions total (tCO ₂ e)
Stationary combustion	110.57	0.29	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	110.96
Mobile combustion (incl. company owned or leased vehicles)	1,594.14	3.39	24.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,621.54
Emissions - Industrial processes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Removals - Industrial processes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Leakage of refrigerants	0.00	0.00	0.00	0.00	0.00	12.84	0.00	0.00	0.00	0.00	12.84
Fugitive Emissions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Treatment of waste	0.00	11,195.24	2,475.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,670.30
Treatment of wastewater	489.62	1,243.31	1,379.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,111.95
Emissions - Land use, land-use change and forestry	3,756.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,756.00
Removals - Land use, land-use change and forestry	- 3,550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-3,550.00
Fertiliser use	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Addition of livestock waste to soils	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Addition of crop residue to soils	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Enteric fermentation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Addition of lime to soils	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Open burning of organic matter	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electricity generated and consumed onsite	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Medical gases	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exported electricity	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Forestry, Land and Agriculture	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total net emissions	2,400.34	12,442.24	3,878.18	0.00	0.00	12.84	0.00	0.00	0.00	0.00	18,733.59

Table 6. Non-biogenic, biogenic anthropogenic and biogenic non-anthropogenic CO₂ emissions and removals by category

Category	Anthropogenic biogenic CO ₂ emissions	Anthropogenic biogenic (CH ₄ and N ₂ O) emissions (tCO ₂ e)	Non-anthropogenic biogenic (tCO ₂ e)
Category 1: Direct emissions	0.00	16,292.63	0.00
Category 2: Indirect emissions from imported energy	0.00	0.00	0.00
Category 3: Indirect emissions from transportation	0.00	0.00	0.00
Category 4: Indirect emissions from products used by organisation	0.00	0.03	0.00
Category 5: Indirect emissions associated with the use of products from the organisation	0.00	0.00	0.00
Category 6: Indirect emissions from other sources	0.00	0.00	0.00
Total gross emissions	0.00	16,292.66	0.00

A1.1 REPORTING BOUNDARIES

A1.1.1 Emission source identification method and significance criteria

The GHG emissions sources included in this were identified with reference to the methodology described in the GHG Protocol and ISO 14064-1:2018 standards.

Sources and sinks were identified through a combination of internal engagement and review of operational records. This included direct communication with relevant staff across infrastructure, water, waste, facilities, fleet, procurement, finance, and Council-controlled organisations. Operational expenditure records, supplier invoices, and procurement data were reviewed to identify emissions associated with fuel, energy, waste, and contracted services.

Significance of emissions sources within the organisational boundaries has been considered in the design of this inventory. The significance criteria used comprise:

- All direct emissions sources that contribute more than 1% of total Category 1 and 2 emissions.

Additional detail on significance criteria used, by source and sink, is included in Appendix 2.

A1.1.2 Included sources and activity data management

As adapted from ISO 14064-1, the emissions sources deemed significant for inclusion in this inventory were classified into the following categories:

- Direct GHG emissions (Category 1): GHG emissions from sources that are owned or controlled by the company.
- Indirect GHG emissions (Category 2): GHG emissions from the generation of purchased electricity, heat and steam consumed by the company.
- Indirect GHG emissions (Categories 3-6): GHG emissions that occur as a consequence of the activities of the company but occur from sources not owned or controlled by the company.

Table 7 provides detail on the categories of emissions included in the GHG emissions inventory, an overview of how activity data were collected for each emissions source, and an explanation of any uncertainties or assumptions made based on the source of activity data. Detail on estimated numerical uncertainties are reported in Appendix 1.

Data used to compile the FY24-25 greenhouse gas inventory has been recorded and managed through a combination of a detailed working spreadsheet and Council's information management system plus Microsoft Teams. A central Excel workbook has been maintained to document data inputs, calculations, and cross-check across all emission sources.

Table 7. GHG emissions activity data collection methods and inherent uncertainties and assumptions

GHG emissions category	GHG emissions source or sink subcategory	Overview of activity data and evidence	Explanation of uncertainties or assumptions around your data and evidence	Use of default and average emissions factors	Pre-verified data
Category 1: Direct emissions and removals	Stationary combustion	LPG stationary commercial, CO ₂ , Diesel stationary combustion	Minor uncertainty associated with stock changes and allocation of fuel use between sites.	Default MfE stationary combustion emission factors applied.	Invoices and supplier reports used; not independently pre-verified.
	Mobile combustion (incl. company owned or leased vehicles)	Diesel, Petrol premium, Petrol regular	Assumes fuel purchased is consumed within the reporting year for Council fleet activities.	Default MfE mobile combustion emission factors applied.	Fuel card supplier reports used; not independently pre-verified.
	Leakage of refrigerants	HCFC-22 (R-22, Genetron 22 or Freon 22), HFC-134a, HFC-32	Some uncertainty where leakage quantities are inferred from recharge volumes rather than directly measured.	GWP factors applied for each refrigerant type.	Supplier invoices and maintenance records used; not independently pre-verified.
	Treatment of waste	Composting, Waste landfilled - Redruth - LFGR Mixed waste	Assumes weighbridge data accurately reflects waste quantities and that standard waste composition and decay modelling assumptions used within eManage are representative. Uncertainty exists in waste composition profiles and long-term landfill gas generation modelling.	Default landfill emission factors applied through eManage.	Weighbridge system data used; not independently pre-verified.
	Treatment of wastewater	Wastewater for treatment plants (average)	Moderate uncertainty associated with flow measurement accuracy and process assumptions.	Default wastewater emission factors applied through eManage.	Operational records used; not independently pre-verified.
	Emissions - Land use, land-use change and forestry	Forests - Harvesting (tCO ₂)	Estimates based on standard yield tables and harvest timing assumptions.	Toitū Forest Removals and Quantification Tool Used	Toitū Forest Removals and Quantification Tool Used

GHG emissions category	GHG emissions source or sink subcategory	Overview of activity data and evidence	Explanation of uncertainties or assumptions around your data and evidence	Use of default and average emissions factors	Pre-verified data
	Removals - Land use, land-use change and forestry	Forests - removals (tCO ₂)	Assumes standard growth rates and species profiles are representative of Council forestry assets.	Toitū Forest Removals and Quantification Tool Used	Toitū Forest Removals and Quantification Tool Used
Overall assessment of uncertainty for Category 1 emissions and removals		34%	High		
Category 2: Indirect emissions from imported energy	Imported electricity	Electricity - Annual factor	Low uncertainty as billing data provides reliable aggregated consumption totals.	National grid-average electricity emission factor applied in eManage.	Retailer billing data; not independently pre-verified.
Overall assessment of uncertainty for Category 2 emissions and removals		4%	Low		
Category 3: Indirect emissions from transportation	Business travel - Transport (non-company owned vehicles)	Car Average (unknown fuel type), Pre-calculated (tCO ₂ -e) - Air travel, Pre-calculated (tCO ₂ -e) - Business travel, Air travel domestic (average)	Orbit provided data which is a Toitū partner provides low uncertainty.	Pre-calculated eManage business travel emission factors applied.	Orbit Supplier recrods.
	Business travel - Accommodation	Accommodation - New Zealand, Pre-calculated (tCO ₂ -e) - Purchased goods and services	Orbit provided data which is a Toitū partner provides low uncertainty.	Pre-calculated eManage business travel emission factors applied.	Orbit Supplier recrods.
	Employee commuting	Car Average (unknown fuel type)	Moderate uncertainty. Based on self-reported survey responses and scaled to the workforce. Results are influenced by participation rates.	Car average (unknown fuel type) emission factor applied, given uncertainty of combustion fuel type.	Internal survey data; not independently pre-verified.

GHG emissions category	GHG emissions source or sink subcategory	Overview of activity data and evidence	Explanation of uncertainties or assumptions around your data and evidence	Use of default and average emissions factors	Pre-verified data
Overall assessment of uncertainty for Category 3 emissions and removals		55%	High		
Category 4: Indirect emissions from products used by organisation	Purchased goods and services	Paper use - default, Paper use - specific supplier - Australian Paper, Architectural and engineering services (spend-based), Civil engineering services (spend-based), Computers, parts, and office machinery (spend-based), Libraries, museums, and art (spend-based), Non-residential building construction (spend-based), Research and development (spend-based)	Spend-based approach introduce higher uncertainty.	Ministry for the Environment spend-based emission factors applied.	Finance system records; not independently pre-verified.
	Disposal of solid waste - Landfilled	Waste landfilled LFGR Mixed waste, Waste to Landfill Municipal solid waste (tCO ₂ e)	Uncertainty exists where detailed waste composition or disposal pathway data outside Council operational control is limited.	Default waste disposal emission factors applied	Weighbridge records; not independently pre-verified.
	Transmission of energy (T&D losses)	Electricity distributed T&D losses	Low uncertainty. Calculated using national average transmission and distribution loss factors.	Default transmission and distribution loss factors applied.	e-Manage values; not independently pre-verified.
Overall assessment of uncertainty for Category 4 emissions and removals		35%	High		

A1.1.3 Excluded emissions sources and sinks

Emissions sources in Table 8 have been identified and excluded from this inventory.

Table 8. GHG emissions sources excluded from the inventory

Business unit	GHG emissions source or sink	GHG emissions category	Reason for exclusion
Parks & Recreation	Source - Fertiliser	Scope 1	Excluded due to negligible amount used within Parks and Forestry operations.
People & Capability	Taxi and rideshare use for business travel	Scope 3 (Business travel)	Excluded due to lack of reliable distance, fuel type, and vehicle data. Considered negligible due to hire cars primarily used.
People & Capability	Public transport for business travel	Scope 3 (Business travel)	Excluded due to lack of reliable activity data. Considered immaterial.
Procurement	Contractor fuel use (construction, roading, forestry)	Scope 3 (Purchased services)	Excluded where fuel is not purchased or controlled by Council and activity data is unavailable.
Infrastructure / Property	Embodied emissions from capital works and infrastructure	Scope 3 (Capital goods)	Excluded from operational inventory as lifecycle embodied emissions are not captured. Spend based methodology used instead.
Solid Waste / Landfill	Electricity use under contractor operational control (e.g. landfill operations)	Scope 2	Excluded where electricity is procured and managed by third-party contractors and not available at asset-specific level.
Organisation-wide	Non-car staff commuting (bus, motorbike, walking, cycling, EVs)	Scope 3 (Employee commuting)	Excluded from commuting activity boundary to align with the 'Car average (unknown fuel type)' emission factor. Only combustion car travel included.
Procurement	Certain purchased goods and services.	Scope 3 (Purchased goods and services)	Excluded whereby emissions are considered minimal in comparison to more significant emission sources i.e. Civil engineering.
Parks & Recreation / Urban Forestry	Amenity vegetation and urban tree sequestration	Removals / sinks	Excluded due to uncertainty in species, growth variance, replacement data, data quality limitations.
Airport - Richard Pearce	Aviation fuel used by commercial and private aircraft	Scope 3 (other indirect emissions)	Excluded due to aircraft operations and aviation fuel combustion are under the operational control of third-party airlines and aviation operators.

A1.2 QUANTIFIED INVENTORY OF EMISSIONS AND REMOVALS

A1.2.1 Calculation methodology

A calculation methodology has been used for quantifying the emissions inventory based on the following calculation approach, unless otherwise stated below:

Emissions = activity data x emissions factor

The following alternative emissions quantification approaches have been used in this inventory:

- Forest removals using programme supplied template based on growth rate lookup tables.

The quantification approach(es) has not changed since the previous measurement period

All emissions were calculated using Toitū e-manage with emissions factors and Global Warming Potentials provided by (see Appendix 1 - data summary.xls). Global Warming Potentials (GWP) from the IPCC fifth assessment report (AR5) are the preferred GWP conversion³.

Where applicable, unit conversions applied when processing the activity data has been disclosed.

There are systems and procedures in place that will ensure applied quantification methodologies will continue in future GHG emissions inventories.

A1.2.2 GHG Storage and liabilities

A1.2.2.1 GHG STOCKS HELD ON SITE

Refrigerants and fuels may be stored on site, but their accidental leakage or release could result in a large increase in emissions for that period. Refrigerants such as HFCs, PFCs and SF₆ are GHGs with high global warming potentials, so material volumes of these or fuel are reported as potential liabilities.

Table 9. Total storage as of year end with potential GHG emissions liabilities.

GHG gas stock held	Quantity	Unit	Potential liability (tCO ₂ e)
CO ₂	6,699.00	kilograms	6.70
Diesel stationary combustion	12,600.00	litres	33.77
HCFC-22 (R-22, Genetron 22 or Freon 22)	2.60	kilograms	4.58
HFC-134a	5.00	kilograms	6.50
HFC-32	2.60	kilograms	1.76
LPG stationary commercial	23,723.00	kilograms	70.50
Total potential liability			123.80

A1.2.2.2 LAND-USE LIABILITIES

Organisations that own land subject to land-use change may achieve sequestration of carbon dioxide through a change in the carbon stock on that land.

³If emission factors have been derived from recognised publications which still use earlier GWPs, the emission factors have not been altered from as published

Where sequestration is claimed, then this also represents a liability in future years should fire, flood, management activities or other intentional or unintentional events release the stored carbon.

Table 10. Land-use liabilities (total)

Site name	Total sequestration during reporting period (tCO ₂ e)	Contingent liability (tCO ₂ e)	Total potential liability (tCO ₂ e)
Timaru District Council	-3550	10198	64358

A1.2.3 Supplementary results

Holdings and transactions in GHG-related financial or contractual instruments such as permits, allowances, verified offsets or other purchased emissions reductions from eligible schemes are reported separately here.

A1.2.3.1 PURCHASED OR DEVELOPED REDUCTION OR REMOVAL ENHANCEMENT PROJECTS

Quantified forestry removals have been included in the FY24–25 inventory based on Ministry for the Environment per-hectare removal factors applied to Council-managed forestry assets. These represent biological sequestration only; no carbon credits were generated or earned under the NZ ETS in FY24–25, and no external reduction or removal enhancement projects were purchased for voluntary offsetting. ETS unit purchases associated with Redruth landfill are compliance obligations and are not treated as reduction or removal projects.

APPENDIX 2: SIGNIFICANCE CRITERIA USED

Table 11. Significance criteria used for identifying inclusion of indirect emissions

Emission source	Magnitude	Level of influence	Risk or opportunity	Sector specific guidance	Outsourced	Employee engagement	Intended Use and Users	Include in inventory?
Business travel - land and air	Moderate. Measurable contributor to Category 3 emissions.	High. Council controls travel policies, management approval to travel/attend.	Opportunity to reduce emissions and cost through travel demand management and lower-emission choices.	Recognised Scope 3 source for public sector organisations.	Partially. Travel services provided externally but demand is internally driven.	Yes. Staff behaviour directly influences emissions.	Inform travel policy, operational practices, and reporting to management and elected members.	Yes
Business travel - accommodation	Low to moderate. Smaller than transport but relevant for completeness.	Moderate. Council can influence booking practices and preferred suppliers.	Opportunity to integrate emissions considerations into travel procurement.	Included for completeness of business travel Scope 3 emissions.	Yes. Accommodation is externally provided.	Yes. Driven by staff travel requirements.	Support travel management practices and completeness of emissions profile.	Yes
Employee commuting - private vehicles	Moderate. Organisation-wide indirect emissions source.	Moderate. Council can influence through workplace policies, flexible working, and site planning.	Opportunity to support behavioural change, wellbeing initiatives, and lower-emission commuting.	Common Scope 3 category for public sector inventories.	Yes. Transport modes externally owned and operated.	High. Directly linked to staff behaviour.	Support staff engagement initiatives and organisational awareness.	Yes
Purchased goods and services (including civil construction and contractors)	High. Significant proportion of indirect emissions based on expenditure.	Moderate to high. Council influences through procurement policy, contract design, and specifications.	High strategic opportunity to influence long-term emissions through procurement and capital delivery.	Local government guidance identifies procurement and construction as material Scope 3 sources.	Yes. Majority delivered by third-party suppliers.	Moderate. Influenced through procurement teams and project managers.	Support procurement strategy, capital planning, contract development, and governance oversight.	Yes

Emission source	Magnitude	Level of influence	Risk or opportunity	Sector specific guidance	Outsourced	Employee engagement	Intended Use and Users	Include in inventory?
Transmission and distribution losses (electricity)	Low. Small proportion but included for completeness.	Low. Determined e- Manage emission factors.	Limited direct mitigation opportunity; included for methodological completeness.	Consistent with electricity accounting guidance.	Yes. National grid and distribution companies.	Low.	Ensure completeness and integrity of electricity-related emissions reporting.	Yes
Employee commuting - walking and cycling	Negligible. No associated greenhouse gas emissions.	Low. No emissions to influence.	Not a risk source; positive behavioural opportunity only.	Zero-emissions transport modes are typically excluded from Scope 3 inventories.	No.	Yes. Relevant to wellbeing and active transport promotion.	Tracked for engagement purposes only, not emissions accounting.	No
Employee commuting - public transport	Low. Expected to be immaterial within overall footprint.	Low. Council can encourage but does not control public transport services.	Not a risk source; positive behavioural opportunity only.	May be included where material and data quality supports quantification.	Yes. Public transport providers.	Yes.	Linked to staff behaviour programmes.	No
Employee commuting - electric vehicles	Low. Emissions captured within national electricity factors and considered immaterial at present.	Low. Council influence indirect.	Not a risk source; positive behavioural opportunity only.	Guidance allows exclusion where immaterial.	Yes.	Yes.	Linked to staff behaviour change.	No
Taxi use for work travel	Negligible. Considered immaterial as hire cars are preferred via Orbit.	Low. Council influence limited.	Immaterial; may be reviewed if usage increases.	Guidance allows exclusion of immaterial Scope 3 sources.	Yes. External providers.	Low.	Not material for decision-making at this stage.	No

Emission source	Magnitude	Level of influence	Risk or opportunity	Sector specific guidance	Outsourced	Employee engagement	Intended Use and Users	Include in inventory?
Redruth landfill electricity use	Moderate. Embedded within contracted waste management operations.	Low. Council does not directly procure or operate the electricity supply.	Managed indirectly through waste service contracts and performance specifications.	Electricity consumed by contractors is treated as part of purchased services under Scope 3.	Yes. Facility operations delivered by external waste management contractor.	Low. Not staff-driven.	Captured within purchased services emissions; not reported separately as Scope 2.	No
Fertiliser use	Negligible. Not a material operational activity for TDC.	Low.	No identified climate risk exposure.	Agricultural fertiliser is not a relevant category for Council operations.	No.	Low.	Not applicable to Council's operating profile.	No
Aircraft Fuel - Richard Pearse Airport	High due to the carbon intensity of aviation fuel combustion; however, emissions are generated by aircraft operators and are not part of Council's operational emissions.	Very low. Timaru District Council does not control aircraft operations, aircraft type. Council's influence is limited to airport land ownership and infrastructure provision.	Limited long-term opportunity to influence emissions indirectly through airport planning, infrastructure provision - i.e. EV Charging for aircraft in the future.	Aviation fuel combustion is attributable to aircraft operators (e.g. airlines), not airport owners or infrastructure providers	Yes. Aircraft operations are undertaken entirely by independent third-party airlines and aviation operators.	Not applicable. Council employees are not involved in aircraft operation or aviation fuel management.	Included in the significance criteria assessment to document boundary decisions.	No

APPENDIX 3: REFERENCES

International Organization for Standardization, 2018. ISO 14064-1:2018. Greenhouse gases – Part 1: Specification with guidance at the organization level for quantification and reporting of greenhouse gas emissions and removals. ISO: Geneva, Switzerland.

