



AGENDA

Ordinary Council Meeting Tuesday, 7 October 2025

Date Tuesday, 7 October 2025

Time 2:00 pm

Location Council Chamber
District Council Building
King George Place
Timaru

File Reference 1795256

Timaru District Council

Notice is hereby given that a meeting of the Ordinary Council will be held in the Council Chamber, District Council Building, King George Place, Timaru, on Tuesday 7 October 2025, at 2:00 pm.

Council Members

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

Quorum – no less than 5 members

Local Authorities (Members' Interests) Act 1968

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

Nigel Trainor

Chief Executive

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- 1 Opening Prayer and Waiata**
- 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 9 September 2025

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Council Meeting held on 9 September 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Council Meeting held on 9 September 2025**



MINUTES

Ordinary Council Meeting Tuesday, 9 September 2025

Ref: 1795256

**Minutes of Timaru District Council
Ordinary Council Meeting
Held in the Council Chamber, District Council Building, King George Place, Timaru
on Tuesday, 9 September 2025 at 2:03 pm**

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

In Attendance: **Officers:** Nigel Trainor (Chief Executive), Stephen Doran (General Manager Corporate), Andrew Dixon (General Manager Assets and Infrastructure), Andrea Rankin (Chief Financial Officer), Paul Cooper (General Manager Regulatory), Elliot Higbee (Legal Services Manager), Suzy Ratahi (General Manager Land Transport), Joanne Hamilton (Team Leader Animal Control and Parking), Sharon Hoogenraad (Chief Licensing Inspector / Enforcement Officer), Aaron Hakkaart (Planning Manager), Diane Miller (Property Social Housing Officer), Steph Forde (Corporate and Strategic Planner), Maddison Gourlay (Marketing and Communications Advisor), Jessica Kavanaugh (Democracy Services Lead), Jo Williams (Executive Assistant Assets, Infrastructure & Water Services)

Public: Hayley Chang, India Robb, Alice Johnson, Frazer Munro (Timaru District Holdings Limited General Manager), Mark Rogers (Timaru District Holdings Limited Chairperson), Nigel Davenport (Venture Timaru Chief Executive), Logan Hanifin (Venture Timaru Chairperson)

1 Opening Prayer

Alan Cummins

Rev Alan Cummins (Hospital Chaplain) conducted the opening prayer

Cllr Sally Parker led the waiata.

2 Apologies

No apologies were received.

3 Public Forum

Hayley Chang, India Robb, and Alice Johnson presented to Council to share their experiences from the recent exchange to Eniwa, Japan.

Discussion included the length of the exchange trip, the size of Eniwa compared to Timaru, experience with schooling, and the differences to New Zealand. Public transport was also discussed, along with what the exchange students think would benefit South Canterbury that they saw in Eniwa. The Councillors expressed their thanks for representing the Timaru District.

4 Identification of Urgent Business

No items of urgent business were received.

5 Identification of Matters of a Minor Nature

The following matters of a Minor Nature were raised:

- Showgrounds second resource consent update
- Update on the showgrounds culvert

6 Declaration of Conflicts of Interest

- Mayor Nigel Bowen declared a conflict of interest in item 9.7 Annual Report to Alcohol Regulatory and Licensing Authority and will sit back from the table during this item. Deputy Mayor Scott Shannon will chair this item.

7 Confirmation of Minutes**7.1 Minutes of the Council Meeting held on 5 August 2025****Resolution 2025/101**

Moved: Clr Peter Burt

Seconded: Clr Owen Jackson

That the Minutes of the Council Meeting held on 5 August 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.2 Minutes of the Emergency Council Meeting held on 12 August 2025**Resolution 2025/102**

Moved: Clr Sally Parker

Seconded: Clr Stacey Scott

That the Minutes of the Emergency Council Meeting held on 12 August 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

7.3 Minutes of the Council Meeting held on 26 August 2025**Resolution 2025/103**

Moved: Clr Stacey Scott

Seconded: Clr Michelle Pye

That the Minutes of the Council Meeting held on 26 August 2025 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

8 Schedules of Functions Attended

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

Resolution 2025/104

Moved: Mayor Nigel Bowen

Seconded: Cllr Peter Burt

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

Carried

8.2 Schedule of Functions Attended by the Chief Executive

Resolution 2025/105

Moved: Cllr Michelle Pye

Seconded: Cllr Scott Shannon

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

Carried

9 Reports

9.1 Sister Cities - Eniwa Student Exchange presentations

Three students, two from Craighead and one from Roncalli to share their experience of their Eniwa, Japan 2025 student exchange.

Resolution 2025/106

Moved: Mayor Nigel Bowen

Seconded: Cllr Owen Jackson

That the Sister Cities, Eniwa Student Exchange verbal presentations be received and noted.