World Resources Institute and World Business Council for Sustainable Development, 2004 (revised). The Greenhouse Gas Protocol: A Corporate Accounting and Reporting Standard. WBCSD: Geneva, Switzerland.

World Resources Institute and World Business Council for Sustainable Development, 2015 (revised). The Greenhouse Gas Protocol: Scope 2 Guidance. An amendment to the GHG Protocol Corporate Standard. WBCSD: Geneva, Switzerland.

APPENDIX 4: REPORTING INDEX

This report template aligns with ISO 14064-1:2018. The following table cross references the requirements against the relevant section(s) of this report.

Section of this report	ISO 14064-1:2018 clause
Cover page	9.3.1 b, c, r 9.3.2 d,
Availability	9.2 g
Chapter 1: Emissions Inventory Report	
1.1. Introduction	9.3.2 a
1.2. Emissions inventory results	9.3.1 f, h, j 9.3.3
1.3. Organisational context	9.3.1 a
1.3.1. Organisation description	9.3.1 a
1.3.2. Statement of intent	
1.3.3. Person responsible	9.3.1 b
1.3.4. Reporting period	9.3.1 l
1.3.5. Organisational boundary and consolidation approach	9.3.1 d
1.3.6. Excluded business units	
Chapter 2: Emissions Management and Reduction Report	
2.1. Emissions reduction results	9.3.1 f, h, j, k 9.3.2 j, k
2.2. Significant emissions sources	
2.3. Emissions reduction targets	
2.4. Emissions reduction projects	9.3.2 b
2.5. Staff engagement	
2.6. Key performance indicators	
2.7. Monitoring and reporting	9.3.2 h
Appendix 1: Detailed greenhouse gas inventory	9.3.1 f, g
A1.1 Reporting boundaries	
A1.1.1 Emission source identification method and significance criteria	9.3.1 e
A1.1.2 Included emissions sources and activity data collection	9.3.1 p, q 9.3.2 i
A1.1.3 Excluded emissions sources and sinks	9.3.1 i
A1.2 Quantified inventory of emissions and removals	
A1.2.1 Calculation methodology	9.3.1 m, n, o, t
A1.2.2 Historical recalculations	
A1.2.3 GHG Storage and liabilities	
A1.2.3.1 GHG stocks held on site	
A1.2.3.2 Land-use liabilities	9.3.3.
A1.2.4 Supplementary results	
A1.2.4.1 Carbon credits and offsets	9.3.3.3
A1.2.4.2 Purchased or developed reduction or removal enhancement projects	9.3.2 c
A1.2.4.3 Double counting and double offsetting	
Appendix 2: Significance criteria used	9.3.1.e
Appendix 3: Certification mark use	
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Appendix 5: Reporting index	
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9.11 Establishing an Organisational Emissions Reduction Targets Work Programme**Author:** Troy Titheridge, Climate Change Advisor**Authoriser:** Paul Cooper, General Manager Regulatory Development and Growth**Recommendation**

That Council:

1. Receives and notes the Establishing an Organisational Emissions Reduction Targets Work Programme report;
2. Note that Timaru District Council has established a robust understanding of its organisational emissions through three consecutive annual greenhouse gas inventories;
3. Endorse the establishment of an Emissions Reduction Targets Work Programme;
4. Support engagement with Group Managers, budget holders, and people leaders across the organisation to identify emissions reduction opportunities; and
5. Request a future report presenting to full Council the proposed emissions reduction targets and implementation options.

Purpose of Report

- 1 The purpose of this report is to seek Council endorsement to develop an organisational greenhouse gas emissions reduction targets work programme.
- 2 This includes:
 - Engaging General Managers and budget holders across the organisation
 - Assessing emissions reduction opportunities, and
 - Developing options for how targets could be structured and applied
- 3 This report does not propose specific emissions reduction targets, rather it seeks endorsement to undertake the work required to develop them.

Assessment of Significance

- 4 This report is assessed as low significance under the Significance and Engagement Policy. The report does not commit Council to specific emissions reduction targets, financial expenditure, or changes to levels of service. It seeks Council endorsement to undertake further work and engagement to inform the development of emissions reduction targets.

Background

- 5 Timaru District Council has, for three consecutive financial years (from FY2022/23), prepared and reported an organisational greenhouse gas (GHG) emissions inventory. Over this period, ongoing refinements have been made to improve the quality, accuracy, and coverage of emissions data.
- 6 This ongoing work has provided Council with an increasingly reliable understanding of:

- The scale of its organisational emissions, and
 - The key sources contributing to those emissions across Council operations
- 7 The Timaru District Council's FY2024/25 organisational greenhouse gas inventory confirms that emissions are concentrated within several key sources, including landfill operations, composting, forestry harvesting, wastewater treatment, energy use, fleet, and procurement-related activities.
- 8 The FY2024/25 greenhouse gas inventory indicates that Council's gross emissions are approximately 13-14% below the FY2022/23 baseline. While this represents an overall reduction, changes between reporting years reflect a combination of operational factors, external influences (including changes in waste streams), and improvements in data quality, rather than a coordinated emissions reduction programme.
- 9 To date, Council's focus has been on:
- Establishing a credible emissions baseline
 - Improving data quality and coverage
 - Building internal understanding of emissions sources
- 10 This foundational work is now sufficiently mature to support the next step: Moving from measuring emissions to actively managing and reducing them.
- 11 There is an emerging expectation from central government and the public that councils demonstrate not just measurement, but management of emissions. The second Emissions Reduction Plan (ERP2, amended January 2026) reinforces the role of local government in embedding emissions reduction into planning and investment decisions. Establishing targets now positions Council to respond proactively to evolving national direction and sector expectations, rather than reactively over time.
- 12 At present:
- There are no formal organisation-wide emissions reduction targets
 - Emissions reduction activities occur in an ad hoc and uncoordinated manner, largely in response to national or global factors.
 - There is no agreed framework for prioritising emissions reduction efforts
- 13 A number of district councils comparable to Timaru District Council have already formalised emissions reduction targets, including interim reduction targets and long-term net zero aspirations. Timaru District Council's three consecutive inventories place it in a strong position to consider a similar progression.
- 14 The Climate Change Mitigation and Adaptation Priorities (CCMAP) document endorsed by the Development and Growth Committee in March 2026, presented a range of actions to support Council's climate response. However, it did not define the scale or timeframe of emissions reduction to be achieved, nor how actions should be prioritised relative to one another.
- 15 The proposed work programme will not duplicate the CCMAP. Rather, it provides the framework required to prioritise, sequence, and scale those actions by establishing clear emissions reduction targets and outcomes.
- 16 This report represents an initial step for Timaru District Council, by establishing a structured work programme to explore and develop appropriate emissions reduction targets.

Discussion

- 17 Purpose of the Work Programme: The proposed work programme is not intended to re-identify emission sources. Rather, its purpose is to determine:
- How emissions reduction targets should be structured.
 - What level and type of ambition is appropriate for Timaru District Council.
- 18 This includes assessing whether Council should adopt:
- A single organisation-wide emissions reduction target,
 - A combination of organisation-wide targets and source specific reduction pathways (e.g. fleet, waste, energy), or,
 - A staged approach focusing on the most material and influenceable emissions sources.
- 19 This approach reflects common practice across the local government sector whereby Councils typically follow a staged approach of establishing intent, assessing options, engaging internally, and then adopting targets.
- 20 It is anticipated that targets will be based on gross emissions, with initial focus on emissions sources most directly within Council's control, consistent with public sector best practice and Office of the Auditor-General guidance.
- 21 Why this Work is Required: While Council has a clear understanding of its emissions profile, several key questions remain:
- Which emissions sources can be most effectively influenced in the short and medium term?
 - What level of reduction is realistic and achievable given operational and financial constraints?
 - How should targets account for complex or less controllable sources, such as landfill emissions and forestry harvesting?
 - What balance should be struck between:
 - Organisation-wide targets, and
 - Targeted reductions in specific operational areas?
- 22 Proposed Approach: It is proposed that a staged work programme be undertaken to develop emission reduction targets.
- 23 Phase 1 - Scoping and Engagement
- Recognise the key emissions sources based on the existing inventory with Unit Managers
 - Engage with Group Managers and budget holding staff
 - Identify operational drivers and constraints
- 24 Phase 2 - Opportunities and Pathways
- Identify emissions reduction opportunities across key areas
 - Assess feasibility, costs, and benefits.
 - Consider influence over emissions sources

25 Phase 3 - Target Structure and Options

- Develop options for how targets could be structured, including:
 - Organisation-wide targets
 - Source-specific targets
 - Hybrid approaches
- Assess alignment with national direction and sector practice

26 Phase 4 - Report back to Council

- Present recommended target and implementation approach
- Seek Council endorsement

Options and Preferred Option**27 Option 1 – Establish a structured work programme to develop emissions reduction targets. Preferred Option.**

28 This option would endorse a staged work programme to engage across the organisation, assess emissions reduction opportunities, and report back with recommended target options and implementation pathways.

29 Advantages:

- Enables an evidence-based and practical approach to target setting
- Aligns with Council's strategic direction and climate commitments
- Builds organisational understanding and ownership before targets are set
- Supports informed future decision-making

30 Disadvantages:

- Requires staff time and internal engagement
- Does not deliver an immediate emissions reduction target

31 This option best supports the long-term interests of the district by enabling a coordinated and achievable approach to emissions reduction. It strengthens Council's decision-making capability and aligns with sector practice. Costs are limited at this stage and can be managed within existing resources, with any future implications reported to Council.

32 Option 2 – Set a high-level emissions reduction target immediately.

33 This option would adopt an organisation-wide emissions reduction target without undertaking a structured scoping and engagement process.

34 Advantages:

- Provides an immediate signal of intent
- Requires less upfront process

35 Disadvantages:

- Risks setting a target that is not achievable or well-informed
- Limited organisational input and ownership

- May require revision once realities are better understood

36 While this option would provide a clear objective, this option carries a risk that targets may not be practical or deliverable, potentially undermining the organisation's credibility.

37 **Option 3** – Maintain the status quo / do nothing at this stage

38 This option would involve continuing to prepare annual emissions inventories and continue to offer guidance and proposals to budget holders without initiating a work programme to develop emissions reduction targets.

39 **Advantages:**

- No additional resource requirements
- No immediate budget implications

40 **Disadvantages:**

- No clear direction for emissions reduction
- Missed opportunities to take action on addressing emissions data findings
- Increasing misalignment with local government sector practice
- Potential future cost implications if ad hoc reactionary decisions are made

41 This option offers limited long-term value and does not support proactive reduction of Council's emissions or strategic direction.

Preferred Option

42 Option 1 is recommended as this provides a balanced approach through enabling Council to develop emissions reduction targets that are evidence-based, achievable and supported by people leaders across the organisation, while retaining Council's decision-making authority through a future report.

Consultation

43 No external consultation has been undertaken for this report. Internal engagement with Group Managers and budget holders will be a key component of this proposed work programme.

Relevant Legislation, Council Policy and Plans

44 Local Government Act 2002 - Requiring Councils to promote the social, economic, environmental and cultural wellbeing of communities.

45 Climate Change Response Act 2002 (as amended by the Climate Change Response (Zero Carbon) Amendment Act 2019) - New Zealand's legislative framework for reducing greenhouse gas emissions and adapting to the impacts of climate change. Includes the national target of Net Zero Emissions by 2050.

46 Timaru District Council Climate Change Response Policy (2024) - Committing Council to taking action to reduce emissions, and respond to climate risks.

47 Timaru District Council's Climate Change Mitigation and Adaptation Priorities document - An operational work programme identifying priority mitigation and adaptation actions across

Council activities. The proposed emissions reduction targets work programme builds on this by establishing the scale, direction, and prioritisation of emissions reduction outcomes.

- 48 New Zealand Emissions Reduction Plans (ERP1 and ERP2) - Setting the national direction for reducing emissions across all sectors, including transport, energy, waste, and infrastructure. ERP2 (2026-2030, as amended in January 2026) reinforces the need for emissions reduction to be embedded into planning, investment, and operational decision-making, including within local government.
- 49 National Adaptation Plan - Outlines actions to prepare for the impacts of climate change and identifies roles for local government in managing climate risks, supporting resilient infrastructure, and enabling community adaptation.

Financial and Funding Implications

Amount Requested: \$0

Capital Expenditure: \$0

Operational Expenditure: \$0 – To be developed within existing staff resources and work programmes.

Funding Source: Rate Funded ☒ Loan Funded ☐ Grant/Subsidy Funded ☐
Targeted Rate ☐ Fees/Charges ☐

Is the proposed expenditure: Budgeted ☒ or Unbudgeted ☐

Is a budget reallocation required? Yes ☐ No ☒

Other Considerations

- 50 This report does not have immediate implications for the Long-Term Plan (LTP) or Annual Plan. However, any emissions reduction targets and associated actions developed through the proposed work programme may have future implications for:
- Budget prioritisation
 - Capital and operational expenditure
 - Performance measures and reporting
- 51 Activity Management Plans (AMPs) will be a key mechanism for implementing emissions reduction targets. Future updates to AMPs may be required to reflect agreed emissions reduction targets and associated actions. The proposed work programme will:
- Inform how emissions reduction opportunities are incorporated into asset planning and service delivery
 - Support integration of emissions considerations into lifecycle planning, renewals, and levels of service
 - Enable alignment between emissions reduction targets and long-term infrastructure investment decisions

Attachments

Nil

9.12 Temporary Road Closure Applications - Section 342 and Schedule 10, Clause 11(e) LGA

Author: Selina Kunac, Transport Strategy Advisor

Authoriser: Susannah Ratahi, General Manager Land Transport

Recommendation

That Council:

1. Approve the temporary road closure application(s) listed in the table in Section 7 of this report, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including all conditions proposed by officers.
2. Approve that traffic management for the application(s) listed in the table in Section 8 of this report be funded from the Community Events and Programmes budget.

Purpose of Report

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

Assessment of Significance

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

Background

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

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

Discussion

- 6 The following temporary road closure application(s) have been assessed by Council officers and require a decision on approval by Council. Records of application assessment, including full Council officer recommendations, are included as Attachment 1.

Event Name / Organisation	Event type	Event date and traffic management set up/pack down times	Proposed closure area	Officer recommendation
Matariki Night Market 2026	Community	9 July 2026 from 3:30pm to 8:30pm	Stafford Street from Bay Hill to George Street Church Street from Stafford Street to Sophia Street Strathallan Street from Stafford Street to The Terrace	Recommended
Community Benefit:		The Matariki Night Market is held annually and has become a highlight on the community events calendar. The Market sees Timaru's main street transformed into a celebration for Matariki, bringing together multicultural food vendors, artisan craft stalls and performers. This event creates a vibrant, welcoming atmosphere in our city centre, supporting community connections, celebrating culture and boosting local business.		

Options and Preferred Option

- 7 **Option one (Preferred option)** is that the Council
- Approve the application(s) for the above events listed in section 7 for temporary road closure, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including all conditions proposed by officers.
 - Approve that traffic management for the road closure application(s) listed in the table below be funded from the Community Events and Programmes Budget.

Event Name	Cost to prepare temporary traffic management plan	Cost to implement temporary traffic management plan	Total cost incurred by Council
Matariki Night Market 2026	\$ 970.00+GST	\$ 2227.00+GST	\$3197.00+GST
Comment			

- This option incurs some cost to Council as outlined in the Financial Implications section below. These costs are within available budgets.

- 8 **Option two** is that Council approves the temporary road closure applications as per Option 1, under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, with additional conditions to be advised by the Committee. This option incurs some cost to Council as outlined in the Financial Implications section below.
- 9 **Option three** is that Council advises alternate decisions to approve and/or decline the temporary road closure applications under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974, including advising any additional conditions if applicable. This option may result in the proposed event or events being unable to proceed as planned and cancelled.

Consultation

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

Relevant Legislation, Council Policy and Plans

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

Financial and Funding Implications

- 16 Council has an approved Land Transport Community Events and Programmes budget of \$90,000 (excluding GST) for the current financial year within the Land Transport Activity, which provides funding for traffic management for community events.
- 17 The following costs would be incurred by Council if these events were approved to proceed (all costs are estimates and exclude GST):

Event Name	Cost to prepare temporary traffic management plan	Cost to implement temporary traffic management plan	Total cost incurred by Council

Matariki Night Market	\$ 970.00+GST	\$ 2227.00+GST	\$3197.00+GST
TOTAL (for approval in this paper)	\$3,197.00 + GST		
Previously approved	\$50,842.00 + GST		
Cost to date (If all approved)	\$54,039.00 + GST		

Other Considerations

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

Attachments

1. Application Review Records May 2026 [!\[\]\(70724ae9ef4f3b41357ea5e2420e69bb_img.jpg\)](#) 

Temporary Road Closure

Application Review Record

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



Event details	
Event name:	Matariki Night Market 2026
Event organisation:	Timaru CBD Group
Event contact details:	Karen Bennett – Karen@theexchangetimaru.nz
Event date/time:	09/07/2026 3:30pm to 8:30pm
Road/road section to be closed:	Stafford Street from Bay Hill to George Street; Church Street from Stafford Street to Sophia Street; Strathallan Street from Stafford Street to The Terrace
Event type:	Community

Officer application assessment result	Recommended
Recommendations	
That Timaru District Council (or a Committee of the whole) approve temporary closure of Stafford Street from Bay Hill to George Street; Church Street from Stafford Street to Sophia Street; Strathallan Street from Stafford Street to The Terrace for the Matariki Night Market 2026 on 09 July 2026 from 3:30pm to 8:30pm under Section 342 and Schedule 10, Clause 11(e) of the Local Government Act 1974. That Timaru District Council (or a Committee of the whole) approve traffic management for Matariki Night Market 2026 to be funded from the Community Events and Programmes budget. That approval is subject to the following conditions: - that Timaru CBD Group has public liability insurance in place for the event, covering a minimum of \$1,000,000. - that temporary closure is undertaken in accordance with the approved Temporary Traffic Management Plan - that communications activity is undertaken in accordance with the approved communications plan - that all staff at the event (including volunteers) comply with any instructions from NZ Police, Council Officers and Traffic Management staff. - that Timaru CBD Group will meet the cost of any damage to public property, including roads, caused by the event. - that following the event, all streets and surrounding areas will be left in a clean and tidy condition. - that Timaru CBD Group will ensure compliance with any other relevant regulation/bylaw pertaining to the event is met (for example, health and safety, food/liquor licenses, waste management).	
Costs	
Total cost estimate for the Traffic Management is \$3197.00+GST	
Officer Name: Casey Glover	Officer date: 05/05/2026

Application Assessment

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

Applicant has satisfied all information requirements	Yes
Officer comments: <i>If No: Application to be returned to applicant to inform resubmission.</i>	

NZTA / NZ Police Consultation	
NZTA	
Contact name:	Scott McKenzie
Contact date:	5 May 2026
NZTA comments and TDC actions (if applicable):	No response
NZ Police	
Contact name:	Vicky Walker, Richard Quested
Contact date:	5 May 2026
NZ Police comments and TDC actions (if applicable):	No response

Communications plan	
Communications Plan provides the following information: - Lists affected stakeholders - Describes how stakeholders will be affected by temporary road closure	Yes

• Outlines key messages • Includes action/implementation plan detailing how and when stakeholders will be communicated with • Includes procedure for managing complaints • Includes procedure for how the plan will be monitored	
Communications Plan is approved:	Yes
Officer comments	

Traffic management	
COMMERCIAL EVENTS ONLY: Temporary Traffic Management Plan approved	NA
Officer comments:	
COMMUNITY EVENTS ONLY: TTMP prepared by Council contractor and approved	Yes
TTMP Preparation costs	\$ 970.00+GST
Estimated TTMP Implementation costs	\$ 2227.00+GST
Officer comments:	

Event charges	No
Officer comments: no fee for people attending the market	

Key dates	
Action	Date
Advertising intent of road closure	Live on website
Council/Committee report due	
Council/Committee decision	26/05/2026
Advertising confirmation of road closure	TBC following approval.

Monitoring			
Action	Date	Officer Name	Associated Record numbers
On-site records received			
Site Audit record (if applicable) <i>To be populated at/following event implementation.</i>			

9.13 Undersize Stock Underpass Approval Request - Maze Road**Author:** Susannah Ratahi, General Manager Land Transport**Authoriser:** Nigel Trainor, Chief Executive**Recommendation**

That Council:

1. Receives and notes the Undersize Stock Underpass Approval Request – Maze Road Report;
2. Approves the installation of a stock underpass within the Maze Road legal road reserve, subject to all required engineering approvals and statutory consents; and
3. Approves an exemption from Clause 3 of the Stock Underpass Policy to allow the proposed underpass structure to extend approximately 9.42m within the 20m legal road reserve, rather than the full width of the road reserve.

Notes that:

1. No Council or NZTA funding contribution is being requested for the installation;
2. All construction, maintenance, inspection, renewal, and ongoing liability costs associated with the underpass remain the responsibility of the landowner; and
3. All required resource consents, building consents, and corridor access approvals must be obtained prior to construction commencing.

Purpose of Report

- 1 The purpose of this report is to seek Council approval for a proposed stock underpass on Maze Road that does not fully comply with the current Stock Underpass Policy requirement for the structure to extend across the full width of the legal road reserve.

Assessment of Significance

- 2 This matter is considered to be of low significance under Council's Significance and Engagement Policy as it relates to a site-specific infrastructure approval affecting a low-volume rural road and does not materially alter Council's levels of service, strategic direction, or financial position.
- 3 The decision does not commit Council to funding the works and does not create a precedent requiring future approvals, as each application would continue to be assessed on its individual merits.

Background

- 4 Council has received a request from the adjacent landowner to install a stock underpass beneath Maze Road to improve stock movement and farm operations.

- 5 The proposed underpass would be constructed within a low-volume rural road environment and would extend approximately 9.42m within the legal road reserve, which has an overall width of approximately 20m.
- 6 The current Stock Underpass Policy states that stock underpasses are to be constructed beneath the entire road reserve, with entrances located within private property boundaries, unless specific approval is granted by Council.
- 7 In this instance, the applicant is seeking approval for a shorter structure length that does not extend across the full legal road reserve width.
- 8 No funding contribution is being sought from Council or NZTA toward the installation costs.

Discussion

- 9 The intent of the existing policy requirement for underpasses to extend across the full road reserve is to ensure that Council retains unrestricted access to the full legal road corridor for future maintenance, drainage, utility services, widening, or other transport activities.
- 10 The proposed underpass does not fully comply with this requirement due to the shorter structure length proposed.
- 11 While future transport, utility, drainage, or other infrastructure requirements cannot be entirely ruled out, these risks can be managed through the legal agreement associated with the approval, including provisions requiring the structure to be extended, altered, or removed at the landowner's expense if the road reserve is required for future works.
- 12 The proposal is not expected to create a significant operational issue for the transport network, provided that:
 - 12.1 The remaining road reserve width remains available for future transport or utility activities if required;
 - 12.2 The design meets Council engineering standards and safety requirements; and
 - 12.3 all associated risks and liabilities remain with the landowner.
- 13 The proposed design would provide cost savings for the applicant, compared to a design that fully complies with the Stock Underpass Policy. The underpass would provide operational benefits for the landowner by reducing the need to move stock across the live carriageway, which may also provide some safety benefits through reduced stock movements on the road surface.
- 14 As the proposal departs from the adopted policy position, staff consider it appropriate for Council to make the decision on whether an exemption should be granted in this instance.

Options and Preferred Option

- 15 Council approves the proposed stock underpass and grants an exemption from the policy requirement for the structure to extend across the full legal road reserve width. This option recognises the low-volume rural nature of Maze Road and enables the applicant to proceed with a practical solution that improves farm operations and reduces stock movements across the carriageway. There is no direct financial impact on Council, however the proposal would represent a departure from the current Stock Underpass Policy. This risk can be partially managed through the legal agreement, which could require the structure to be extended, altered, or removed at the landowner's expense in the future should the road reserve be required for transport, utility, drainage, or other infrastructure purposes.

- 16 Council declines the request and requires any underpass structure to fully comply with the Stock Underpass Policy by extending beneath the entire legal road reserve width. This option maintains consistency with the adopted policy and preserves maximum long-term flexibility within the road corridor. However, it may significantly increase costs for the applicant and could result in the proposal not proceeding, meaning stock movements across the live carriageway would continue.

Consultation

- 17 No formal public consultation has been undertaken or is considered necessary due to the low significance and site-specific nature of the proposal.
- 18 Internal consultation has been undertaken with relevant Land Transport staff regarding operational and corridor management considerations.

Relevant Legislation, Council Policy and Plans

- 19 Local Government Act 2002.
- 20 Land Transport Act 1998.
- 21 Local Government Act 1974.
- 22 Building Act 2004.
- 23 Resource Management Act 1991.
- 24 Stock Underpass Policy.

Financial and Funding Implications

- 25 No Council or NZTA funding contribution is being requested for the proposed stock underpass.
- 26 All costs associated with the design, consenting, construction, maintenance, inspection, renewal, alteration, or removal of the structure will remain the responsibility of the landowner.
- 27 Any administrative, engineering, legal, or corridor management costs associated with processing the application and associated approvals will be recovered in accordance with Council's Fees and Charges Schedule where applicable.

Other Considerations

- 28 Should approval be granted, the applicant will still be required to obtain:
- 28.1 a Services Consent and/or Corridor Access approval;
 - 28.2 a Licence to Occupy, Deed of Grant, lease, or other legal agreement as required by Council;
 - 28.3 all required building and resource consents; and
 - 28.4 any other approvals identified through detailed design review.
- 29 All future maintenance, inspections, renewal, and liability associated with the structure will remain the responsibility of the landowner.

Attachments

1. **Maze Road - Box Culvert 26 May 2026**  

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Contractor to locate all existing services & verify all dimensions before commencing work



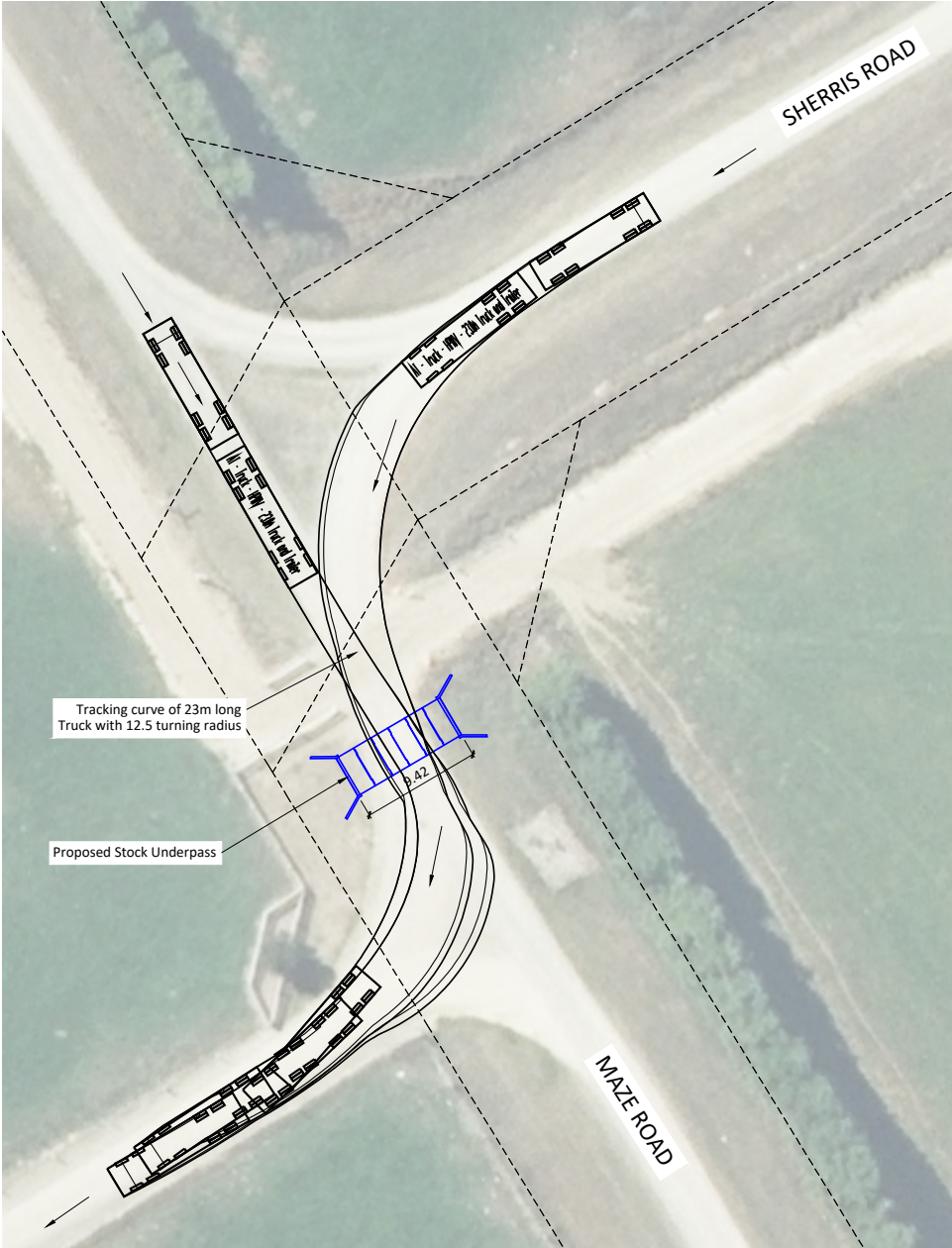
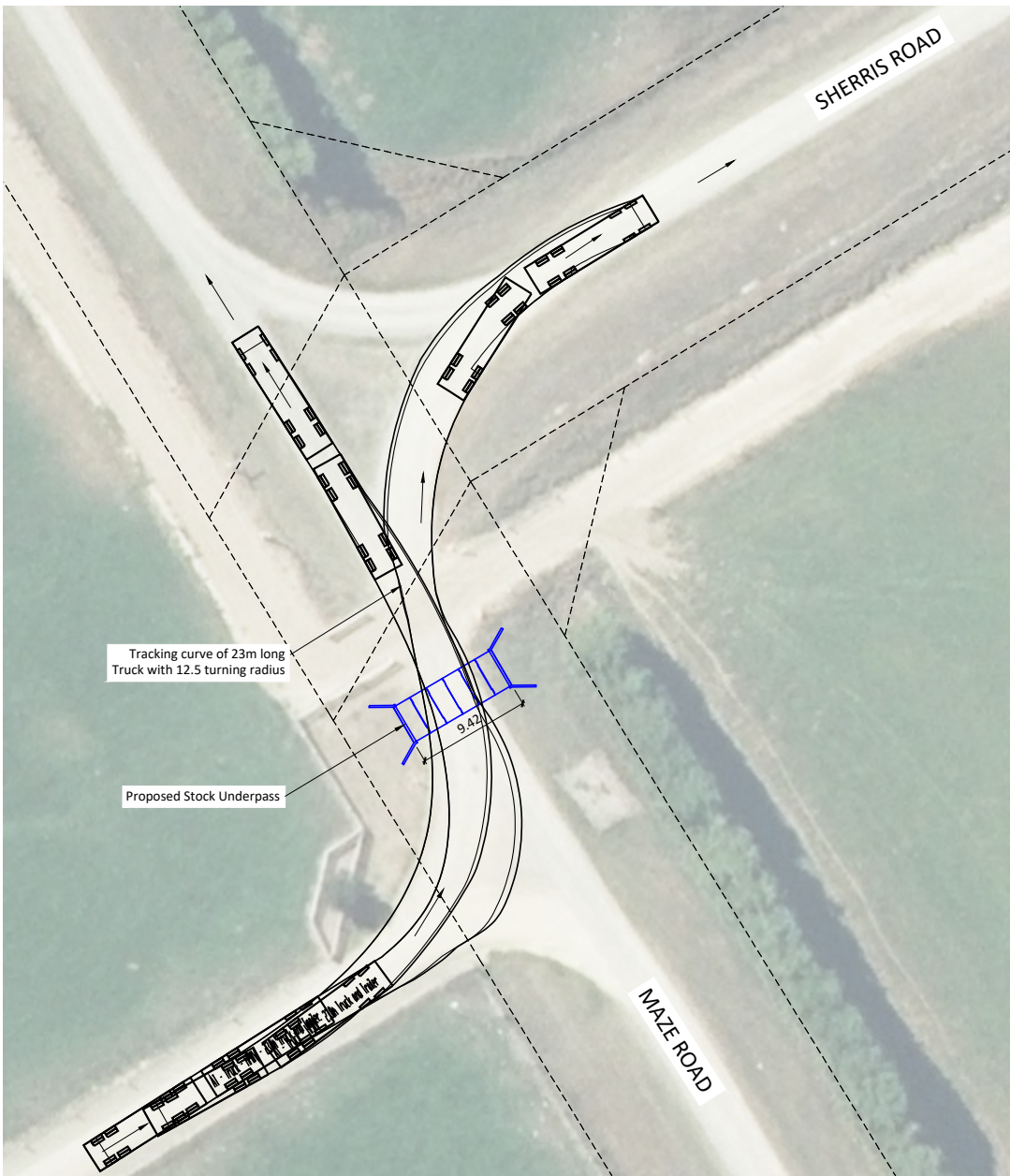
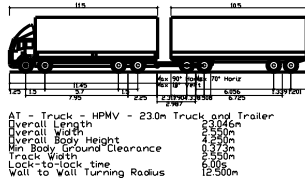
Issue	Date	Reason	Approved
A	02-26	For Discussion	SC

Notes:

- All dimensions in metres unless shown otherwise;

Key

----- Property boundary



CAD ref: C:\2d5\data\DO-TIMARU\31066 TM - Maze and Sherris Road, Pleasant Point_11520\06 CADD\Draw\31066 Maze Road - Box Culvert.dwg



Davis Ogilvie (Aoraki) & Partners Ltd
Engineers - Surveyors - Planners
12 The Terrace, Timaru 7940
P.O. Box 359 Timaru, NZ
Ph. 03 688 8350 / 0800 888 350
Also - Nelson, Christchurch, Greymouth

Maze Road Box Culvert Tracking Analysis Plan

Analysis Plan

Design	Drawn	QA Check	DWG	Issue
Scale @ A3	SZ	SC	31066	A
1:500	Date	File	31066	
	03-26			

9.14 Council Financial Performance Report to 30 April 2026**Author:** Tyler Zandrack, Senior Management Accountant**Authoriser:** Andrea Rankin, Chief Financial Officer**Recommendation**

That Council receive and note the summary financial results to 30 April 2026.

Purpose of Report

- 1 The purpose of this report is to outline progress on implementing the 2025-26 Annual Plan and report on the financial results for the period ended 30 April 2026.

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 Council's financial performance during the current financial year.

Discussion

- 3 The following is a summary of the financial performance as at 30 April 2026 – refer to Attachment 1 for financial tables.

	YTD Actuals 30 Apr 2026 (\$000)	Budget to 30 Apr 2026 (\$000)	Variance (\$000)	YTD Actuals 30 Apr 2025 (\$000)	Full year Budget (\$000)	Forecast to 30 Jun 2026 (\$000)
Total Revenue	121,736	114,573	7,163	107,597	145,306	152,571
Total Expenses	105,923	122,180	(16,257)	108,494	146,529	133,684
Operating Surplus/(Deficit)	15,813	(7,607)	23,421	(898)	(1,220)	18,887
Capital Expenditure	43,369	67,015	(23,646)	31,572	80,418	71,514

- 4 Significant variances to budget are as follows:
 - 4.1 Revenue: Theatre Royal Grants received in the current year budgeted in the prior year \$6.6m; Aorangi Stadium grant received for significant project \$2.0m, offset by Subsidised roading revenue \$1.0m due to delay in Kellands Hill Rd project. Vested asset revenue received -budgeted at year end \$2.1m, offset by interest revenue decrease from budget by (\$2.0m) from lower interest rates.
 - 4.2 Expenditure: Personnel costs \$3.5m under budget due to restructure savings and current vacancies. Finance costs \$2.8m under budget due to interest rates lower than

budget, and delays in capital projects from budget deferring additional borrowings. Depreciation expenditure \$5.0m under budget. Decrease primarily the result of the 24/25 roading revaluation review correcting several errors, including assets depreciated at the wrong rates, and other assets double counted. This is offsetting the increase expected for additions and the roading revaluation increase.

- 4.3 Other expenses \$5.0m under budget, significant variances: waste management: waste site maintenance and recycling quarterly PPI increases not yet incurred \$0.4m Prior year over-accrual reducing current year expenditure \$0.6m. Parks \$0.6m under budget from in-house team completing contractor work, and Roads and footpaths \$0.7m under budget due to saving initiatives, Electricity expenses \$0.5m seasonal expenditure, and employee courses registration \$0.3m due to saving initiatives.
- 4.4 For further detail, refer to the Statement of Comprehensive Revenue and Expenses
- 4.5 Capital: Claremont Water treatment plant \$5.1m under budget. Multi-year project, now in tender phase. Theatre Royal under budget \$1.6m. Timing of construction. Parking enforcement \$3.1m under budget – awaiting Sophia St Geotech report and changes to Government standards and parking meter business case. Road improvement works \$3.9m, delay in crown resilience project, and construction on other projects planned May-June. Wastewater projects \$3.6 under budget. In Design phase, Construction season primarily in quarter 3 and 4 of the year. Software upgrades \$1.0m under budget primarily relating to delays in the 'Altitude' project, to be carried forward into the next financial year. Aorangi Stadium Equipment purchases \$0.8m underbudget, due to timing of main building project.
- 4.6 For further detail, refer to the Capital spend to date by project report.
- 5 Total borrowings as at 30 April 2026 were \$255.7M. The net debt position at the same date is \$228M. Net debt is total borrowings less cash reserves held by Council.
- 6 Debt to revenue ratio as at 30 April 2026 is 157%. Council's debt to revenue ratio limit is 250% as set out in its Financial Strategy. This is comfortably within Councils ceiling limit.

Net Debt	228,293
Full year budgeted Revenue	145,306
Debt to revenue ratio	157%

	Full year Budget – Apr 26 Debt \$000	Full year budget – YE Forecast Debt \$000
Budgeted Revenue 2025/26	145,306	152,571
Net Debt	228,293	251,621
Debt to Revenue Ratio	157%	165%
Net Debt Cap - Limit		
250% - as per policy	363,265	381,427
Available funds	134,972	129,806
280% - LGFA policy	406,857	427,198

Available funds	178,563	175,577
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Budget reallocation report

- 7 Finance review each activity for expenditure where the actual year to date amount is currently equal to or exceeding the full year to date budget amount, indicating a budget reallocation is required. This excludes items budgeted centrally such as payroll, depreciation, finance costs.
- 8 Explanations are obtained and noted in the table below for other expenditure.
- 9 A written budget reallocation request can be provided by each relevant activity at the request of Council.