Carried

9.2 Venture Timaru Quarterly Report to 30 June 2025

The Venture Timaru Chief Executive and Venture Timaru Chairperson spoke to the report 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 2024 to 30 June 2025.

The Venture Timaru Chairperson provided Councillors with an update on the focus for the Venture Timaru Board.

Discussion was had on Silver Fern Farms and livestock numbers across New Zealand. Questions were raised on whether there is anything the Councillors can develop as part of the Annual Plan or Long Term Plan to assist with the operational objectives outlined in the Statement of Intent. The process of obtaining leads for businesses potentially coming to the Timaru District.

At 2:44 pm, Clr Gavin Oliver left the meeting.

It was requested that when the next Benje Patterson report is updated, it consider including the productivity increases in relation to the growth in food and fibre sector export revenue for Timaru and South Canterbury. It was also questioned the impact of the potential selling of the Fonterra brands and the impact on the economic development, and the reasons behind the lift in freight traffic.

Resolution 2025/107

Moved: Clr Sally Parker

Seconded: Clr Allan Booth

That Council receives and notes the Venture Timaru Quarterly Report for the period 01 July 2024 to 30 June 2025.

Carried

9.3 Timaru District Holdings Limited Quarterly Report to 30 June 2025

The Timaru District Holdings Limited General Manager and Timaru District Holdings Limited Chairperson spoke to the report to present to Council, for information and as a requirements of the Statement of Intent (Sol) the quarterly performance report of Timaru District Holdings Limited (TDHL) for the period 01 July 2024 to 30 June 2025.

Discussion included the accounting treatment of the dividends paid to Council from TDHL, how TDHL would utilise that money if it were not paid to Council, and the impact on the Council on rates if it is not paid. The future payment of the dividend from TDHL was advised.

Further discussions on Alpine Energy included addressing the option of a customised price path and the salary range of the Chief Executive Officer. Questions were also raised on the Showgrounds development and the variation to the consent, and the impact on the CBD, including covenants in the place.

It was questioned if a capital requirement from Alpine Energy would be required in the future, including TDHL's confidence in the new Chairperson and Board. The progress on the development at Washdyke. It was requested to send a digital copy of the PrimePort accounts, and clarification was given on their dividend.

At 3:12 pm, Clr Stu Piddington left the meeting.

At 3:13 pm, Clr Stu Piddington returned to the meeting.

Other discussion points included setting up a coastal shipping link and a discussion with the port of Tauranga, and the benefits of collaboration with Venture Timaru.

Resolution 2025/108

Moved: Clr Peter Burt

Seconded: Clr Owen Jackson

That Council receives and notes the Timaru District Holding's Limited Quarterly Report for the period 01 July 2024 to 30 June 2025.

Carried

9.4 Affixing of the Common Seal

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

Resolution 2025/109

Moved: Mayor Nigel Bowen

Seconded: Clr Scott Shannon

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

14 August 2025 – Approval of Warrants

01 September 2025 – Approval of Warrants

Carried

9.5 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 2025/110

Moved: Clr Sally Parker

Seconded: Clr Peter Burt

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

1. Council – Item 13.2 Land Acquisition Temuka Water Supply 07 May 2024
2. Council – Item 13.3 Council Under Utilised Assets for Divestment 07 May 2024
3. Community Services Committee – Item 13.2 Aigantighe House Gallery Seismic Strengthening and Refurbishment Project 30 July 2024
4. Council – Item 13.3 Land Purchase - 44 Trafalgar Street 04 February 2025
5. Infrastructure Committee – Item 13.2 Delivery of Parks Services 18 February 2025

6. Council Workshop – Annual Plan Workshop 25 February 2025

Carried

9.6 Actions Register Update

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.

At 3:20 pm, Clr Stu Piddington left the meeting.

It was requested to have a plan and timeline added to the outstanding actions.

At 3:21 pm, Clr Stu Piddington returned to the meeting.

Freedom Camping Enforcement, additional signage and limiting access

Discussion was had on the area designation for freedom camping, it was confirmed that a report will be presented to Council with this detail. Also, clear communication will be undertaken with the Caroline Bay Association.

Rates and Revenue Review

It is confirmed that two potential consultants have been interviewed, and there is also going to be an induction session on rates in the new triennium. It is confirmed that the scope of the review will be developed with Councillors.

Actions to be closed:

- Workshop on Waste
- Membership in the Local Authority Protection Programme (LAPP) Disaster Fund

Resolution 2025/111

Moved: Clr Peter Burt

Seconded: Clr Owen Jackson

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

Carried

9.7 Annual Report to Alcohol Regulatory and Licensing Authority

The Mayor sat back from the table during this item; Deputy Mayor Scott Shannon chaired this item.

The General Manager Regulatory and Chief Licensing Inspector / Enforcement Officer spoke to the report to inform Council about the Annual Report to the Alcohol Regulatory and Licensing Authority (ARLA).

It was noted that the error in the report Special Licence Applications Received, Number received in category – Class 3 should state 94 rather than 1045.

Discussion included the annual target in the Long Term Plan for visiting premises and the contract arrangement with Mackenzie and Waimate. It has been confirmed that the statistics from 01 July 2025 for Timaru are currently at 24% visited already. The discrepancies between the figures and reasons in this report and the last non-financial performance update were questioned.

Clarification was given on the number of District Licensing Committee Meetings held. It was requested to provide a list of licensed premises rather than the list of companies.

Further discussion included feedback given on stricter controls for remote sales and off-licenses, and the potential issue with clubs not having duty managers on site.

Resolution 2025/112

Moved: Clr Owen Jackson

Seconded: Clr Stacey Scott

That Council receives and notes Annual Report to the Alcohol Regulatory and Licensing Authority.

Carried

9.8 Dog Control Annual Report for the 2024/2025 Year

Mayor Nigel Bowen resumed chairing for the remainder of the meeting.

The General Manager Regulatory and Team Leader Animal Control and Parking spoke to the report to inform the Council of the dog control activities during the 2024/25 financial year and to comply with statutory reporting requirements.

It was noted in point 7 of the report that the dog adoption data were misinterpreted; dog adoptions are not up by 40%. It is highlighting customers requesting to adopt a dog, not how many have been adopted.

Discussion included infringements for not registering dogs, the trends with repeat offenders, and the process for infringements was advised. The changes to legislation regarding tethering dogs and the impact this might have. The process for infringement notices for dog fouling was also explained, along with options for enforcement. The difference between infringement and impounding for wandering dogs was explained.

Resolution 2025/113

Moved: Clr Allan Booth

Seconded: Clr Owen Jackson

That Council receive and note:

1. Dog Control Annual Report for the 2024/2025 year; and
2. That in accordance with the Dog Control Act 1996 the report be publicly notified; and
3. That the report is forwarded to the Secretary for Local Government.

Carried

10 Consideration of Urgent Business Items

No items of urgent business were received.

11 Consideration of Minor Nature Matters*Showgrounds second resource consent update*

The Chief Executive provided a verbal update on the showgrounds consent. It was advised that a resource consent variation has been lodged, questions have been asked on this variation, and until those are answered, it is on hold. Once the answers have been provided, it will be processed as a resource consent.

Clarification was sought on the intersection; it was advised that the draft design has been completed, which the New Zealand Transport Agency and the developer will be discussing. It is confirmed that the culvert and the intersection are two separate projects.

12 Public Forum Items Requiring Consideration

There were no public forum items.

13 Resolution to Exclude the Public**Resolution 2025/114**

Moved: Mayor Nigel Bowen

Seconded: Cllr Michelle Pye

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

13.1 Property Divestments - Update and Further Opportunities

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 at 3.56pm:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
13.1 - Property Divestments - Update and Further Opportunities	<p>s7(2)(h) - The withholding of the information is necessary to enable any local authority holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the Council to carry out, without prejudice or disadvantage, negotiations</p>	<p>To enable Council to carry out commercial activities</p> <p>To enable Council to carry out commercial or industrial negotiations</p>

	(including commercial and industrial negotiations)	
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.”

14 Public Excluded Reports

13.1 Property Divestments - Update and Further Opportunities

15 Readmittance of the Public

Resolution 2025/115

Moved: Mayor Nigel Bowen

Seconded: Clr Stu Piddington

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

Carried

The meeting closed at 4.34pm.

.....
Mayor Nigel Bowen

Chairperson

8 Schedules of Functions Attended

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

Author: Alesia Cahill, Executive Support Manager

Authoriser: Nigel Bowen, Mayor

Recommendation

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

Functions Attended by the Mayor for the Period 1 September 2025 to 28 September 2025.

<i>1 September 2025</i>	Hosted a group from Busy Bees Aoraki in conjunction with museum staff to learn about Timaru Visited the Geraldine Sculpture Trail
<i>3 September 2025</i>	Attended monthly Mayors Taskforce for Jobs meeting Completed mentoring session with Young Enterprise group
<i>5 September 2025</i>	Attended Multicultural Aoraki 20th Anniversary Celebration
<i>9 September 2025</i>	Chaired Extraordinary Directors and Trustees Appointment Committee Chaired Tenders and Procurement Committee Led Citizenship Ceremony Chaired Council meeting
<i>10 September 2025</i>	Met with Venture Timaru Chair and CE for monthly meeting Attended Youth Initiatives Subcommittee
<i>11 September 2025</i>	Attended Roncalli College Year 11 Commerce Class Led Canterbury Mayoral Forum Webinar - Update on Canterbury Ambition and Waitaha Canterbury World
<i>12 September 2025</i>	Attended and welcome at Roncalli Rhythms
<i>14 September 2025</i>	Presented to Te Runanga O Arowhenua Hui
<i>15 September 2025</i>	Attended Audit and Risk Committee Attended Canterbury Mayoral Forum meeting with Police Commissioner
<i>16 September 2025</i>	Attended Environment Canterbury Outstanding Achievement Awards.
<i>17 September 2025</i>	Hosted Multicultural Aoraki Coffee Group Attended Theatre Royal/Museum - Project Steering Group Meeting Attended Aorangi Stadium - Project Steering Group Meeting
<i>19 September 2025</i>	Attended and presented at Gleniti Primary School assembly