Activity	April YTD \$000	Full Year budget \$000	Description	Comment
Community Support: Climate & Sustainability	\$93,765	\$66,728	\$26k variance. Approved Canterbury Climate Partnership	Expenditure as required. Underbudgeted
Corporate support: Parks and Recreation Management	\$534,701	\$392,163	\$142k variance. Setting up of Parks in-house team. Approved by Council	Development of SOP's and Training programmes. Offsets with Parks operational expenditure below budget (April YTD: \$335k)
Recreation and Leisure: Art Gallery	\$532,911	\$527,951	\$5k variance YTD. Reopening activities following building works. Includes public programming, visitor engagement, replenishment of retail stock.	Funded through utilisation of donations received over budget of \$80k.
Roading: Parking Facilities	\$211,117	\$202,241	\$9k variance YTD. Relates to a carpark lease and general maintenance increases	Kathmandu carpark lease to be reviewed as part of the CBD parking mgmt. plan due Jan27

			due to aging parking infrastructure.	
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Forecast Over Budget Report

- 10 Below activities are where the updated March reforecast for other expenditure (excluding centrally budgeted items) is exceeding the full year budget by \$30k or more.

Activity	Year end forecast \$	Full year budget \$	Description	Comment
Community support: Community engagement	\$726,914	\$672,095	\$55k variance. Primarily relates to Youth impact planned event	Unbudgeted expenditure with corresponding unbudgeted revenue MTFJ fully offset.
Corporate support: Information Technology	\$2,749,199	\$2,584,879	\$164k variance. Primarily relates to software expenses and internet communication charges.	\$26k of the variance relates to staff training, budget held by HR, actuals included in the activity. Remaining variance \$138k relates to increased software costs, offset by a decrease in hardware expensed due to saving initiatives. Changes have been made to a major supplier for internet communication charges due to cost increases. Expected to decrease costs for the remainder of 25/26 and 26/27
Corporate support: Strategy and Corp planning	\$1,051,570	\$989,126	\$62k variance. Primarily relates to additional audit fees	Audit fees for the 24/25 annual report higher than budgeted
Corporate support: Drainage and Water management	\$1,731,763	\$1,649,670	\$82k variance. Primarily relates to TA quarterly levy	\$42k of the variance relates to staff training. Budget held by HR, actuals by the activity. Remaining variance \$40k. TA quarterly levy under accrued in the prior year \$50k
Environmental services: Building control	\$1,670,970	\$1,554,544	\$116k variance. Primarily relates to consent software	\$170k consent software on-charge added as other revenue. Corresponding expenditure not included in budget in error.
Other Activities: Vehicle Management	\$516,844	\$465,194	\$52k variance. Primarily relates to fuel costs	Forecast was increased as a result of sudden fuel cost increases.
Three waters: Water supplies	\$7,412,007 (updated: \$6,872,000)	\$6,821,568	\$590k variance. Primarily relates to material cost escalations. Note: Forecast was completed during a	\$35k relates to staff training, budget held by HR. Remaining variance of \$555k now revised down by \$540k.

			peak, now adjusted back to long term average as cost escalations for new supplies delayed further than expected	Remaining variance of \$15k not material
Three waters: Wastewater	\$3,980,892	\$3,738,716	\$242k variance. Primarily relates to significant and ongoing increase in reactive maintenance (cleaning)	Required to ensure compliance
Downlands water supply	\$1,258,103	\$1,216,874	\$41k variance. Primarily relates to overheads and internal labour	Charged from TDC to Downlands, to be included in the budget going forward
Waste management: Refuse collection	\$7,970,492	\$7,846,294	\$124k variance. Relates to bin maintenance and forecast June PPI increase	Change in treatment for bin maintenance. Now completed by contractor, previously completed under a capital budget. Forecast PPI increase for June increased due to unknown impact of fuel prices.

Council Decisions with Financial Impact 2025/26

- 11 Councillors have requested a register of any financial decisions that will have an impact on the current financial that are approved outside of the Annual Plan/ Long Term Plan process.
- 12 The review of decisions will be continued on an ongoing basis following meetings going forward.
- 13 The below table excludes public excluded resolutions.

Meeting	Resolution	Activity	Opex/Capex	Amount	Budgeted	Decision
28/04/26	2026/74	Property	Capex	\$250k + \$142k	Partial (\$250k)	Approve reallocation of \$250K Capital from Temuka Stadium EQC strengthening to fund Temuka Stadium renewals. Approve additional \$142K expenditure
28/04/26	2026/76	Corporate	Opex	\$80k	Yes	Approve reallocation from Strategy and Corporate Audit Services to Consultants
31/2/26	2026/61	Planning	Opex	\$58k	Yes	Utilise budgets from planning, LTU, and D&W for procurement of Growth Projections for Timaru

31/3/26	2026/55	Urban water	Capex	\$685k \$50k	No	Increase budget to enable planned reactive renewals. Bring forward \$50k from 26/27 to 25/26 for Waihi River works
24/2/26	2026/30	Land Transport	Capex	\$80k	In 26/27	Bring forward \$80k survey equipment budget from Y3 into Y2 of the LTP
26/08/25 Council	2025/99	Property	Capex	Unknown. Disposal of asset gain/lot to be recognised	No	Approve crown acquisition of 36.6m2 of Esplanade Reserve
26/08/25 Council	2025/100	Local Water done Well	Opex	\$432k in 25/26 \$1.932m in 26/27	No	Loan funding of establishment costs
19/08/25 Community Services	2025/19	Swimming Pools	Capex	\$150k	No	Approve heating system upgrade for Pleasant Point pool – No longer applicable
05/08/25 Council	2025/97	Community Boards	Capex	\$73k in 25/26 \$69k in 25/26	To review	Carry forward capital funding – Temuka Community board from 24/25 \$73,027 Carry forward capital funding – Geraldine Community Board from 24/25 \$68,935

Attachments

1. April 2026 YTD Financial Report [↓](#) 
2. April 2026 YTD - Capex Variance to Budget [↓](#) 

Statement of Comprehensive Revenue and Expenses, detailing significant items for April Financial Year to Date (YTD), and Year end Forecast 25/26

Revenue			Apr YTD \$000	Apr Budget YTD \$000	YTD Variance \$000	Variance % of full budget	Prior year Apr YTD \$000	Commentary >50k variance YTD Actuals vs Budget	25/26 Year End Forecast	Full Year budget \$000
Rates revenue	General rates		(43,838)	(43,856)	(18)	0%	(38,496)		(52,702)	(52,628)
	Targeted rates	Water Revenue	(9,882)	(9,976)	(94)	1%	(10,552)	Updating the connection register. Approx 300 items on full connection to be on 50%. Included in Financial arrangements activity	(11,878)	(11,972)
		Wastewater Revenue	(6,707)	(6,707)	0	0%	(5,856)		(8,048)	(8,048)
		Stormwater	(4,369)	(4,369)	0	0%	(4,301)		(5,243)	(5,243)
		Downlands Water Supply Revenue	(2,651)	(2,651)	0	0%	(3,032)		(3,181)	(3,181)
		Waste Collection Revenue	(6,539)	(6,539)	0	0%	(6,398)		(7,846)	(7,846)
		Water by Meter	(1,716)	(2,519)	(803)	27%	(1,907)	Lower usage due to weather. Also phasing of meter reading, but unlikely to make up full deficit	(2,224)	(3,023)
Rates penalties			(538)	(458)	80	-15%	(573)	Actuals based on external factors independent of budget	(548)	(550)
Total Rates Revenue			(76,240)	(77,075)	(835)	1%	(71,115)		(91,670)	(92,490)
Fees & charges	Fees & charges	Waste Management Operations Revenue	(5,153)	(4,980)	173	-3%	(5,057)	Refuse fees over budget \$201k. Demand Driven	(6,158)	(5,976)
		Wastewater Revenue	(2,834)	(2,689)	145	-4%	(3,352)	Seasonal timing component with increase industrial plant maintenance resulted in increase in tanker volumes. New Tradewaste customer started in Nov25	(3,349)	(3,226)
		CBAY revenue	(1,155)	(1,280)	(124)	8%	(1,145)	Cbay swim school admission and other fees \$60k, Cbay aquatics \$31k, demand driven	(1,316)	(1,536)
		Community Housing Revenue	(1,685)	(1,667)	19	-1%	(1,510)		(2,022)	(2,000)
		Building Control Revenue	(2,136)	(2,310)	(173)	6%	(1,972)	Building consent revenue based on demand, economic conditions.	(2,529)	(2,772)
		Parking enforcement	(1,064)	(1,211)	(148)	10%	(1,115)	Extended free parking on Stafford St and parking pay and display faults	(1,322)	(1,453)
		Animal Control Revenue	(840)	(699)	141	-19%	(779)	Infringement and fines higher than budget. Actuals based on factors independent of budget	(843)	(735)
		Properties Revenue	(397)	(371)	27	-6%	(374)		(438)	(445)
		Other fees and charges	(2,476)	(2,787)	(311)	9%	(2,506)	No individually significant items or variances remaining	(2,910)	(3,344)
Total Fees and Charges			(17,741)	(17,993)	(251)	1%	(17,810)		(20,888)	(21,488)
Finance revenue Interest	Related party		(576)	(1,667)	(1,091)	55%	(1,068)	Interest rates lower than budgeted	(679)	(2,000)
	Bank & term deposits		(526)	(1,460)	(934)	53%	(1,557)		(700)	(1,752)
Total Finance revenue			(1,102)	(3,127)	(2,025)	54%	(2,625)		(1,378)	(3,752)
Subsidies and grants		Subsidised Roothing Revenue	(9,532)	(10,541)	(1,010)	8%	(8,907)	NZTA funding dependent on project mix being completed. Significant project Crown resilience, Kellands Hill Rd deign now complete, now going for construction 26/27.	(11,213)	(12,649)
		Waste Management Operations Revenue (levy)	(1,003)	(1,125)	(122)	9%	(917)	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,001)	(1,350)
		Theatre Royal Revenue	(6,550)	0	6,550			0 Grants budgeted prior year received for Theatre Royal project commenced	(8,835)	0
		Safer Communities - Project Turnaround Revenue	(179)	0	179		(80)	Community Employment Programme not budgeted. MTFJ	(179)	0
		Aorangi Stadium	(2,070)	0	2,070			0 Grants budgeted prior year received for Aorangi Stadium project commenced	(2,638)	0
		Parks Revenue	(466)	(802)	(335)	35%		0 Better off funding for cycleways projects timing. Project 241 in the Capex spreadsheet - Parks	(1,815)	(962)
		Other subsidies and grants	(72)	(48)	23	-41%	(823)	No individually significant items or variances remaining	(91)	(58)
Total subsidies and grants			(19,871)	(12,516)	7,355	-49%	(10,728)		(25,772)	(15,019)
Other revenue	Development and Financial Contributions		(1,053)	0	1,053		(428)	Development contributions, based on development demand	(701)	0
	CBAY other revenue		(1,656)	(1,411)	245	-14%	(1,655)	Gym memberships \$193k; Swim school \$64k, demand driven	(1,935)	(1,693)
	Dividends Received		0	0	0	0%	(4)		(1,100)	(1,100)
	Petrol tax		(403)	(500)	(97)	16%	(681)	Monthly amount received for petrol tax approx \$35-\$40k. Demand driven	(478)	(600)
	Vehicle revenue		(522)	(521)	2	0%	(550)	Offsets with other expenses - Plant hire - internal usage	(626)	(625)
	Other revenue		(1,676)	(1,431)	245	-14%	(1,540)	No individually significant items or variances remaining	(2,232)	(1,731)
	Other (Gains)/Losses		697	0	(697)		272	Loss on disposal of assets	597	0
Total other revenue			(4,613)	(3,863)	750	-13%	(4,587)		(6,475)	(5,749)
Total Revenue			(119,566)	(114,573)	4,994	(0)	(106,864)		(146,183)	(138,498)
Expenditure										
Personnel costs			25,343	28,826	3,483	10%	27,312	Restructure and vacancy savings	30,669	34,501
Finance costs			7,164	9,973	2,809	23%	7,000	Interest rates lower than budgeted. Variance to decrease later in the financial year as borrowings increase for capital programme	9,669	11,968
Depreciation expense			31,610	36,584	4,974	11%	32,110	24/25 Roothing revaluation review corrected several errors (incorrect depreciation rates and assets double-counted: approx \$4m decrease in dep) Offset by increased depreciation for revaluation gain. Budget set before revaluation review. Incorrectly charged depreciation reversed as part of the revaluation. Included in equity revaluation reserve account.	39,513	43,901
Other expenses	Contractors	Parks	2,411	3,006	595	16%	2,714	Seasonal component, and in-house team now completing work previously undertaken by contractors	3,140	3,607
		Roothing and footpaths	6,170	6,913	743	9%	6,008	Reduction in expenditure where NZTA funding is not matched. Saving initiatives	8,122	8,296
		Refuse Collection	1,770	2,000	230	10%	1,955	Contractor costs under budget. Quarterly increases for actuals, budget even	2,464	2,400
		Waste Management Operations	3,029	4,031	1,002	21%	3,566	Under budget for waste site maintenance and recycling expenditure due to quarterly PPI increases - budget evenly split, and a contractor price reduction due to a credit received for commodities profit share. Peel Forest contractor expenses shifted to Peel Forest balance sheet provision	4,224	4,838
		Urban Water	1,845	1,666	(179)	-9%	1,938	Seasonal expenditure, higher in summer months	2,740	1,999
		Wastewater	1,197	950	(247)	-22%	1,042	Reticulation contractor costs \$247k over budget for reactive maintenance - additional breaks, also relates to a conditional assessment programme being carried out.	1,599	1,140
		Community Housing	381	453	71	13%	303	Building maintenance under budget. Used as required	495	543
		Downlands Water Supply	561	746	185	21%	577	Reticulation costs underbudget. Seasonal dependent and weather event based	772	895
		Other Contractors	2,905	3,625	720	17%	2,897	No individually significant items or variances remaining	3,635	4,350
Total Contractors			20,271	23,391	3,120	11%	21,000		27,192	28,069
	Waste Minimisation Levy Expense		761	1,125	364	27%	715	TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard monthly amounts. Offset in Revenue	955	1,350
	Consultants		1,711	2,034	323	13%	1,892	Professional services drainage and water mgmt underbudget \$85k. Dam safety Potential Impact Classification (PIC) assessment set up in the prior year now a lower ongoing cost. PWC finance consultants \$104k under budget. HR consultants \$94k, used as required	2,442	2,441
	Planning Consultant Fees - District Plan review		775	872	97	9%	1,883	District plan review. Budget even split; majority of the work to be completed within the first 6 months of 25/26	976	1,046
	Sampling and testing - water		293	653	360	46%	339	Sampling and testing not even during the year. Particularly weather dependent	390	783

	Electricity	2,040	2,591	551	18%	1,974	Seasonal expenditure. No significant increase from PY as budgeted	2,591	3,109
	Software Support & Upgrades - Expensed	1,511	1,320	(191)	-12%	1,660	New software: Pulse, Wyldlynx annual cost total: \$120k, Price increase from prior year approx \$60k p.a. One off Cybersecurity authority review \$20k	1,808	1,584
	Carbon Credits	1,417	1,417	(0)	0%	1,062		1,700	1,700
	Aoraki DevelopmentEconomic Development and Promotion	1,238	1,215	(23)	-2%	1,458		1,431	1,458
	Insurance including LAPP	1,667	1,656	(10)	-1%	1,326		1,959	1,987
	Course Seminar & Conference Registration	253	578	325	47%	252	Only essential training approved until restructure was complete. Ongoing decrease due to saving initiatives	356	694
	Rates	700	700	(0)	0%	40		871	840
	Plant Hire - Internal Usage	522	515	(7)	-1%	507	Offsets with Vehicle revenue	628	618
	Other expenses	8,647	8,731	84	1%	7,967	No individually significant items or variances remaining	10,533	10,476
	Total other expenses	41,806	46,797	4,991	9%	42,072		53,832	56,156
	Total Expenditure	105,923	122,180	16,257	11%	108,494		133,684	146,526
Net result	Excluding vested assets and revaluation	(13,644)	7,607	21,251		1,630		(12,500)	8,027
Vested assets		(2,170)	0	2,170		(732)		(6,388)	(6,807)
Net result including vested assets		(15,813)	7,607	23,421		898		(18,888)	1,220
Other comprehensive revenue: Water revaluation		-	-	-		-		(69,932)	(70,063)

Review of All Council Activities by Directorate

Community Support

Airport

GM: Andrew Dixon Activity Lead: Stan Hansen
Activity Description: Operation of the Richard Pearce Airport

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	(223)	(223)	0	0%	(414)		(267)	(267)	(497)
	Fees & charges	(468)	(508)	(40)	7%	(458)	Hanger lease budgeted increase not yet in effect due to ongoing discussions	(575)	(610)	(554)
	Other revenue	(3)	0	3		0		(2)	0	(18)
Revenue Total		(694)	(731)	(37)	4%	(872)		(844)	(877)	(1,068)
Expenditure	Personnel costs	112	152	40	22%	84	Coding corrected as part of Labour review.	145	183	101
	Depreciation expense	143	331	188	47%	163	System generated depreciation based on actual assets. Aligns with prior year	180	397	181
	Finance costs	100	100	0	0%	108		120	120	94
	Other expenses	378	446	68	13%	329	Building maintenance under budget \$60k. Items to be recoded from capital to expenditure being reviewed	493	535	544
Expenditure Total		733	1,029	296	24%	684		936	1,235	920
Airport Total		39	298	259	72%	(188)		92	358	(148)

Cemeteries

GM: Andrew Dixon Activity Lead: Garth Nixon
Activity Description: Operation of burial and cremation interments in South Canterbury

Revenue	Rates revenue	(440)	(440)	0	0%	(287)		(528)	(528)	(345)
	Fees & charges	(210)	(254)	(44)	14%	(140)	Increase in cremations, lower fee. Demand driven	(253)	(305)	(179)
	Subsidies and grants	(5)	(5)	1	-15%	(5)		(7)	(6)	(5)
	Other revenue	(142)	(33)	108	-271%	(141)	Plot purchases, demand driven	(174)	(40)	(164)
Revenue Total		(798)	(732)	66	-7%	(574)		(963)	(878)	(694)
Expenditure	Depreciation expense	8	6	(2)	-25%	11		9	7	9
	Finance costs	81	81	(0)	0%	82		98	98	77
	Other expenses	667	649	(19)	-2%	555		793	778	693
Expenditure Total		757	736	(21)	-2%	648		900	883	780
Other Comprehensive Total		0	0	0	0%	0			2	
Cemeteries Total		(41)	4	45	652%	74		(63)	7	86

Civil Defence

GM: Paul Cooper Activity Lead: Darryn Grigsby
Activity Description: Emergency management leadership, advice and planning

Revenue	Rates revenue	(432)	(432)	0	0%	(405)		(519)	(519)	(486)
Revenue Total		(432)	(432)	0	0%	(405)		(519)	(519)	(486)
Expenditure	Personnel costs	247	256	9	3%	241		299	308	262
	Depreciation expense	66	79	12	13%	66		83	94	61
	Finance costs	14	14	(0)	0%	10		17	17	13
	Other expenses	116	153	37	20%	104		152	184	129
Expenditure Total		443	502	59	10%	420		552	603	505
Other Comprehensive Total		0	0	0	0%	0			3	
Civil Defence Total		11	70	59	68%	16		33	86	19

Climate & Sustainability

GM: Paul Cooper Activity Lead: Vacant
Activity Description: Research and analysis on the effects of climate change on Council activities

Revenue	Rates revenue	(266)	(266)	0	0%	(56)		(320)	(320)	(67)
Revenue Total		(266)	(266)	0	0%	(56)		(320)	(320)	(67)
Expenditure	Personnel costs	75	211	135	53%	85	Vacancies	96	253	93
	Finance costs	0	0	(0)	-1%	0		0	0	0
	Other expenses	93	56	(37)	-56%	20	\$72k Annual charge - Canterbury Climate Change Partnership, endorsed by Council, under-budgeted	89	67	20
Expenditure Total		169	266	98	31%	105		185	320	113
Climate & Sustainability Total		(98)	0	98		49		(135)	0	46

Economic Development and Promotion

GM: Stephen Doran Activity Lead: Stephen Doran
Activity Description: Enhancing the districts economy, significant activity relates to contributions to the CCO Venture Timaru

Revenue	Rates revenue	(1,324)	(1,324)	0	0%	(1,246)		(1,589)	(1,589)	(1,495)
Revenue Total		(1,324)	(1,324)	0	0%	(1,246)		(1,589)	(1,589)	(1,495)
Expenditure	Finance costs	76	76	0	0%	0		91	91	71
	Other expenses	1,272	1,248	(23)	-2%	1,474		1,472	1,498	1,475
Expenditure Total		1,347	1,324	(23)	-1%	1,475		1,562	1,589	1,546
Economic Development and Promotion Total		23	0	(23)		229		(27)	0	51

Public Toilets

GM: Andrew Dixon Activity Lead: Andrew Dixon
Activity Description: Provision and maintenance of public toilet facilities.

Revenue	Rates revenue	(528)	(528)	0	0%	(404)		(634)	(634)	(484)
Revenue Total		(528)	(528)	0	0%	(404)		(634)	(634)	(484)
Expenditure	Depreciation expense	18	27	9	27%	18		23	33	22
	Finance costs	13	13	0	0%	7		16	16	12
	Other expenses	427	491	64	11%	395	Building maintenance under budget \$35k. Used as required	513	589	525
Expenditure Total		459	531	72	11%	420		551	637	560
Public Toilets Total		(70)	3	72	2184%	16		(83)	3	75

Social Housing

GM: Andrew Dixon Activity Lead: Diane Miller
Activity Description: Provision and maintenance of affordable rental housing : 236 units

Revenue	Fees & charges	(1,685)	(1,667)	19	-1%	(1,510)		(2,022)	(2,000)	(1,760)
Revenue Total		(1,685)	(1,667)	19	-1%	(1,510)		(2,022)	(2,000)	(1,760)
Expenditure	Depreciation expense	123	143	20	12%	131		154	172	155
	Finance costs	93	93	0	0%	57		112	112	88
	Other expenses	924	1,025	101	8%	568	Building maintenance - under budget \$77k. Used as required	1,150	1,230	1,425
Expenditure Total		1,141	1,261	121	8%	756		1,416	1,514	1,668
Other Comprehensive		0	0	0	0%				(32)	
Social Housing Total		(544)	(405)	139	-27%	(755)		(606)	(519)	(92)

Community Engagement

GM: Stephen Doran Activity Lead: Jessica Hurst
Activity Description: Activities to improve Council engagement with groups, for example youth, seniors, refugees

Revenue	Rates revenue	(521)	(521)	0	0%	(495)		(625)	(625)	(590)
	Finance revenue	(17)	0	17		(20)		(17)	0	(37)
	Subsidies and grants	(179)	0	179		(130)	Community Employment Programme not budgeted. MTFJ	(179)	0	(160)
	Other revenue	(44)	(40)	4	-8%	(44)		(55)	(48)	(138)
Revenue Total		(761)	(561)	201	-30%	(689)		(878)	(673)	(925)
Expenditure	Finance costs	1	1	(0)	0%	0		1	1	1
	Other expenses	519	560	41	6%	539	Youth impact awards event \$25k to be held in May, budget even	727	672	580
Expenditure Total		520	561	41	6%	539		728	673	581
Community Development Total		(241)	0	241		(150)		(150)	0	(344)
Community Support Total		(921)	(30)	891	(14)	(710)		(938)	(64)	(306)

Corporate Support
Commercial and Strategy

Financial Services

GM: Andrea Rankin Activity Lead: Andrea Rankin
Activity Description: Financial planning, monitoring and reporting. Administers rating, payables and receivables, financial advice for all council activities

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Fees & charges	(17)	0	17		0		(20)	0	(1)
	Other revenue	(2,604)	(2,683)	(79)	2%	(195)	Revenue collected for the CBD 'BID' collected through rates, recoded to other revenue at year end. Full year budget: \$120k	(3,175)	(3,219)	(3,188)
Revenue Total		(2,621)	(2,683)	(62)	2%	(195)		(3,195)	(3,219)	(3,189)
Expenditure	Personnel costs	1,442	1,394	(48)	-3%	1,337	Position changes with restructure	1,775	1,672	1,752
	Project billing	(71)	0	71		0	Staff billing to major projects	(71)	0	0
	Other expenses	1,165	1,289	124	8%	774	PWC consultant expenditure currently underbudget \$104k. Used as required	1,405	1,547	1,437
Expenditure Total		2,537	2,683	146	5%	2,110		3,110	3,219	3,189
Financial Services Total		(84)	0	84		1,915		(86)	0	0

Information Technology

GM: Justin Bagust Activity Lead: Justin Bagust
Activity Description: Provides technology-based services and strategies across all council activities

Revenue	Fees & charges	(17)	(18)	(1)	6%	(13)		(21)	(22)	(18)
	Other revenue	(5,138)	(5,134)	5	0%	(4,201)		(6,162)	(6,161)	(6,073)
	Other gains	(3)	0	3		(2)		(3)	0	(2)
Revenue Total		(5,158)	(5,152)	6	0%	(4,216)		(6,186)	(6,183)	(6,093)
Expenditure	Personnel costs	1,936	2,070	134	5%	2,039	Vacancies, restructure changes	2,342	2,484	2,466
	Project billing	(189)	(250)	(61)	20%	0	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(299)	(300)	(5)
	Depreciation expense	622	1,102	480	36%	629	System generated depreciation based on actual assets. Aligns with prior year	783	1,322	799
	Finance costs	76	76	(0)	0%	30		91	91	72
	Other expenses	2,367	2,154	(213)	-8%	2,229	Software expensed \$183k overbudget. New software: Pulse, Wyldlynx annual cost total: \$120k. Price increase from prior year approx \$60k p.a for all of software. One off Cybersecurity authority review \$20k	2,749	2,585	2,783
Expenditure Total		4,812	5,152	340	5%	4,927		5,666	6,183	6,115
Information Technology Total		(346)	0	346		711		(520)	0	22

Property Management

GM: Andrew Dixon Activity Lead: Andrew Dixon
Activity Description: Management of the property unit

Revenue	Other revenue	(448)	(448)	(0)	0%	(637)		(537)	(537)	(730)
		(448)	(448)	(0)	0%	(637)		(537)	(537)	(730)
Revenue Total		(448)	(448)	(0)	0%	(637)		(537)	(537)	(730)
Expenditure	Personnel costs	453	566	113	17%	593	Restructure changes	551	680	696
	Personnel - Project billing	(155)	(333)	(178)	44%	(128)	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(255)	(400)	(196)
	Other expenses	208	215	7	3%	184		268	258	231
Expenditure Total		505	448	(58)	-11%	649		564	537	730
Property Management Total		58	0	(58)		13		27	0	0

Risk and Assurance

GM: Stephen Doran Activity Lead: Narayan Swamy
Activity Description: Internal audit and risk management

Revenue	Other revenue	(212)	(213)	(0)	0%	(79)		(255)	(255)	(266)
		(212)	(213)	(0)	0%	(79)		(255)	(255)	(266)
Revenue Total		(212)	(213)	(0)	0%	(79)		(255)	(255)	(266)
Expenditure	Personnel costs	137	140	3	2%	146		168	168	172
	Other expenses	82	72	(10)	-12%	78		97	87	94
Expenditure Total		219	213	(7)	-3%	224		265	255	266
Risk and Assurance Total		7	0	(7)		145		10	0	0

Strategy & Corporate Planning

GM: Stephen Doran Activity Lead: Steph Forde
Activity Description: Corporate planning activities, publications and strategic improvements

Revenue	Other revenue	(1,530)	(1,530)	0	0%	(1,321)		(1,836)	(1,836)	(1,395)
		(1,530)	(1,530)	0	0%	(1,321)		(1,836)	(1,836)	(1,395)
Revenue Total		(1,530)	(1,530)	0	0%	(1,321)		(1,836)	(1,836)	(1,395)
Expenditure	Personnel costs	755	706	(49)	-6%	600	Overtime not budgeted. No longer applicable going forward	916	847	752
	Other expenses	812	824	13	1%	751		1,052	989	644
Expenditure Total		1,567	1,530	(37)	-2%	1,350		1,967	1,836	1,395
Strategy & Corporate Planning Total		37	0	(37)		29		131	0	0

Corp support: Commercial and Strategy Total		(329)	0	329		2,812		0	(438)	0	22
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Corporate Support
Corporate Support - Other

Chief Executive

GM: Nigel Trainor Activity Lead: Nigel Trainor
Activity Description: Executive support and Programme office for all of council

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Other revenue	(789)	(789)	0	0%	(697)		(947)	(947)	(714)
		(789)	(789)	0	0%	(697)		(947)	(947)	(714)
Revenue Total		(789)	(789)	0	0%	(697)		(947)	(947)	(714)
Expenditure	Personnel costs	600	539	(61)	-9%	534	New positions allocated to CE unit with restructure	754	647	634
	Finance costs	7	7	0	0%	0		8	8	7
	Other expenses	178	243	65	22%	161	Solicitors fees \$73k underbudget. Used as required.	242	291	169
Expenditure Total		785	789	4	0%	696		1,005	947	809
Chief Executive Total		(4)	0	4		(2)		58	0	95

Council Building

GM: Andrew Dixon Activity Lead: Andrew Feary
Activity Description: Operation of the council building, including maintenance

Revenue	Other revenue	(597)	(597)	(0)	0%	(592)		(716)	(716)	(740)
		(597)	(597)	(0)	0%	(592)		(716)	(716)	(740)
Revenue Total		(597)	(597)	(0)	0%	(592)		(716)	(716)	(740)
Expenditure	Personnel costs	44	60	16	22%	36		56	72	44
	Depreciation expense	86	82	(5)	-5%	81		108	98	160
	Finance costs	119	119	(0)	0%	79		142	142	113
	Other expenses	352	410	58	12%	324	Building maintenance underbudget \$48k. Used as required	482	492	422
Expenditure Total		601	670	69	9%	521		788	804	740
Council Building Total		4	73	69	78%	(71)		72	88	0

Drainage and Water Management

GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Management of three waters activities

Revenue	Fees & charges	(68)	(64)	4	-5%	(53)		(81)	(77)	(72)
	Other revenue	(1,384)	(1,384)	0	0%	(2,673)		(1,661)	(1,661)	(3,997)
Revenue Total		(1,452)	(1,449)	4	0%	(2,726)		(1,743)	(1,738)	(4,069)
Expenditure	Personnel costs	1,772	2,303	532	19%	1,935	Vacancies	2,184	2,772	2,424
	Personnel - Project billing	(341)	(1,458)	(1,118)	64%	(475)	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(541)	(1,750)	(501)
	Other expenses	1,416	1,375	(41)	-2%	1,604	Actual Taumata Arowai Levy payment \$33k over budget	1,732	1,650	2,052
Expenditure Total		2,846	2,219	(627)	-23%	3,064		3,375	2,671	3,974
Drainage and Water Management Total		1,394	771	(623)	-67%	337		1,632	933	(95)

Engagement and Culture GM: Andrea McAlisterActivity Lead: Andrea McAlister Activity Description: Operation of Human Resource function for all of council											
Revenue	Other revenue	(2,776)	(2,860)	(84)	3%	(5,660)		(3,331)	(3,331)	(2,245)	
Revenue Total		(2,776)	(2,860)	(84)	3%	(5,660)	0	(3,331)	(3,331)	(2,245)	
Expenditure	Personnel costs	1,282	1,505	223	12%	1,438	Recalculated on actual positions	1,560	1,806	1,643	
	Personnel costs- recruitment	9	170	162	79%	30	Recruitment specialists have not been required this year	59	204	35	
	Other expenses	401	1,185	784	59%	653	All of council training budget held by HR for tracking. Expenditure coded to activities YTD: \$253k. HR budget YTD \$554k - only essential training approved until restructure was complete (Variance in HR: \$548k). Remaining variances: Health and safety consultants \$140k and staff support for council wide initiatives \$88k	471	1,321	567	
Expenditure Total		1,692	2,860	1,168	35%	2,122	0	2,090	3,331	2,245	
Engagement and Culture Total		(1,084)	0	1,084		(3,538)	0	(1,241)	(0)	(0)	
Infrastructure Management GM: Andrew DixonActivity Lead: Andrew Dixon Activity Description: Assets and infrastructure management											
Revenue	Fees & charges	(116)	(226)	(110)	40%	(108)	Service consent application fees under budget. Demand driven.	(129)	(271)	(122)	
	Other revenue	(754)	(754)	0	0%	(1,771)		(905)	(905)	(1,502)	
Revenue Total		(871)	(980)	(110)	9%	(1,879)		(1,034)	(1,176)	(1,624)	
Expenditure	Personnel costs	818	895	77	7%	1,016	Vacancies	893	1,074	1,183	
	Personnel - Project billing	0	(208)	(208)	83%	(76)	Project billing budgeted on staff coded here prior to restructure. No longer applicable	0	(250)	(118)	
	Other expenses	248	294	46	13%	356	Consultant expenditure for Geotech study under budget \$44k.	354	352	563	
Expenditure Total		1,066	980	(85)	-7%	1,295		1,247	1,176	1,629	
Infrastructure Management Total		195	0	(195)		(584)		213	0	5	
Land Transport Unit GM: Suzy RatahiActivity Lead: Suzy Ratahi Activity Description: Management of roading activities											
Revenue	Fees & charges	(63)	(240)	(177)	62%	(51)	Other user charges - Engineering fees under budget. Demand driven	(75)	(288)	(208)	
	Subsidies and grants	(800)	0	800		(309)	NZTA LTU funding portion, full budget included in subsidised roading	(675)	0	(1,097)	
	Other revenue	(2,342)	(2,234)	108	-4%	(2,904)	MDC & WDC Contribution to Road safety promotion overbudget \$53k. Corridor access request charge outs \$60k	(2,839)	(2,681)	(2,303)	
Revenue Total		(3,205)	(2,474)	731	-25%	(3,264)		(3,589)	(2,969)	(3,608)	
Expenditure	Personnel costs	1,948	2,216	268	10%	2,212	Vacancies, restructure changes	2,341	2,659	2,538	
	Personnel - Project billing	(1,072)	(1,250)	(178)	12%	(662)	Staff costs budgeted to be capitalised against projects. Dependent on project mix.	(1,372)	(1,500)	(1,148)	
	Depreciation expense	12	14	2	12%	12		15	17	14	
	Other expenses	1,254	1,494	240	13%	1,834	Community programs and events under budget \$197k. Savings initiatives in road safety promotion through using in house team members to deliver targeted community programmes. Consultants under budget \$73k, used as required. Expected LTU contribution to growth study in Jun \$10k	1,489	1,793	2,204	
Expenditure Total		2,142	2,474	332	11%	3,396		2,472	2,969	3,608	
Land Transport Unit Total		(1,063)	0	1,063		132		(1,117)	0	0	
Parks and Recreation Management GM: Andrew DixonActivity Lead: Andrew Dixon Activity Description: Management of parks department											
Revenue	Subsidies and grants	(3)	0	3		0		(3)	0	0	
	Other revenue	(2,753)	(2,753)	0	0%	(1,709)		(3,303)	(3,303)	(2,106)	
Revenue Total		(2,755)	(2,753)	3	0%	(1,709)		(3,306)	(3,303)	(2,106)	
Expenditure	Personnel costs	2,015	2,426	411	14%	1,357	Restructure changes. Timing of bringing parks operations in-house. Parks operational staff to be split out of parks mgmt in 26/27	2,540	2,911	1,611	
	Other expenses	534	327	(207)	-53%	329	Consultant expenditure \$182k over budget. Primarily relates to the set up of the new in-house parks operations team - developing standard operating procedures/risk register/training plans etc. Also relates to Asset Mgmt System support	601	392	496	
Expenditure Total		2,548	2,753	204	6%	1,686		3,141	3,303	2,107	
Parks and Recreation Management Total		(207)	(0)	207		(23)		(165)	0	1	
Planning and Regulatory Management GM: Paul CooperActivity Lead: Paul Cooper Activity Description: Management of planning and regulatory functions											
Revenue	Other revenue	(415)	(412)	3	-1%	(387)		(494)	(494)	(488)	
Revenue Total		(415)	(412)	3	-1%	(387)		(494)	(494)	(488)	
Expenditure	Personnel costs	561	303	(258)	-71%	305	Restructure changes - adjustments to coding. Refer to Environmental Services: Planning	694	364	353	
	Other expenses	103	109	5	4%	110		126	130	135	
Expenditure Total		664	412	(252)	-51%	415		819	494	488	
Planning and Regulatory Management Total		249	0	(249)		28		325	0	0	
Corporate support - Other Total		(515)	844	1,359	133%	(3,720)		(221)	1,021	5	
Corporate Support User Experience and Community Engagement											
Communications & Marketing GM: Stephen DoranActivity Lead: Rachel Leitch Activity Description: Communication and engagement activities including advertising											
Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals	
Revenue	Other revenue	(900)	(900)	0	0%	(932)		(1,080)	(1,080)	(1,141)	
Revenue Total		(900)	(900)	0	0%	(932)		(1,080)	(1,080)	(1,141)	
Expenditure	Personnel costs	408	730	322	37%	838	Restructure changes - adjustments to coding	522	872	939	
	Other expenses	147	173	26	13%	154		174	208	201	
Expenditure Total		555	903	348	32%	992		696	1,080	1,141	
Community Services Management Total		(345)	3	348		60		(383)	0	0	
Customer Services GM: Stephen DoranActivity Lead: Karen Naylor Activity Description: Management of all customer interactions											
Revenue	Fees & charges	(93)	(105)	(12)	9%	(87)		(117)	(126)	(117)	
	Other revenue	(1,141)	(1,141)	0	0%	(965)		(1,369)	(1,369)	(1,234)	
Revenue Total		(1,234)	(1,246)	(12)	1%	(1,051)		(1,486)	(1,495)	(1,351)	
Expenditure	Personnel costs	617	792	175	18%	684	Recalculated on actual positions	767	951	807	
	Other expenses	459	453	(6)	-1%	451		548	544	545	
Expenditure Total		1,076	1,246	170	11%	1,134		1,315	1,495	1,351	
Customer Services Total		(158)	0	158		83		(171)	0	0	
User Experience and Community Engagement Total		(582)	3	506		143	0	(554)	0	0	
Corporate Support Grand Total		(1,346)	848	2,194	215%	(765)	0	(1,214)	1,021	27	

Democracy

Governance

GM: Stephen Doran Activity Lead: Jessica Kavanaugh
Activity Description: Work associated with the Elected Council and Community Boards

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	(3,755)	(3,755)	0	0%	(3,029)		(4,507)	(4,507)	(3,634)
	Other revenue	(92)	(58)	34	-49%	(18)	Receipts for Local Government Elections. Environment Canterbury and GLT share of election costs. Even budget	(92)	(70)	(18)
Revenue Total		(3,848)	(3,814)	34	-1%	(3,047)		(4,599)	(4,577)	(3,653)
Expenditure	Personnel costs	739	698	(41)	-5%	704	Recalculated on actual positions	883	837	837
	Finance costs	38	38	(0)	0%	1		46	46	37
	Other expenses	2,973	3,077	104	3%	3,324	Consultant fees \$32k under budget; Solicitors fees \$43k under budget. Used as required	3,555	3,693	3,602
Expenditure Total		3,751	3,814	63		4,029		4,484	4,577	4,475
Governance Total		(97)	(0)	97		982		(115)	0	822
Democracy Total		(97)	(0)	97		982		(115)	0	822