	Attended Lodestone Clandeboye Groundbreaking event
<i>20 September 2025</i>	Attended 80th South Canterbury Art Awards
	Attended Celebration of Sina Latu
<i>21 September 2025</i>	Attended Pleasant point Railway 150 th celebration
<i>23 September 2025</i>	Chaired Directors and Trustees Appointment Committee meeting
	Attended Local Leadership Group Hui (ECan)
<i>24 September 2025</i>	Attended monthly Mayors Taskforce for Jobs meeting
<i>25 September 2025</i>	Attended Safer Communities Subcommittee meeting
	Attended SC Seafarers Welfare Centre Special General Meeting
<i>27 September 2025</i>	Opened the Geraldine Helipad

In addition to these duties I met with 42 members of the public on issues of concern to them.

Functions Attended by the Deputy Mayor for the Period 1 September 2025 to 28 September 2025.

<i>14 September 2025</i>	Presented to Te Runanga O Arowhenua Hui
<i>15 September 2025</i>	Judged Regional Kiwibank 'Local Heros' 2025 nominations
<i>20 September 2025</i>	Attended 80th South Canterbury Art Awards
<i>21 September 2025</i>	Attended Pleasant Point Railway 150 th celebration

Attachments

Nil

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

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

Functions Attended by the Chief Executive for the Period 1 September 2025 and 28 September 2025.

<i>4 September 2025</i>	Met with Chief Executive Venture Timaru Limited
<i>5 September 2025</i>	Attended Waitaha Canterbury Aerospace Strategy South Canterbury Workshop
<i>9 September 2025</i>	Attended Extraordinary Directors and Trustees Appointment Committee meeting Attended Tenders and Procurement Committee meeting Attended Council meeting
<i>10 September 2025</i>	Met with Venture Timaru Chair and Chief Executive for monthly meeting
<i>11 September 2025</i>	Attended Canterbury Mayoral Forum Webinar - Update on Canterbury Ambition and Waitaha Canterbury World Met with General Manager Timaru District Holdings Limited
<i>14 September 2025</i>	Presented to Te Runanga O Arowhenua Hui
<i>15 September 2025</i>	Attended Audit and Risk Committee meeting Attended Canterbury Mayoral Forum meeting with Police Commissioner
<i>16 September 2025</i>	Attended Ministry of Social Development networking and insights event
<i>17 September 2025</i>	Attended Theatre Royal/Museum - Project Steering Group Meeting Attended Aorangi Stadium - Project Steering Group Meeting
<i>19 September 2025</i>	Attended Lodestone Clandeboye Groundbreaking event
<i>23 September 2025</i>	Attended Directors and Trustees Appointment Committee meeting

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

Attachments**Nil**

9 Reports

9.1 Release of Public Excluded Items

Author: Jessica Kavanaugh, Democracy Services Lead

Authoriser: Stephen Doran, General Manager Corporate

Recommendation

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

1. Council - Item 8.2 - Venture Timaru Limited Appointment of Chairperson and Director 04 March 2025

Purpose of Report

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

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 following items have been released to the public and are available on the Timaru District Council website under the following links;
 - Council - Item 8.2 - Venture Timaru Limited Appointment of Chairperson and Director 04 March 2025
<https://www.timaru.govt.nz/council/council-and-committee-meetings/meeting-dates-calendar/council/2025/council-04.12.25>

Attachments

Nil

9.2 Letters Received from Sacred Heart School Students**Author:** Meghan Taylor, Executive Assistant Corporate, Finance and Digital**Authoriser:** Nigel Bowen, Mayor**Recommendation**

That the Council receive and note the letters received from Room 13 Students at Sacred Heart School.

Purpose of Report

- 1 For Council to receive the letters that were sent to the Mayor by Sacred Heart School Students on their ideas for Timaru.

Discussion

- 2 The Mayor will be present to speak to the letters received.

Attachments

1. Letters From Room 13 Sacred Heart School Students [↓](#) 

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,

I am writing to you today because I believe that Timaru needs a Ninja Valley. 'Who doesn't like Ninja Valley?'