Environmental Services

Animal Control

GM: Paul Cooper Activity Lead: Jo Hamilton
Activity Description: Animal control services

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Fees & charges	(840)	(699)	141	-19%	(779)	Infingement and fines higher than budget. Actuals based on factors independent of budget	(843)	(735)	(815)
		(840)	(699)	141	-19%	(779)		(843)	(735)	(815)
Revenue Total		(840)	(699)	141	-19%	(779)		(843)	(735)	(815)
Expenditure	Personnel costs	270	329	59	15%	292	Vacancies	320	395	390
	Depreciation expense	5	4	(1)	-18%	5		6	5	10
	Other expenses	279	289	9	3%	272		352	346	307
Expenditure Total		555	622	67	9%	569		678	746	707
Other Comprehensive Total		0	0	0	0%				2	
Animal Control Total		(286)	(77)	209	1615%	(210)		(165)	13	(109)

Building Control

GM: Paul Cooper Activity Lead: Jayson Ellis
Activity Description: Building consent authority under the Building Act 2004. Grants building consents, monitors building works, and issues a variety of compliance certificates

Revenue	Rates revenue	(1,485)	(1,485)	0	0%	(999)		(1,782)	(1,782)	(1,198)
	Fees & charges	(2,136)	(2,310)	(173)	6%	(1,972)	Building consent revenue based on demand, economic conditions. \$13k decrease as a result of correction to building compliance - liquor licensing. Revenue coded to TDC collected for MDC and WDC in prior years. Refer to planning section below	(2,529)	(2,772)	(2,404)
	Other revenue	(134)	(171)	(37)	18%	(10)	Other sundry revenue \$25k under budget. Various items demand driven	(176)	(206)	(13)
Revenue Total		(3,756)	(3,966)	(210)	4%	(2,981)		(4,487)	(4,759)	(3,615)
Expenditure	Personnel costs	2,230	2,624	395	13%	2,543	Restructure changes	2,742	3,149	2,983
	Finance costs	46	46	(0)	0%	16		56	56	44
	Other expenses	1,380	1,295	(85)	-5%	1,238	Use of consent software. Offset in other revenue	1,671	1,555	1,393
Expenditure Total		3,656	3,966	310	7%	3,797		4,468	4,759	4,420
Building Total		(99)	0	99		815		(19)	0	805

Environmental Health

GM: Paul Cooper Activity Lead: Sharon Hoogenraad (Liquor) & Clarie Copeland
Activity Description: Management and enforcement of several legislative requires such as food safety, hazardous substances and environmental nuisance

Revenue	Rates revenue	(563)	(563)	0	0%	(430)		(675)	(675)	(516)
	Fees & charges	(551)	(428)	123	-24%	(537)	Receipts from Mackenzie and Waimate for Health contract services - not even during the year	(665)	(514)	(668)
	Other revenue	(2)	(21)	(19)	76%	(3)		(3)	(25)	(5)
Revenue Total		(1,116)	(1,011)	105	-9%	(971)		(1,343)	(1,214)	(1,179)
Expenditure	Personnel costs	308	328	20	5%	303		360	394	358
	Finance costs	7	7	0	0%	4		8	8	6
	Other expenses	622	677	55	7%	627	Professional services \$19k under budget. Sundry expenses \$7k. Used as required	755	812	712
Expenditure Total		936	1,011	76	6%	935		1,123	1,214	1,077
Environmental Health Total		(180)	0	180		(36)		(221)	0	(103)

Planning

GM: Paul Cooper Activity Lead: Aaron Hakkaart
Activity Description: Develops and administers the District Plan and related policies, and processes resource consents

Revenue	Rates revenue	(2,631)	(2,631)	0	0%	(2,667)		(3,158)	(3,158)	(3,201)
	Fees & charges	(467)	(445)	22	-4%	(439)		(501)	(534)	(516)
	Other revenue	(31)	(5)	26	-447%	(21)	Review of building compliance- liquor licencing. TDC provide sign off for WDC and MDC, while they perform reviews internally. All revenue was being coded to TDC. Post review: \$18k being returned to other councils. New holding account created	(47)	(6)	(69)
Revenue Total		(3,130)	(3,082)	48	-1%	(3,127)		(3,706)	(3,698)	(3,786)
Expenditure	Personnel costs	1,061	1,433	372	22%	1,220	Restructure changes - adjustments to coding. Refer to Planning Mgmt	1,220	1,719	1,550
	Finance costs	155	155	(0)	0%	23		186	186	148
	Other expenses	1,446	1,494	48	3%	2,508	District plan review. Budget even split; majority of the work to be completed within the first 6 months. Completed March 26 with DPR panel sign off	1,813	1,793	3,177
Expenditure Total		2,662	3,082	420	11%	3,817		3,219	3,698	4,875
Planning Total		(468)	0	468		690		(487)	0	1,089
Environmental Services Total		(1,033)	(77)	956	7401%	1,259	0	(892)	13	1,682

Other Activities

Financial Arrangements

GM: Andrea Rankin Activity Lead: Andrea Rankin
Activity Description: Financial arrangements relating to borrowings, investments

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	4,128	4,095	(33)	-1%	(521)	Water rates revenue connections update (\$94k) offset by rates penalty revenue \$80k over budget	5,029	4,914	(594)
	Finance revenue	(1,071)	(3,127)	(2,055)	55%	(2,588)	Interest rates lower than budgeted	(1,349)	(3,752)	(3,425)
	Other revenue	(520)	(537)	(16)	1%	(713)		(1,726)	(1,744)	(2,048)
	Other gains/losses	0	0	0		0		0	0	2,034
Revenue Total		2,536	431	(2,105)	362%	(3,822)		1,953	(582)	(4,034)
Expenditure	Finance costs	(2,439)	211	2,649	1048%	2,509	Actual external interest paid underbudget due to interest rates, offset by internal interest expensed to other activities as per budget. Washup at year end	(1,866)	253	734
	Other expenses	260	275	14	4%	221		319	330	230
Expenditure Total		(2,178)	485	2,664	457%	2,730		(1,547)	582	964
Financial Arrangements Total		358	917	559		(1,092)		406	0	(3,070)

Property

GM: Andrew DixonActivity Lead: Andrew DixonActivity Description: Operation and maintenance of council facilities such as CBAY, Art Gallery, Museum and service centres

Revenue	Rates revenue	(610)	(610)	0	0%			(732)	(732)	0
	Fees & charges	(397)	(371)	27	-6%	(374)	Annual rents paid at the start of the financial year, even budget split	(438)	(445)	(307)
Revenue Total		(1,007)	(981)	27	-2%	(374)		(1,170)	(1,177)	(277)
Expenditure	Depreciation expense	413	276	(138)	-42%	258	System generated depreciation based on actual assets.	507	331	707
	Finance costs	45	45	0	0%	25		53	53	42
	Other expenses	723	904	181	17%	827	Contractors \$268k underbudget. Asbestos reviews requested by council Health and Safety no longer going ahead. Testing is being conducted in line with Work Safe NZ legislation. Offset by insurance expenses \$107k, underbudgeted	931	1,085	1,160
Expenditure Total		1,180	1,224	44	3%	1,110		1,492	1,469	1,909
Property Total		173	243	70	24%	736		322	292	1,632

Vehicle Management

GM: Suzy RatahiActivity Lead: Deb GerkenActivity Description: Management of council's vehicle pool

Revenue	Rates revenue	(98)	(98)	0	0%	0		(118)	(118)	0
	Other revenue	(522)	(521)	2	0%	(550)		(626)	(625)	(611)
	Other gain/loss	(10)	0	10		(80)		(10)	0	(88)
Revenue Total		(631)	(619)	12	-2%	(630)		(755)	(743)	(699)
Expenditure	Depreciation expense	553	378	(175)	-39%	265	System generated depreciation based on actual assets.	615	454	570
	Finance costs	24	24	(0)	0%	10		29	29	23
	Other expenses	378	388	9	2%	362		517	465	453
Expenditure Total		956	790	(166)	-17%	637		1,161	948	1,046
Vehicle Management Total		324	171	(154)	-75%	7		406	205	347
Other Activities Total		855	1,331	476	96%	(349)		1,134	497	(1,091)

Recreation & Leisure

Aigantighe Art Gallery

GM: Stephen Doran (Position Cover)Activity Lead: Cara FitzgeraldActivity Description: Operation of the Aigantighe Art Gallery

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	(1,011)	(1,011)	0	0%	(738)		(1,213)	(1,213)	(885)
	Fees & charges	(16)	(10)	6	-52%	(11)		(21)	(12)	(12)
	Subsidies and grants	(6)	(1)	6	-859%	(700)		(4)	(1)	(701)
	Other revenue	(111)	(13)	97	-612%	(30)	Donations and bequests over budget \$80k. Sales revenue \$17k above budget	(111)	(16)	(597)
Revenue Total		(1,144)	(1,035)	109	-9%	(1,479)		(1,349)	(1,241)	(2,195)
Expenditure	Personnel costs	446	461	15	3%	460		549	553	552
	Depreciation expense	55	51	(4)	-7%	20		53	61	18
	Finance costs	102	102	(0)	0%	3		122	122	96
	Other expenses	533	440	(93)	-18%	371	Increased expenditure relates to reopening activities following the completion of major building works. This includes public programming, visitor engagement, and replenishment of retail stock. The increased expenditure has been funded by an increase in donations received over budget of \$80k.	565	528	486
Expenditure Total		1,136	1,054	(82)	-7%	854		1,290	1,264	1,153
Aigantighe Art Gallery Total		(8)	19	27	117%	(625)		(59)	23	(1,042)

5

Aorangi

GM: Mike WrigleyActivity Lead: Mike WrigleyActivity Description: Aorangi stadium operation

Revenue	Rates revenue	(145)	(145)	0	0%	(101)		(174)	(174)	(121)
	Fees & charges	(69)	(196)	(127)	54%	(218)	Stadium closed from Sept to January. Gym, Lounge and office space not available for hire due to demolition.	(107)	(236)	(250)
	Subsidies and grants	(2,070)	0	2,070		0	Grant for major project	(2,638)	0	0
	Other revenue	(4)	(31)	(28)	73%	(3)		(6)	(38)	(3)
Revenue Total		(2,289)	(373)	1,915	-428%	(322)		(2,925)	(447)	(375)
Expenditure	Personnel costs	59	23	(36)	-130%	60	Recalculated on actual positions	74	28	70
	Depreciation expense	233	236	3	1%	21		282	284	90
	Finance costs	31	31	(0)	0%	9		38	38	30
	Other expenses	259	291	32	9%	281	Maintenance expenditure under budget \$33k as a result of main project	307	349	391
Expenditure Total		583	582	(1)	0%	372		700	698	580
Aorangi Total		(1,705)	209	1,914	762%	50		(2,225)	251	206

Fishing Huts

GM: Andrew DixonActivity Lead: Andrew FearyActivity Description: Relates to 120 huts total based in Rangitata and Stratheona near Pleasant Point. Situated on reserve land

Revenue	Other revenue	(16)	(96)	(80)	70%	(3)	Majority of fishing hut rental revenue received in June each year. Budget timing	(131)	(115)	(95)
Revenue Total		(16)	(96)	(80)	70%	(3)		(131)	(115)	(95)
Expenditure	Depreciation expense	1	1	0	11%	1		1	2	1
	Other expenses	81	69	(11)	-14%	59		91	83	98
Expenditure Total		82	70	(11)	-13%	60		93	85	100
Fishing Huts Total		66	(25)	(91)	301%	57		(38)	(30)	4

Forestry

GM: Andrew DixonActivity Lead: Garth NixonActivity Description: Management of council forest plantations: 185 Hectares

Revenue	Fees & charges	(22)	(26)	(4)	12%	(22)		(23)	(31)	(26)
	Other revenue	(100)	(123)	(23)	16%	(307)		(180)	(148)	(307)
	Other gains	0	0	0		0		0	0	(433)
Revenue Total		(122)	(149)	(27)	15%	(329)		(203)	(179)	(765)
Expenditure	Depreciation expense	21	5	(17)	-308%	5		25	5	66
	Finance costs	2	2	0	0%	0		2	2	1
	Other expenses	139	193	54	23%	230	Fence maintenance to be completed	189	232	305
Expenditure Total		163	200	37	16%	235		216	240	373
Forestry Total		41	51	10	17%	(94)		14	61	(392)

Halls & Community Centres

GM: Andrew DixonActivity Lead: Andrew FearyActivity Description: Operation of community complexes, including Caroline bay hall, lounge and soundshell; Temuka Alpine Energy centre, Geraldine pavilion and other facilities

Revenue	Rates revenue	(494)	(494)	0	0%	(317)		(592)	(592)	(373)
	Fees & charges	(115)	(84)	30	-30%	(106)	Hall hire, demand driven	(134)	(101)	(128)
	Subsidies and grants	0	0	0		(19)		0	0	(19)
Revenue Total		(608)	(578)	30	-4%	(442)		(727)	(693)	(520)
Expenditure	Depreciation expense	78	86	7	7%	78		99	103	102
	Finance costs	126	126	0	0%	81		151	151	119
	Other expenses	430	443	13	2%	364		513	532	459
Expenditure Total		634	655	20	3%	523		763	786	681
Other Comprehensive		0	0	0	0%				3	
Halls & Community Centres Total		26	77	51	53%	81		36	96	160

Libraries

GM: Stephen Doran (Position Cover) Activity Lead: Stephen Doran (Position Cover)

Activity Description: Operation of the Timaru, Temuka and Geraldine libraries

Revenue	Rates revenue	(4,690)	(4,690)	0	0%	(3,644)		(5,629)	(5,629)	(4,373)
	Fees & charges	(54)	(47)	7	-13%	(39)		(64)	(56)	(48)
	Subsidies and grants	0	(7)	(7)	83%	0		0	(8)	0
	Other revenue	(0)	0	0		994		(0)	0	(100)
	Other gains/loss	0	0	0		0		0	0	185
Revenue Total		(4,745)	(4,744)	1	0%	(2,689)		(5,692)	(5,693)	(4,336)
Expenditure	Personnel costs	1,876	2,418	542	19%	1,927	Recalculated on actual positions	2,371	2,901	2,303
	Depreciation expense	292	378	86	19%	292	System generated depreciation based on actual assets.	373	454	406
	Finance costs	232	232	0	0%	62		278	278	221
	Other expenses	1,768	1,905	137	6%	426	Underbudget: Building maintenance is used ad hoc during the year \$40k; NZBN charge \$27k underbudget; Electricity \$13k. No remaining significant variances	2,192	2,286	1,961
Expenditure Total		4,168	4,933	765	13%	2,708		5,214	5,919	4,891
Other Comprehensive		0	0	0	0%	0		0	19	0
Libraries Total		(576)	189	766	311%	19		(478)	246	556

Motor Camps

GM: Andrew Dixon Activity Lead: Diane Miller

Activity Description: Pleasant Point motor camp manged by council; 4 remaining motor camps on domain reserves leased out in Geraldine, Pleasant point, South Rangitata and Winchester

Revenue	Rates revenue	(20)	(20)	0	0%	(35)		(23)	(23)	(42)
	Other revenue	(44)	(53)	(9)	14%	(45)		(57)	(64)	(65)
Revenue Total		(64)	(73)	(9)	10%	(80)		(80)	(88)	(107)
Expenditure	Depreciation expense	16	20	4	17%	19		21	24	21
	Other expenses	54	71	17	20%	39		74	85	48
Expenditure Total		70	91	21	19%	58		95	110	69
Motor Camps Total		6	18	12	55%	(22)		15	22	(38)

Museum

GM: Paul Cooper (Position Cover) Activity Lead: Philip Howe

Activity Description: Operation of the Timaru Museum

Revenue	Rates revenue	(1,156)	(1,156)	0	0%	922		(1,387)	(1,387)	1,106
	Fees & charges	(2)	(1)	1	-65%	(3)		(2)	(2)	(4)
	Subsidies and grants	(57)	(25)	32	-106%	(29)	LEOTC grant received higher than budget	(57)	(30)	(29)
	Other revenue	(30)	(14)	16	-98%	(18)		(35)	(17)	(31)
Revenue Total		(1,246)	(1,196)	50	-3%	872		(1,482)	(1,436)	1,044
Expenditure	Personnel costs	575	656	81	10%	602	Vacancies	718	787	741
	Depreciation expense	40	46	7	12%	39		52	55	58
	Finance costs	41	41	0	0%	6		50	50	39
	Other expenses	485	495	10	2%	442		599	593	536
Expenditure Total		1,140	1,238	97	7%	1,089		1,417	1,485	1,375
Other Comprehensive		0	0	0	0%				(284)	69
Museum Total		(106)	41	147	-63%	1,962		(64)	(235)	2,418

Parks

GM: Andrew Dixon Activity Lead: John Ave

Activity Description: Maintain approx 630 hectares of parks, reserves, sports grounds and gardens throughout the district

Revenue	Rates revenue	(6,314)	(6,314)	0	0%	(5,526)		(7,577)	(7,577)	(6,631)
	Fees & charges	(19)	0	19		(10)		(15)	0	(12)
	Subsidies and grants	(466)	(802)	(335)	35%	0	Timing of Better off funding for project 241: Shared Urban Tracks per the Capex breakdown.	(1,815)	(962)	0
	Other revenue	(90)	(93)	(3)	3%	(180)		(108)	(112)	(191)
Revenue Total		(6,890)	(7,209)	(319)	4%	(5,715)		(9,515)	(8,651)	(6,833)
Expenditure	Personnel costs	0	0	0		0		0	0	0
	Depreciation expense	617	69	(548)	-660%	594	System generated depreciation based on actual assets. Aligns with prior year total	866	83	1,102
	Finance costs	475	475	(0)	0%	177		570	570	449
	Other expenses	5,591	5,926	335	5%	5,024	Seasonal component, and in-house team now completing work previously undertaken by contractors	6,983	7,111	6,028
Expenditure Total		6,683	6,470	(213)	-3%	5,794		8,418	7,764	7,579
Parks Total		(207)	(739)	(532)	60%	79		(1,097)	(887)	746

CBAY facility & Swimming Pools

GM: Mike Wrigley Activity Lead: Mike Wrigley

Activity Description: Incorporates all of Caroline Bay Trust Aoraki Centre (CBAY pools, fitness area, café and related business services) and the 3 additional pools for Geraldine, Pleasant Point and Temuka

Revenue	Rates revenue	(5,965)	(5,965)	0	0%	(5,164)		(7,158)	(7,158)	(6,196)
	Fees & charges	(1,253)	(1,380)	(128)	8%	(1,250)	Cbay swim school admission and other fees \$60k, Cbay aquatics \$31k, demand driven. Offset in other revenue below. Combined fees and charges and other revenue tracking well. Coding issues	(1,414)	(1,656)	(1,396)
	Subsidies and grants	0	(11)	(11)	83%	(20)		(20)	(14)	(25)
	Other revenue	(1,658)	(1,413)	245	-14%	(1,657)	Gym memberships \$193k; Swim school \$64k, see above	(1,937)	(1,695)	(1,949)
Revenue Total		(8,875)	(8,769)	106	-1%	(8,091)		(10,529)	(10,523)	(9,567)
Expenditure	Personnel costs	2,591	3,850	1,259	28%	3,128	Recalculated on actual positions	3,135	4,527	3,775
	Depreciation expense	843	781	(62)	-7%	754	System generated depreciation based on actual assets.	1,072	937	1,136
	Finance costs	461	461	(0)	0%	206		553	553	449
	Other expenses	3,752	3,911	159	3%	3,768	Building maintenance \$56k, used as required. Electricity costs \$24k. Insurance under budget \$50k	4,485	4,693	4,285
Expenditure Total		7,647	9,003	1,356	13%	7,856		9,245	10,711	9,645
Other Comprehensive	Other (gains) / losses	0	0	0	0%				157	
Swimming Pools Total		(1,228)	234	1,462	425%	(235)		(1,284)	344	79