Firstly, a Ninja Valley would be great for children. In addition the children would use a lot of energy. For example if it's a rainy day and parents are stuck inside with kids that have a lot of energy, you could just take them to Ninja Valley to burn off some steam.

Secondly, more people would want to work there because it's fun and cool. Another thing people would get employed and some money. Furthermore if people talk about Ninja Valley and tell their friends and family people would start to go there.

Finally, lots of children would become more active. Following that children would be running around lots and exercising. Another thing Ninja Valley has lots to offer and you won't get bored.

In conclusion I believe Timaru needs a Ninja Valley as soon as possible! More activities please.

Yours sincerely,
Gabriel Saena

Room13
Sacred Heart School
Timaru
12th September 2025

Dear Mr Bowen,
I'm writing to you because I believe we need Ninja Valley in Timaru.

Firstly, it will be good for children, young and old. And they will lose lots of energy. That means it will be good if you have got lots of energy.

Secondly it will give more jobs in Timaru and more jobs equals more people living in Timaru.

Finally children become more active and strong if they are running around. Ninja Valley has lots to offer.

In conclusion I think Timaru needs a Ninja Valley.

Yours sincerely
Kobi Holdaway-Smith

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,
I'm writing to you because I think Timaru should have a Ninja Valley.

Firstly, it would be a great place for children because some people say children have too much energy, so it would be good for children to lose energy.

Secondly, there will be more jobs and more money for activities for Timaru. Who wouldn't Like more jobs in Timaru?

Lastly, there will be more activities for kids and the children will be running more. Adults will like it too.

In conclusion I think that Timaru needs a Ninja Valley.

Yours sincerely,
Isobel McGregor

Room 13

Sacred Heart

Timaru

11th September 2025

Dear Mr Bowen,

I am writing to this very day because it seems to me we need a ninja valley in Timaru.

Well, I think it's going to be a great opportunity for more employment and more people. Also more people won't have to travel to other places like Dunedin or Christchurch; they could just stay here.

Do you like being active? I think a ninja valley has lots of fun sporty activities like running planks, rock walls and parkour activity. It's really fun. Lots of active people would love to be there.

Finally, I think that it's going to be a big improvement not just for me but for the whole of Timaru. Plus ninja valley has lots to offer, like you might bring your child and you can book a birthday party or you can just go for fun. You're probably thinking there's nowhere to put it, but you could put it where the old church was.

To sum up, I think ninja valley would be a great place to have in Timaru.

Yours sincerely,

Frankie Luyten-Jones

**Room 13
Sacred Heart School
11th September 2025**

**Dear Mr Bowen,
I am writing to you today because I believe that we need a
skyline in Timaru.**

**Firstly it will bring more money for other things too.
Without a doubt it will bring more employment because of
the new jobs and will bring more people into Timaru. We
could get more stuff with the money we make from Skyline.**

**I believe that if we get a skyline there will be more varieties
of activities. It seems to me that there will be a cool luge
and a lot more super great things at Skyline. Of course there
will be mountain stunting for kids and adults.**

**Finally, if Timaru gets a Skyline people don't need to go to
other places and they can just stay in Timaru. You don't
need to waste time by going to other places. It's also good
for the environment not using so much gas from driving.**

**In conclusion, I believe that having Skyline in Timaru will
be good for children and adults.**

**Yours sincerely
Jimi Russell.**

*Room 13
Sacred Heart School.
2025*

*Dear Mr Bowen,
Why not have a skyline in Timaru? It brings more money to Timaru and more employment opportunities. You can even get better stuff with this money.*

Next, there's more variety of activities. There would be a luge and mounting biking down the hill.

You don't have to go to other places. That means not having to waste time. And it's good for the environment.

In conclusion I believe that the skyline would be great for the kids and adults in Timaru. Let's have one.

*Yours Sincerely.
Trisilla Latu.*

Room 13

Sacred Heart School Timaru

11th September 2025

Dear Mr Bowen,

I'm writing to you today because I believe that we need a skyline in Timaru.

Firstly, a skyline would bring more money into Timaru. With the money that we got from the skyline we could use it for coolest stuff in the future. Next we would have more employment. Since we live in a medium sized town more people will want to live here and we would get more jobs

Secondly if we got a skyline there would be more of a variety of activities. Your problem would be thinking what activity there would be. There would be a luge to get to move. Shops on the top of the mountains. Next we could have mountain biking down the hill that the shops were on.

Finally if we get a skyline you would not have to go to Queenstown and waste time and petrol. Petrol is also bad for our environment.

In conclusion, I believe that the skyline will be good for all families in Timaru.

Yours sincerely

Lottie Scott

Room 13
Sacred Heart School, Timaru
11th September 2025.

Dear Mr Bowen,
I am writing to you today because I believe that we need
Skyline in Timaru. Is Skyline amazing?

Firstly, Skyline brings more money into Timuru. It happens
by getting employees to work there. With all the money we
can create different types of activities in Timaru.