Theatre Royal

GM: Paul Cooper Activity Lead: Andrew Dixon Project team lead (construction): Paul Haggath. GM once opened: TBC

Activity Description: Currently under construction, BAU: Operation of the Theatre Royal in Timaru for visiting cultural and entertainment shows

Revenue	Rates revenue	(468)	(468)	0	0%	(375)		(562)	(562)	(449)
	Subsidies and grants	(6,550)	0	6,550		0	Prior year budgeted grants being received for Theatre Royal project	(8,835)	0	0
	Other revenue	0	0	0		0		0	0	(281)
Revenue Total		(7,018)	(468)	6,550	-1165%	(375)		(9,397)	(562)	(730)
Expenditure	Personnel costs	0	0	0		0		10	0	0
	Depreciation expense	48	54	6	9%	52		59	65	58
	Finance costs	145	145	0	0%	116		174	174	137
	Other expenses	280	316	36	9%	269	Building maintenance \$39k, no maintenance during major project	325	379	313
Expenditure Total		473	514	42	7%	437		568	617	507
Theatre Royal Total		(6,546)	46	6,592	12024%	63		(8,829)	55	(223)
Recreation & Leisure Total		(10,236)	120	10,356	-19004%	1,334		(14,010)	(54)	2,473

Roading and footpaths

Roads and footpaths

GM: Suzy Ratahi Activity Lead: Adam Ward

Activity Description: Providing and maintaining the roading and footpath network, including over 1700kms of roads; bridges and other structures

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	(13,658)	(13,658)	0	0%	(11,399)		(16,483)	(16,390)	(13,679)
	Subsidies and grants	(8,731)	(10,541)	(1,810)	14%	(8,599)	\$800k included in LTU above. NZTA funding dependent on project mix being completed. Significant project Crown resilience, Kellands Hill Rd deign now complete, now going for construction 26/27.	(10,538)	(12,649)	(10,102)
	Other revenue	(70)	0	70		(22)	Capital contributions received \$66k, demand driven	(70)	0	(73)
	Vested assets	0	0	0	0%	0		(1,623)	(1,856)	(676)
Revenue Total		(22,460)	(24,200)	(1,740)	6%	(20,020)		(28,714)	(30,896)	(24,530)
Expenditure	Depreciation expense	11,818	15,158	3,340	18%	10,685	24/25 Roding revaluation review corrected several errors (incorrect depreciation rates applied and assets double-counted: approx \$4m decrease in dep) Offset by other roading assets recoded to subsidised roading, and increased depreciation for revaluation gain	15,120	18,190	14,040
	Finance costs	1,403	1,403	(0)	0%	423		1,684	1,684	1,340
	Other expenses	8,954	9,448	494	4%	8,924	Expenditure based on projects completed	11,306	11,338	11,862
Expenditure Total		22,175	26,009	3,835	12%	20,032		28,110	31,211	27,242
Other Comprehensive	Roading Revaluation	0	0	0					0	(45,428)
Roads and Footpaths Total		(285)	1,810	2,095	664%	12		(604)	316	(42,717)

Parking Enforcement
GM: Paul Cooper Activity Lead: Jo Hamilton
Activity Description: Enforcement of council's parking policies

Revenue	Fees & charges	(1,064)	(1,211)	(148)	10%	(1,115)	Extended free parking on Stafford St and parking pay and display faults	(1,322)	(1,453)	(1,392)
	Other revenue	(6)	(5)	1	-12%	(6)		(8)	(7)	(6)
Revenue Total		(1,070)	(1,217)	(147)	10%	(1,120)		(1,330)	(1,460)	(1,398)
Expenditure	Personnel costs	315	359	44	10%	318	Vacancy during the year now filled	382	431	372
	Other expenses	636	621	(14)	-2%	675		745	746	755
Expenditure Total		951	980	30	3%	983		1,127	1,176	1,127
Parking Enforcement Total		(119)	(236)	(117)	41%	(127)		(203)	(284)	(271)

Parking Facilities
GM: Andrew Dixon (Sophia St) Suzy Ratahi (remaining)
Activity Description: Development and maintenance of carpark parking facilities across the district

Revenue	Fees & charges	0	(33)	(33)	83%	(43)	Budgeted revenue related to lease fees from 85-91 King St Temuka properties which were sold in May 25. Revenue no longer applicable	0	(40)	(45)
	Other revenue	(25)	(33)	(8)	21%	(22)		(34)	(40)	(27)
Revenue Total		(25)	(67)	(42)	52%	(65)		(34)	(80)	(72)
Expenditure	Personnel costs	-	239	239	83%	-	Coding corrected as part of Labour budget review	-	287	-
	Depreciation expense	85	86	1	1%	80		107	103	75
	Finance costs	166	166	0	0%	112		199	199	157
	Other expenses	211	169	(42)	-21%	214	Maintenance total \$19k due to aging parking infrastructure. Consultants \$16k WSP consultancy fees. \$11k Parking facility operation - payment of leases for Kathmandu carpark	235	202	307
Expenditure Total		462	660	198	25%	406		542	792	539
Parking Facilities Total		437	593	156	22%	342		508	712	468

Road/Street Landscapes
GM: Suzy Ratahi Activity Lead: Suzy Ratahi
Activity Description: Providing and maintaining street trees and CBD maintenance

Revenue	Rates revenue	(963)	(963)	0	0%	(971)		(1,155)	(1,155)	(1,164)
	Subsidies and grants	0	0	(0)				0	0	(33)
Revenue Total		(962)	(963)	(0)	0%	(971)		(1,155)	(1,155)	(1,198)
Expenditure	Depreciation expense	19	454	434	80%	373	Majority of assets recoded to subsidised roading as part of the 24/25 roading revaluation	24	544	473
	Finance costs	55	55	(0)	0%	84		66	66	52
	Other expenses	557	677	120	15%	877	Street Tree maintenance expenses, seasonal Sep to Feb	799	812	1,067
Expenditure Total		632	1,186	554	39%	1,334		890	1,423	1,592
Road/Street Landscapes Total		(331)	223	554	207%	363		(265)	268	394

Street Lighting
GM: Suzy Ratahi Activity Lead: Suzy Ratahi
Activity Description: Providing and maintaining street lighting

Revenue	Rates revenue	(647)	(647)	0	0%	(745)		(776)	(776)	(895)
	Vested assets	0	0	0		0		0	(145)	(89)
Revenue Total		(647)	(647)	0	0%	(745)		(776)	(921)	(984)
Expenditure	Depreciation expense	0	623	623	83%	589	Assets recoded to subsidised roading as part of the 24/25 roading revaluation	0	748	730
	Other expenses	318	335	17	4%	401		373	402	393
Expenditure Total		318	958	640	56%	990		373	1,150	1,123
Street Lighting Total		(329)	312	640	280%	244		(403)	229	139
Roading and Footpaths Total		(627)	2,702	3,328	268%	833	0	(968)	1,241	(41,987)

Three waters

Water Supplies
GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Treats and distributes water supplies in compliance with the NZ Drinking water standards. Over 19000 properties are supplied through the network which comprises 19 water intakes; 12 treatment plants; 35 reservoirs; 24 pump stations and approximately 1,850 kms of water supply pipes

		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Activity Revenue and Expenditure										
Revenue										
	Rates revenue	(11,693)	(12,495)	(802)	5%	(12,485)	Water by meter - targeted rates based on usage, seasonal demand driven. Phasing also impacted by meter read frequency	(14,197)	(14,994)	(15,146)
	Other revenue	(409)	0	409		(284)	Capital contributions demand driven \$371k	(247)	0	(472)
	Other (gains)/losses	163	0	(163)		61	Loss on disposal of assets not budgeted	96	0	859
	Vested assets	(957)	0	957	-52%	(346)	Budget included at year end based on prior years actuals	(1,829)	(1,828)	(1,476)
Revenue Total		(12,896)	(12,495)	401	-2%	(13,053)		(18,176)	(18,822)	(16,234)
Expenditure										
	Personnel costs	619	548	(70)	-11%	639	Recalculated based on actual positions	753	655	757
	Depreciation expense	5,970	5,824	(146)	-2%	6,172	System generated depreciation based on actual assets.	7,051	6,989	6,181
	Finance costs	1,977	1,977	(0)	0%	732		2,373	2,373	1,869
	Other expenses	5,508	5,685	177	3%	6,448	Expenditure incurred in-line with revenue received. Seasonal demand driven	7,412	6,822	7,845
Expenditure Total		14,074	14,034	(39)	0%	13,991		17,590	16,838	16,651
Other Comprehensive										
	Water revaluation	0	0	0	0%			(22,438)	(22,438)	
Water Supplies Total		1,178	1,539	361	-2%	939		(21,025)	(22,422)	417

Wastewater
GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Collection and treatment of domestic and industrial wastewater for Timaru, Temuka, Geraldine and Pleasant Point primarily via the main wastewater treatment plant in Timaru. Main infrastructure includes 23 wastewater pump stations and approximately 350km of pipeline.

Revenue	Rates revenue	(6,707)	(6,707)	0	0%	(5,856)	Seasonal timing component with increase industrial plant maintenance resulted in increase in tanker volumes. New Tradewaste customer started in Nov25	(8,048)	(8,048)	(7,027)
	Fees & charges	(2,834)	(2,689)	145	-4%	(3,352)		(3,349)	(3,226)	(4,083)
	Other revenue	(442)	(70)	372	-441%	(235)	Domestic sewer catchment development contribution fee charged not budgeted \$384k. Based on new properties. Demand driven	(251)	(84)	(246)
	Other (gains)/losses	406	0	(406)		165	Loss on disposal of assets	396	0	397
	Vested assets	(693)	0	693	-67%	(71)	Budget included at year end based on prior years actuals	(1,038)	(1,038)	(836)
Revenue Total		(10,270)	(9,466)	804	-6%	(9,350)		(12,290)	(12,397)	(11,795)
Expenditure	Personnel costs	520	625	105	14%	586	Vacancies	634	752	657
	Depreciation expense	4,538	4,874	336	6%	5,189	System generated depreciation based on actual assets.	5,677	5,849	5,089
	Finance costs	1,771	1,771	(0)	0%	1,139		2,125	2,125	1,673
	Other expenses	3,116	3,116	(0)	0%	3,312		3,981	3,739	4,294
Expenditure Total		9,944	10,385	440	4%	10,225		12,417	12,464	11,714
Other Comprehensive Water revaluation		0	0	0	0%	0		(25,822)	(25,822)	
Wastewater Total		(325)	919	1,244	-5%	875		(25,695)	(25,755)	(81)

Stormwater
GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Provides and maintains the network of pipes, pumping stations, and other infrastructure to dispose of stormwater runoff, including approximately 146km of pipeline, 33km of open channel, several pump stations and 6 detention dams,

Revenue	Rates revenue	(4,369)	(4,369)	0	0%	(4,301)		(5,243)	(5,243)	(5,161)
	Fees & charges	(9)	0	9		(6)		(10)	0	(11)
	Other revenue	(232)	0	232		0	Capital contributions for new properties. Demand driven.	(232)	0	0
	Other (gains)/losses	133	0	(133)		112	Loss on disposal of assets	110	0	492
	Vested assets	(330)	0	330	-21%	(157)	Budget included at year end based on prior years actuals	(1,605)	(1,606)	(1,168)
Revenue Total		(4,807)	(4,369)	438	-6%	(4,353)		(6,979)	(6,848)	(5,848)
Expenditure	Depreciation expense	3,078	3,293	216	5%	3,479	System generated depreciation based on actual assets.	3,844	3,952	3,438
	Finance costs	150	150	0	0%	72		180	180	142
	Other expenses	1,003	1,502	499	28%	977	Reticulation costs \$376k under budget. Seasonal dependent and weather event based - spring and summer months highest. Weather in Temuka and Geraldine well handled by local networks and not required increased maintenance. Stormwater maintenance professional services \$25k used as required	1,328	1,802	1,449
Expenditure Total		4,231	4,945	714	12%	4,529		5,351	5,934	5,029
Other Comprehensive	Water revaluation	0	0	0	0%			(15,175)	(15,175)	
Stormwater Total		(577)	576	1,153	-7%	176		(16,804)	(16,090)	(819)

Downlands Water Supply

GM: Andrew Lester Activity Lead: Andrew Lester
Activity Description: Management and operation of the downlands water scheme on behalf od the residents of Timaru, Mackenzie and Waimate districts. 82% of the scheme is owned by Timaru. Remaining 18% is on-charged to the other districts

Revenue	Rates revenue	(2,651)	(2,651)	0	0%	(3,032)		(3,181)	(3,181)	(2,436)
	Fees & charges	1	0	(1)		(0)		1	0	(2)
	Finance revenue	(13)	0	13		(17)		(12)	0	(74)
	Other revenue	(164)	(148)	16	-9%	(185)	Capital contributions for new properties. Demand driven.	(189)	(191)	(188)
	Other (gains)/losses	9	0	(9)		16		8	0	429
	Vested assets	(189)	0	189	-57%	(158)	Budget included at year end based on prior years actuals	(293)	(334)	(273)
Revenue Total		(3,008)	(2,799)	209	-6%	(3,377)		(3,667)	(3,707)	(2,544)
Expenditure	Depreciation expense	1,300	1,434	135	8%	1,132	System generated depreciation based on actual assets.	1,653	1,721	1,418
	Finance costs	421	581	160	23%	525	Interest rate lower than budget	517	697	622
	Other expenses	954	1,014	60	5%	921	Reticulation costs \$188k under budget. Seasonal dependent and weather event based. Offset by corporate overhead \$61k	1,258	1,217	1,336
Expenditure Total		2,675	3,029	354	10%	2,578		3,428	3,635	3,376
Other Comprehensive		0	0	0	0%			(6,496)	(6,496)	
Downlands Water Supply Total		(333)	230	564	-9%	(798)		(6,735)	(6,568)	831
Three Waters total		(57)	3,264	3,322	-5%	1,192		(70,259)	(70,835)	348

Waste Management

Refuse Collection

GM: Andrew Dixon Activity Lead: Grant Hamel
Activity Description: Provides waste collection, recycling, recovery and disposal services

Activity Revenue and Expenditure		Apr YTD Actuals \$000	Apr YTD Budget \$000	Apr Variance \$000	Variance % of full budget	PY YTD Apr	Commentary >30k variance	25/26 Year end forecast	25/26 Full Year budget \$000	24/25 Actuals
Revenue	Rates revenue	(6,539)	(6,539)	0	0%	(5,758)		(7,846)	(7,846)	(7,677)
Revenue Total		(6,539)	(6,539)	0	0%	(5,758)		(7,846)	(7,846)	(7,677)
Expenditure										
	Other expenses	6,375	6,539	164	2%	5,951	Contractor costs under budget. Quarterly increases for actuals, budget standard each month. June payment will include PPI increase for Jan-Mar - this will see an increase in Contract costs	7,970	7,846	8,265
Expenditure Total		6,375	6,539	164	2%	5,951		7,970	7,846	8,265
Refuse Collection Total		(164)	0	164		193		124	0	588

Waste Management Operations

GM: Andrew Dixon Activity Lead: Grant Hamel
Activity Description: Materials are collected and sorted at the Class A landfill: Redruth Resource Recovery Park in Timaru. Council manages the activity and owns the waste minimisation sites and facilities with operational work carried out by contractors - Enviro NZ

Revenue	Rates Revenue	0	0	0	-	5,057		0	0	0
	Fees & charges	(5,153)	(4,980)	173	-3%	(917)	Refuse fees over budget by \$201k. Demand driven	(6,158)	(5,976)	(6,284)
	Subsidies and grants	(1,003)	(1,125)	(122)	9%	(3,743)	Funding from MfE for TDC portion of waste levy. Charged then received back from Ministry for Environment. Non-standard amounts. Offset in Expenditure	(1,001)	(1,350)	(917)
	Other revenue	(4,237)	(4,228)	10						
Revenue Total		(10,393)	(10,333)	60	0%	(9,717)		(12,239)	(12,400)	(12,482)
Expenditure	Personnel costs	333	300	(32)	-9%	297	Recalculated based on actual positions	396	360	358
	Depreciation expense	508	670	162	20%	893	System generated depreciation based on actual assets.	654	803	1,018
	Finance costs	1,150	1,150	(0)	0%	281		1,380	1,380	1,087
	Other expenses	6,216	7,663	1,446	16%	6,294	Under budget for waste site maintenance and recycling expenditure due to quarterly PPI increases - budget evenly split, and a contractor price reduction due to a credit received for commodities profit share. Peel Forest contractor expenses shifted to Peel Forest balance sheet provision	8,127	9,195	8,196
Expenditure Total		8,207	9,783	1,576	13%	7,765		10,557	11,739	10,658
Waste Management Operations Total		(2,186)	(550)	1,636	-248%	(1,952)		(1,681)	(660)	(1,823)
Waste Management Total		(2,350)	(550)	1,800	-273%	(1,759)		(1,557)	(660)	(1,236)
Total		(15,813)	7,607	23,421	-34%	898		(88,820)	(68,843)	(39,268)
Other comprehensive revenue budget		0	0	0	0%	0		(69,932)	(70,063)	(45,428)
Grand Total - exclude other comprehensive		(15,813)	7,607	23,421	1920%	898		(18,888)	1,220	6,160

Capital spend to date against budget by project - April YTD, including expected carryforwards and forecast