Secondly, there are varieties of activities such as Luge, a
cart where you drive it half way down the hill. Furthermore,
mountain biking is a good activity for stunt experts and for
people who want to do it for fun. Who doesn't like Skyline?

Thirdly, you don't have to go to other places because it is
a lot of time. If you travel to other places for Skyline, global
warming is going to grow, and that is not good for the
environment.

In conclusion, I believe that Skyline would be great for kids
and adults in Timaru.

Your Sincerely,
Aljo Sijo.

Room 13
Sacred Heart School
Timaru
11th September 2025.

Dear Mr Bowen,
I'm writing to you today because I believe that we need
go-carts in Timaru.

Firstly, why we need go-carts in Timaru is that it will help us
with our driving skills. I am sure that in the future it will help us
to pass our driving test. Also it will save time and money from
going up to Christchurch.

Next, it will give people jobs. There will be more employment
in Timaru. Which would be wonderful. It is obvious to me that
go-carts will boost the population, it's amazing.

Finally, go-carts will bring more excitement to Timaru. I'm
certain that go-carts will make it happier to live here. We could
also host tournaments and competitions and win prizes and
money.

To sum up, I'm sure go-carts are great for Timaru.

Yours sincerely,
Tom Strachan

Room 13

Sacred Heart School

Timaru

11th September 2025

Dear Mr Bowen ,

I'm writing to you today because I believe that we need go-karting in Timaru.

I think we should have this activity because Timaru needs some more fun and something new. I think if we had a go-karting track it would help young people to learn how to drive and help them in the future when they drive.

It would also make more people come to Timaru which would raise money for other new things . Another thing it would save time and money instead of going to Christchurch. Who wouldn't want to go-karting?

I believe if we had go-karting it would give more employment . The go-karting area would be half indoor and half outdoor with tunnels . We would have tournaments and competitions . Go-karting is fun, racing, driving .

I know this is a great idea for Timaru.

Yours sincerely

Harper McCambridge.

Room 13
Sacred Heart
Timaru
11th September 2025

Dear Mr Bowen,
The reason I'm writing to you is because Timaru is bland and needs something fun. So I believe we need a go kart track.

Firstly, it will improve our driving skills. If we practice on go carts we will be better drivers in the future, which will lead to less crashes. It will also save time and money from going to Christchurch or Queenstown. Feel the excitement.

Secondly, it is obvious to me that a go cart track will give people jobs because lots of people want to work at a go cart track. This will equal more employment. And I'm certain more people will want to live in Timaru. Think about how fun it would be.

Furthermore it will bring more excitement to Timaru by a massive level. Imagine how many children will want to live here. They won't think it's just a boring town. Who doesn't want happy kids? There will also be competitions and tournaments. That would bring some excitement.

In conclusion I know this is what Timaru needs.

Yours sincerely
Hugh Mckay-Harding

Room 13
Sacred Heart School
11th September 2025

Dear Mr Bowen,
I believe that we should have gokarting in Timaru. Who wouldn't want gokarting in Timaru? If we had gokarting in Timaru people wouldn't have to drive all the way to Christchurch.

Firstly, driving skills. It will help young people learn how to drive quicker in the future. Also it is safer than practicing in a real car. And of course it saves time and money from Christchurch and spending tons of money on gas.

Secondly, it gives more employment options to Timaru. Also more job opportunities for people. I think that lots of people would actually love working at a gokarting place. And it could boost the population of Timaru. More jobs means more money to Timaru and that means more fun stuff.

Lastly and most importantly it will give more excitement to Timaru. Children will be more happy to live here and visit. They can organise competitions and holiday activities for kids. Everyone loves it.

Yours sincerely,

Alexa Ashish

Room 13
.Sacred Heart School
Timaru 11th September.2025.

Dear Mr. Bowen
I believe that we should have go karting in Timaru.

Firstly, it helps children in the future with driving skills. It's totally fun. Timaru will be more exciting for children.

It is obvious to me that more and more people would want to go to Timaru because there would be go karting.

Finally, most children think that Timaru is bland and boring. There are no exciting things, but if you add go karting it would boost the population and give children something to do .

I know this would be the best for children in Timaru.

Yours sincerely
Jane Mejorada

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,
I am writing to you today because I believe that we need a shooting range in Timaru.

Firstly, it will bring people joy when they're bored and doing nothing. If children are bored and have nothing to do, they won't be healthy. So if kids like shooting rifles and shotguns they will love the shooting range. It helps to develop your strength.

Secondly, if you train more and more you get better at aiming at your target. Everytime you practice at the range you can be more still every time you practice. You will get used to it.

Lastly, if you want to improve your shooting skills. You need to get used to the position. The more you practice you will get better accuracy every time you go hunting.

In conclusion, I think that hunters will like the shooting range in Timaru.

Your's sincerely
Jackson Darling.

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,
I am writing to you today because I believe that we should have a shooting range in Timaru.

Firstly, it's a great activity to stay active because if kids have nothing to do all day they will not stay healthy. It also helps you to gain strength.

Secondly, a shooting range would be great for people to work on better aim and better accuracy. Also we can train to be still and patient.

Finally, it will help you to improve your shooting skills in hunting. It will also get you used to the position. Who wouldn't want a shooting range in Timaru?

To sum up, we need a shooting range in Timaru.

Yours sincerely,
Riley Brown

Room13
Sacred Heart School
Timaru
12th September 2025.

Dear Mr Bowen,
I am writing to you because I believe that we need a shooting range in Timaru.

Firstly, if children don't have anything to do they won't be healthy and a shooting range helps to develop strength.

Secondly, if you train you can get better at shooting more and more. You can also get to be more still and better at shooting.

Finally, you can get used to the position that also will give you better accuracy when you are hunting.

In conclusion I think that is why we need a shooting range in Timaru.

Yours sincerely,

James Bubbett

Room 13
Sacred Heart School
12/9/2025

Dear Mr Bowen,
Ever go hunting and miss all your shots? Or tired of not being able to show off to friends/family? Well worry not! Today I will give reasons for a shooting range in Timaru.

Firstly, keeping active. Studies show that if children don't have things/ activities to do they can become unhealthy thus lowering the chances for a happy life. Shooting helps build muscle which helps self defence.

Secondly, better aim. Ever play catch and drop the ball or even completely miss? Embarrassed, feel like you lost charisma? We've all been in that boat.

With a shooting range you can train for accuracy! With better aim comes opportunities like being better at soccer, tennis, rugby and basketball that all require aim. Trust me you don't want to miss a chance at a shooting range. Pun intended.

Lastly, improving your shooting skills. Improving your shooting skills is important. First you can make a living selling meat if you are a hunter and you can do it for a hobby plus you could eat the meat from the animals you kill. Sounds like a good deal right?

In conclusion, it's something you can do for fun or a living.

Yours sincerely,
Jesse Edeifo

Room 13
Sacred Heart School
11th September 2025

Dear Mr Bowen,

I am writing to you today because I believe that we need a laser tag in Timaru.

I am without a doubt positive that we need laser tag in Timaru, because it would be totally necessary for parties and adults and kids would enjoy it. It would be a great rainy day activity.

Secondly, more jobs and money for our community. Another reason is way more people which would expand the community. Of course this means more choices for employment.

It seems to me that Timaru is quite bland. A laser tag will make Timaru a lot more interesting. You also wouldn't have to travel to places like Christchurch to play. And no one likes having to travel two whole hours.

In conclusion, Timaru definitely needs a laser tag best game ever.

Yours sincerely,
Maddie O'Keeffe.

*Room 13
Sacred Heart School
Timaru
11th September 2025.*

*Dear Mr Bowen,
I believe that Timaru must get a laser tag as a fun activity. You'll love it!*

I am sure we need a laser tag because it would be great for parties and activities. Laser tag is great for children as well as adults so the parents can play laser tag with their children to make sure they are alright. It also wouldn't matter if it was a horrible day, so then the birthday child won't get upset knowing the party isn't ruined.

Furthermore, laser tag would open more opportunities like jobs. More people would come down for jobs or to play. With laser tag open we would also be more money and more happiness.

In addition to that, Timaru's pretty bland right now and everyone gets bored easily. If we get laser tag, it will make Timaru more interesting and exciting. Also laser tag will make sure that people won't have to go to other places for more fun and probably even move there since it is more fun.

In conclusion, I believe that it is necessary to get laser tag and everything will improve in Timaru. Who wouldn't want a laser tag?

*Yours sincerely,
Jessica Monaghan.*

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,
We need a laser tag in Timuru for children because our class believes Timaru is quite boring right now.

Firstly, laser tag would be great for parties, And children would be delighted if we had a laser tag. Also, adults would be too, you wouldn't just be delighting one person. Without a doubt, it wouldn't matter about the weather. Furthermore, everyone could have fun even if it's raining.

Another thing, getting a laser tag will give more jobs. More jobs means more people would come to Timaru. Live here and because we will have a much bigger gap for job options that would certainly give many opportunities to people who are struggling. It is obvious that having a laser tag would bring in money that I believe could open more doors to stores.

It seems to everyone that Timaru is bland for children. Adults may not believe this, but here's why. We don't have many things to do now, but if we have a laser tag, that will make Timaru way more surprising and interesting. If we get a laser tag people wouldn't have to waste their gas to go to Christchurch.

In conclusion, we think we need a laser tag to make Timaru more interesting and the opposite of bland.

Yours sincerely,

Sadie Gordon.