Activity	Project	Apr YTD Actual \$	Apr YTD Budget \$	Variance \$	Commentary	25/26 Year end forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan
Aigantighe Art Gallery	253 - Arts Purchase	50,863	26,280	(24,583)	25k utilising bequest funding	31,539	31,539	Yes	No	
	267 - General Upgrade Renewals - Grounds and Build	-	68,130	68,130	General upgrades occurring with the strengthening works - below.	10,000	81,760	No	Yes	20,000
	House EQ Strengthening	547,794	-	(547,794)	Completion of HVAC, lift & flooring projects that commenced and committed to in 2024/25. Funding carry-forward request.	540,906	-	No	Yes	155,000
Airport	Timaru Airport Public toilet	40,785	-	(40,785)	Completion of new public toilet that commenced and a commitment from 2024/25. Carry forward requested.	58,465	-	Complete	No	
Animal Control	344 - New Pound	-	41,670	41,670	Initial design quote accepted	50,000	50,000	Multi-period project	No	
Beautiful Valley Water	254 - Beautiful Valley Water Supply Capital Work	14	1,700	1,687		2,044	2,044	Yes - Annual Programme	No	
Cemeteries	235 - Timaru Cemetery New Site (purchase and development)	90,981	62,500	(28,481)		75,000	75,000	Multi-period project	No	
	257 - Cemeteries-Concrete Beams, Furniture, Structures	4,855	38,330	33,475		14,855	45,990	No	Yes	30,000
Civil Defence	264 - Equipment (new sirens, handsets and bases replacement)	-	8,520	8,520		10,220	10,220	To be determined	Not Material	
Council Building	250 - Council Building Capital Expenditure	6,172	25,550	19,378	Old code - to be collated next year	24,000	30,660	Yes	No	
	251 - Council Building Capital Expenditure	-	80,910	80,910	External building window frames, new internal walls and two EV chargers. Work to start in May26	95,172	97,090	Yes	No	
Downlands Water Supply	261 - Downlands Water Network Modelling	12,281	54,170	41,889		65,000	65,000	Yes	No	
	262 - Downlands Water Plant Renewals and Upgrade	68,597	182,500	113,903		219,000	219,000	Yes	No	
	263 - Downlands Water Reticulation Renewals and Upgrade	634,107	698,370	64,263	Phasing of construction, with the majority to occur in Q3 and Q4 (Feb to June)	838,040	838,040	Yes	No	
	388 - Downlands Reservoir Pipework Renewals	7,453	136,670	129,217			164,000	No	Yes	150,000
Forestry	389 - In ground reservoir lining and solid roof cover	-	174,590	174,590		13,800	209,510	No	Yes	195,710
	302 - Renewals - Forestry	3,101	7,450	4,349		8,000	8,943	Yes	No	
Geraldine Stormwater	269 - Geraldine Stormwater Renewals and Upgrade	166,972	189,330	22,358	Construction in late Q3/Q4. Pull forward \$70k budget from 26/27 into 25/26 for forecast overspend	277,200	227,200	Yes	No	(50,000)
Halls & Community Centres	305 - Renewals and upgrades for community facilities	58,543	50,000	(8,543)	Works performed for Caroline Ball Hall. Minor works to be completed for the remainder of 25/26 related to vandalism.	60,000	60,000	Complete	No	
Information Technology	248 - Computer Hardware - Assets	651,792	1,331,030	679,238	Laptops purchased in bulk at the beginning of the financial year. Approx 80. Also networking switches. Digital backscan project to commence as per forecast	1,250,000	1,597,234	Yes	No	
	249 - Software Purchase & Upgrade	285,916	1,331,030	1,045,114	Primarily relates to the 'Altitude' project, now in progress. System build to commence July 2026 Go-live 30 Nov. Content Manager upgrade, Element Time, Infor licenses pending for current financial year	766,232	1,597,234	No	Yes	850,000
Land Transport Unit	236 - Land Transport Unit - Capital expenditure	69,327	16,670	(52,657)	Upgrades to Survey equipment	100,000	20,000	Yes		
Libraries	255 - Building Capital Works - general	5,905	44,290	38,385		40,776	53,144	Yes	No	
	280 - Libraries Furniture - RFID upgrade, self check machines	6,771	68,130	61,359	Full quotes received for next round of upgrades and orders to be placed	81,760	81,760	No	Yes	
	281 - Libraries Renewals - general	5,972	17,030	11,058		15,622	20,440	Yes	No	
	300 - Purchase Books and Resources	195,069	178,850	(16,219)		209,453	214,620	Yes	No	
	337 - Libraries Furniture - General Renewals	73,631	84,800	11,169	Installation of heat pumps in main library - work to be carried forward to 26/27	46,631	101,760	No	Yes	55,000
	338 - Libraries Furniture - Library mgmt system	-	125,000	125,000	Market analysis to occur, now not likely until mid 2026. To be included on requested carryforward list at year end	-	150,000	No	Yes	150,000
Motor Camps	284 - Motor Camps Renewals - General Capex works	1,445	8,520	7,075	Looking at removing water tank at PI Pt camp	10,832	10,220	Yes	No	
Museum	303 - South Canterbury Museum - Renewals	18,321	402,020	383,699	Delay in the Museum exhibition development project, work now proceeding.	57,521	482,423	No	Yes	400,000
Parking Enforcement	245 - Plant Purchases including renewal of Farmers parking	-	638,750	638,750	Parking metre replacement. Business case to go to SLT on new system and report to Council	100,000	766,500	No	Yes	650,000
					Airport parking will be the trial of the new system, scheduled for April/May					
	286 - Other Capital Works (new/improved asset)	6,089	2,500,000	2,493,911	Sophia Street (farmers) parking building EQ Strengthening. Awaiting Geotech report and changes to government standards	25,000	3,000,000	No	Partial. Planned scope may reduce pending outcome of Geotech report and legislation changes	2,855,000
Parks	353 - Reseals/Overlays Capital Works	-	8,520	8,520		10,220	10,220	No	Not Material	
	241 - Shared Urban Tracks	785,581	1,335,830	550,249	Majority to occur in construction season Nov-May. On track	1,300,000	1,603,000	No	Yes	300,000
	276 - Land purchases	110,000	41,670	(68,330)	Purchase of land at the Peel forest outdoor pursuits centre. Carryforward from PY	110,000	50,000	Yes	No	
	288 - Parks Reseal Programme	54,131	250,000	195,869	Majority to occur in March-May 26 .	100,000	300,000	No	Yes	200,000
People	304 - Renewals (Structures, Services, Furniture, Fences)	206,892	638,750	431,858	Seasonal component to renewals. Reduced spend due to reduced staff resource Parks Project Officer leave	520,000	766,500	No	Yes	245,000
Property	275 - HRIS System (Implementation cost)	-	159,250	159,250	New module to add to HRIS system no longer required		191,100	Yes	No	
Public Toilets. Community Support	306 - Reroof Clyde St, Cameron Courts Temuka, Huffey Street	39,522	127,750	88,228	Two blocks of roofs needing replaced in Woodlands Rd	110,000	153,300	Yes	No	
	352 - Temuka Alpine Energy Stadium - EQ Repairs - Preparedness for EQ grounds	-	208,330	208,330	Business case to be presented to Council in April 26. Budget increased by \$140k, and project now carried forward.	248,000	250,000	Yes	No	250,000
Rangitata/Orari Water	298 - Public Toilets Renewals	25,444	177,020	151,576	Caroline bay toilet upgrade completed in Sep. Other projects to commence later in the year	26,464	212,420	Yes	No	
	Public toilet (Zone 1) Strathallen	787,189	-	(787,189)	Strathallen project - carryforward from prior year.	750,000	-	Yes	No	
Road/Street Landscapes	301 - Rangitata/Orari Water Supply Capital Work	-	12,500	12,500		15,000	15,000	Yes - Annual Programme	No	
	243 - CCTV Equipment	5,344	42,580	37,236	New CCTV Camera going on Bay Hill/State Highway 1 following Police Feedback	35,144	51,100	No	Yes	15,000
	271 - Geraldine Strategic Plan	100,523	59,620	(40,903)	Full 25/26 budget including previous years carryforwards: 115k	91,929	71,540	Yes	No	
	295 - Pleasant Point Strategic Plan	19,256	59,620	40,364	Full 25/26 budget including previous years carryforwards: 152k	90,256	71,540	Yes	No	
	312 - Temuka Strategic Plan	36,242	59,620	23,378	Full 25/26 budget including previous years carryforwards: 159k	78,315	71,540	Yes	No	
Rural Stormwater	CityHub Strategy (Strathallen)	194,080	-	(194,080)	Strathallen project - carryforward from prior year.	192,284	-	Yes	No	
Seadown Water	294 - Pleasant Point Stormwater Renewals and Upgrade	49,917	100,000	50,083		105,576	120,000	Yes	No	
Social Housing	308 - Seadown Water Renewals and Upgrade	376,087	1,067,510	691,423	Currently in design phase for stage 2. Construction to occur in Q3/Q4. Carryforward of remaining budget required	650,000	1,281,016	Multi-period project	Yes	550,000
	380 - Seadown Reservoir and Treatment Upgrade	-	8,520	8,520		10,220	10,220	Yes - Annual Programme	No	
Street Lighting	259 - Convert 3 Bedsits to 2 One Bed Flats - Temuka	63,954	133,330	69,376	Work to be completed in 2026 by June	157,346	160,000	Yes	No	
Subsidised Roding	Street & Public Lighting Renewals	12,062	-	(12,062)	Coding issue to be reviewed	10,989				
	260 - Cycleway Implementation	192,031	166,670	(25,361)		200,000	200,000	Yes	No	
	283 - Minor Projects - Tiling etc	164,083	208,330	44,247	Additional 80k now forecast. Further opportunity to undertake upgrades at Strathallen Corner while undertaking traffic signal upgrades and stormwater works	237,847	250,000	Yes	No	
	290 - Peel Forest Outdoor Pursuits Accessibility Walking	-	41,670	41,670	On review of Council Resolution. There is no requirement on Council to create this track. Savings offered	-	50,000	Yes	No	
	299 - Public Transportation Infrastructure	914	17,400	16,486		20,000	20,880	Yes	No	
	307 - Road Improvement Works - WC341 Low Cost Low Risk	1,761,420	3,750,000	1,988,580	Design and testing underway for Crown Resilience Fund project. Design and procurement works to continue until the end of June with some projects being completed over this time.	2,510,074	4,500,000	No	Yes	2,000,000
	327 - WC 213 Drainage Renewals - includes kerb and channel	617,304	916,550	299,246	Majority in construction season Sep-May. Peel Street Geraldine design complete. Culvert renewals underway	1,101,230	1,099,857	Yes	No	

	328 - WC211 - Unsealed Road Rehabilitation	544,913	523,150	(21,763)	Half completed in Jul/Aug. Other half in Apr/Jun.	630,119	627,775	Yes	No	
	329 - WC212 - Sealed Road Resurfacing	4,172,799	3,449,930	(722,869)	Majority in construction season Sep-Mar. Completed for the 25/26 financial year. Works aligned with NZTA funding	4,221,083	4,139,919	Yes	No	
	330 - WC214 Rehabilitations	4,010,932	3,751,800	(259,132)	Majority in construction season Sep-Mar.	4,502,161	4,502,161	Yes	No	
	331 - WC215 - Bridge Structures Component Replacement	281,524	553,580	272,056	Majority in construction season Sep-Mar. Physical works now underway.	659,275	664,300	Yes	No	
	332 - WC216 Bridge & Large Culvert Renewals	54,286	1,264,170	1,209,884	Season: October to Jun due to ECAN consent limitations. Tenders closed. Some delay in programme for delivery.	500,000	1,517,000	No	Yes	1,017,000
	333 - WC222 Traffic Services Renewal	324,047	1,054,170	730,123	Strathallan project will be underway in May	1,265,000	1,265,000	Yes	No	
	334 - WC224 - Cycle Path Renewals	25,747	42,580	16,833		51,547	51,100	Yes	No	
	335 - WC225 Footpath Renewals	966,871	1,250,000	283,129	Majority in construction season Sep-May	1,500,000	1,500,000	Yes	No	
Swimming Pool Capex	256 - CBay Building Capital Works	45,262	38,330	(6,932)		45,262	45,990	Yes	No	
	265 - Fitness Equipment Capital Works	144,614	127,750	(16,864)		144,614	153,300	Yes	No	
Te Moana Water	310 - Te Moana Water Renewals and Upgrade	845,442	1,458,330	612,888	Phasing of construction, with the majority to occur in Q3 and Q4	1,300,000	1,750,000	No	Yes	450,000
Temuka Stormwater	311 - Temuka Stormwater Renewals and Upgrade	283,984	264,330	(19,654)		311,000	317,200	Yes - Annual Programme		
Timaru Stormwater	315 - Timaru Stormwater Network Modelling	2,017	25,000	22,983		30,000	30,000	Yes	No	
	316 - Timaru Stormwater Plant Renewals and Upgrade	56,853	337,000	280,147		404,400	404,400	Yes	No	
	317 - Timaru Stormwater Renewals and Upgrade	698,071	833,330	135,259	Phasing of construction, with the majority to occur in Q3 and Q4	1,000,000	1,000,000	Dependent on DOC, LINZ and Ecan approvals	No - depending on consents	
	323 - Washdyke/Waitarakao Stormwater Improvements	49,730	291,670	241,940		350,000	350,000	Dependent on DOC, LINZ and Ecan approvals	No - depending on consents	
	Gleniti Bunds Construction	89,993	-	(89,993)	Carryforward project from prior year due to weather events	89,993	-	Complete	No	
	Waitarakao/Washdyke Stormwater Management	30,346	-	(30,346)	Consenting delays resulted in spend this FY	31,000	-	Complete	No	
Urban Water	272 - Geraldine Water Resilience Renewal and Upgrade	9,547	166,670	157,123	Design and consenting work proceeding Mar-Jun	200,000	200,000	Multi year project - phasing is dependent on DoC approvals	No - depending on consents	
	287 - Pareora River Intake Renewal	6,456	166,670	160,214	Currently working through ECan consent process	200,000	200,000	Weather dependent after consent issued	No	
	313 - Temuka Water Source Upgrade	16,635	425,830	409,195	In design phase. Construction in Q3/Q4 - Feb to Jun	100,000	511,000	No	Yes	411,000
	320 - Urban Water Plant Renewal and Upgrade	180,543	166,670	(13,873)		200,000	200,000	Yes	No	
	321 - Urban Water Reticulation Renewals and Upgrade	1,786,723	1,703,330	(83,393)	Mix of reactive capex and Q3/Q4 construction	2,729,000	2,044,000	Yes	No	
	326 - Water Supplies Resource Consent Renewals	56,664	625,000	568,336	Ecan consents in progress.	150,000	750,000	Dependent on Ecan process		
	357 - Urban Water plant renewals smoothed	-	416,670	416,670	Gleniti pumpstation awarded in April 26 as part of Claremont project	500,000	500,000	Yes	No	
	Pareora Pipeline Renewal	447,333	-	(447,333)	Carryforward. Previously expected to be completed 2025. Now by Jun 26. Delays due to complications in pipe shutdowns for work to commence.	447,323	-	Yes	No	
Vehicle Management	289 - Parks Vehicles	566,913	416,670	(150,243)	Plant and vehicles being purchased to match expansion of in-house team. Further tranche early next year. Council request to be presented for forecast overspend	869,622	500,000	Yes	No	
	322 - Vehicle Management	80,924	333,330	252,406	Completing a vehicle review to assess needs due to change in replacement policy.	250,000	400,000	Yes	No	
Waste Management Operations	266 - Fixed Plant & Equipment Renewals	206,840	192,030	(14,810)	Wheel Wash project- Work completed and Wheel Wash installed and operational. Awaiting final invoices	230,440	230,440	Yes	No	
	277 - Landfill Cells Development	9,515	125,000	115,485	Successful tenderer appointed 11 Mar 26. Contractor has delayed immediate start because of fuel price increases that occurred just after contract appointment. Contract period is 250 working days./ Work proposed to be completed in September/October 2026	55,500	150,000	No	Yes	136,000
	278 - Landfill gas systems	-	57,060	57,060	Currently hiring the gas detection equipment. Spend depends on when equipment can be purchased from overseas.	28,432	68,474	No	Yes	30,000
	279 - Landfill Roading Programme (sealed areas)	-	25,550	25,550	Awaiting quotes for roading work. This budget is unlikely to be used this year - will be confirmed in May	22,000	30,660	Yes	No	
	291 - Plant Purchases including replacement bins	-	170,330	170,330	Contractor arranges procurement of replacement bins. On-charges the cost to TDC once replacement bin is provided to household. Currently treated as opex due to accounting policy applied (under \$1500 threshold per bin). YTD Opex for bin replacement: \$36k currently included in kerb side collection expenditure	-	204,400	Currently Opex	No	
	324 - Waste Minimisation Capital Works (new/improved asset)	49,657	85,170	35,513		102,200	102,200	Yes	No	
Wastewater	268 - Geraldine Sewer Upgrade	22,211	333,330	311,119	Phasing of construction, with the majority to occur in Q3 and Q4	400,000	400,000	Yes - depending on landowner - challenges with access approval	No - unless underspent at year end due to access difficulties	
	309 - Sewer Reticulation Renewals and Upgrade	361,688	1,703,330	1,341,642	Design phase. Q3/Q4 construction. Also Reactive renewals during the year.	2,044,000	2,044,000	Yes	No	
	325 - Wastewater Plant Renewals and Upgrade	935,790	2,555,000	1,619,210	Design phase. Q3/Q4 construction. Per forecast, current year budget will not be spent	1,075,046	3,066,000	Design has been challenging for wet well. Likely to delay construction until 29/30	No	
	366 - Investigation Industrial Sewer Pipeline Extension	4,452	85,170	80,718	Late Q3/Q4	4,452	102,200	No	No	
	368 - Inland Towns WWTP upgrades	-	170,330	170,330	Air discharge application in progress for Geraldine and Temuka	50,000	204,400	Yes	No	
	369 - Urban Sewer Network Modelling	-	76,650	76,650	Late Q3/Q4	90,000	91,980	Yes	No	
Total - excluding major projects		25,984,056	43,448,740	17,464,684		40,561,432	52,138,462			11,064,710

Major projects

Activity	Project	Mar YTD Actual \$	Mar YTD Budget \$	Variance \$	Commentary	Updated Full year forecast	Full Year Budget \$	Expected to be completed in 25/26?	Carry forward into 26/27 required?	Estimated Carryforward amount; Changes to Annual Plan
Aorangi	252 - Aorangi Park Master Plan Stage 1 (indoor court extension)	9,073,269	7,716,670	(1,356,599)	Timing - Construction started in October	13,062,588	9,260,000	Multi-period project		(3,802,588)
	349 - Equipment and Furniture - new stadium placeholder	-	833,330	833,330	Timing - to be purchased after construction completed		1,000,000	No	Yes	1,000,000
Theatre Royal	314 - Theatre Royal and Heritage Facility Development	7,769,254	9,341,670	1,572,416	Higher expenditure to occur in later stages.	13,551,613	11,210,000	Multi-period project		(2,341,613)
Urban Water	258 - Claremont Water Treatment Plant Upgrade	542,446	5,674,330	5,131,884	Contract negotiation completed and awarded early May. Expected phasing of spend will be developed by Jun26 with detailed design. Capex dictated by material supply, multimillion dollar membrane to be sourced. Report to Council 31 March 26	4,338,000	6,809,201	Multi-period project	Yes	2,471,201
Total - major projects		17,384,969	23,566,000	6,181,031		30,952,201	28,279,201			(2,673,000)
Grand total		43,369,025	67,014,740	23,645,715		71,513,633	80,417,663			8,391,710

10 Consideration of Urgent Business Items

11 Consideration of Minor Nature Matters

12 Public Forum Items Requiring Consideration

13 Exclusion of Public

Recommendation

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

13.1 Public Excluded Minutes of the Council Meeting held on 28 April 2026

13.2 Temuka Camp Ground Divestment

13.3 2030 Redruth Landfill Consent Renewal Options

13.4 Request for Unbudgeted Expenditure - Resource Consent Conditions Related to Seal Extension

13.5 District Plan Review - Appeals Update

13.6 Recommendations on Resolution 2022/13

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Public Excluded Minutes of the Council Meeting held on 28 April 2026 Matters dealt with in these minutes: 12.1 - Bad Debts Written Off as at 31 March 2026 12.2 - Claremont Water Treatment Plant Upgrade Business Case 12.3 - Waste Processing Facility Report 12.4 - Former Criterion Hotel and 138 Stafford Street (Chinese Gardens)- Future Options	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 28 April 2026 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 28 April 2026.

12.5 - Public Excluded Minutes of the Council Meeting held on 31 March 2026		
13.2 - Temuka Camp Ground Divestment	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)	To enable Council to carry out commercial or industrial negotiations
13.3 - 2030 Redruth Landfill Consent Renewal Options	s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	To protect commercially sensitive information
13.4 - Request for Unbudgeted Expenditure - Resource Consent Conditions Related to Seal Extension	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege	To protect all communications between a legal adviser and clients from being disclosed without the permission of the client
13.5 - District Plan Review - Appeals Update	s7(2)(g) - The withholding of the information is necessary to maintain legal professional privilege	To protect all communications between a legal adviser and clients from being disclosed without the permission of the client
13.6 - Recommendations on Resolution 2022/13	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 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)	To protect commercially sensitive information To enable Council to carry out commercial or industrial negotiations

*I also move that [\[name of person or persons\]](#) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [\[specify\]](#). This knowledge, which will be

of assistance in relation to the matter to be discussed, is relevant to that matter because [\[specify\]](#)

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*Delete if inapplicable.

Note

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

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