Room13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen

I am writing to you today because I believe that we need a Laser Tag in Timaru.

Firstly, I am sure that kids and adults would enjoy it. Plus it would be a great party game/ activity for rainy days. Also, who doesn't like a fun activity?

Next, it seems to me that if we had a Laser Tag it would bring more money to Timaru. Also more employment so more people can live in Timaru because more people would have jobs .

Finally, I am certain that some people would agree that right now Timaru is quite bland . But with a Laser Tag it would be better!

To sum up, Laser Tag would be great for Timaru.

Yours sincerely,
Jordan Low

Room 13
Sacred Heart School
Timaru
11th September 2025

Dear Mr Bowen,
I am writing to you to talk about having a Laser Tag in Timaru.

Firstly it would be great for parties because it wouldn't matter what the weather was like because it would be indoors. Also it would be fun for kids and adults.

Secondly, it gives more jobs so that more people can live in Timaru which will be good for the shops. That also means there will be more money in Timaru.

Thirdly, Timaru is bland right now, but if we had a Laser Tag it would make Timaru fun. Plus we would no longer have to go all the way to Christchurch.

In conclusion, a Laser Tag in Timaru would be great.

Yours sincerely
Jake Hand

Room 13
Sacred Heart School Timaru
11th September 2023

Dear Mr Bowen,

I'm writing to you today because I believe that we need a Lazer Tag in Timaru.

Firstly it would be great for parties. There are mind-blowing experiences for kids and adults to have fun with. Also no one would care about the weather because it would be inside.

Secondly, having a Lazer Tag would give people more jobs and to get the job more people will come and live in Timaru. To be honest at the Lazer Tag they will have snacks and drinks.

Thirdly it would make Timaru more fun and if it was in Timaru you wouldn't have to drive to Christchurch. Children would like it too, even adults.

To sum up, I think we should have a Lazer Tag in Timaru.

Yours sincerely

Isla Richardson.

9.3 Actions Register Update

Author: Jessica Kavanaugh, 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 11 items on the actions register.
- 5 Six items are marked as ongoing.
- 6 Four items are marked as completed, and are proposed to be marked as removed at the next meeting.
- 7 One 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	Budget Reallocation Trial				
Date Raised:	17 October 2023			Status:	Complete
Issue Owner	Chief Financial Officer	Due Date:	When presented	Completed Date:	September 2025
<p>Background: The Councillors requested that a trial is to commence that includes officers work to advise the Chair of the relevant committee when budget reallocation occurs which is each Group Managers responsibility and provide an update to the Commercial and Strategy Committee in the Financial Report. This trial will be reviewed in March.</p> <p>Update: This has been implemented in the Monthly Financial Update to the Commercial and Strategy Committee for September 2023 and will continue to feature in these reports until a review of the trial in March 2024.</p> <p>July 2024 Update: Budget reallocation will be continued on a trial basis pending a further review.</p> <p>September 2024 Update: This will remain on here until such time it is used for a report at which time we will review layout for approval for on going use.</p> <p>January 2025 Update: A formal process for this is still being developed. GMs will continue to bring papers to council when required.</p> <p>4 February 2025 Council Meeting: This action was requested and agreed to be presented at the 18 February 2025 Commercial and Strategy Meeting.</p> <p>Update: A verbal update was given at the 18 February Commercial and Strategy Meeting. The new Senior Finance Business Partner will look at implementing a process with managers after understanding the organisation through the Annual Plan process.</p> <p>March 2025: There is no further update for March 2025.</p> <p>April 2025: This has been added on to the Funding and Financial Implications template within Council Decision making reports. This can now be closed off.</p> <p>6 May 2025 Council Meeting: It is agreed this action is not complete and to remain on the register as the May update is not the solution, discussion to be had with the Chief Executive on how to best achieve this.</p> <p>June 2025: Continued education of activity managers is required to utilise the financial and funding implementation template.</p>					

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Finance is investigating the best information available from MagiQ to enable a monthly review of year-to-date budgets fully utilised prior to the end of the financial year. This is expected to be implemented by August 2025.

02 September 2025: The Senior Finance Business Partner is working on a full new Magiq monthly report that will incorporate this as part of the monthly reporting. Still in progress due to Annual Report requirement pressures.

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

September 2025 Update: The new Magiq monthly report has been completed and included with the August monthly finance report. This action can now be closed.

Information Requested:	Investigate Subcontracting Across Council			
Date Raised:	12 December 2023		Status:	Complete
Issue Owner	General Manager Land Transport	Due Date:		Completed Date: September 2025
<p>Background: The Councillors requested a report on sub-contracting across council where sub-contracting is occurring with the consideration to if these services can be delivered in – house.</p> <p>Examples include – Street sweeping, rubbish collection.</p> <p>March 2024 Update: The Infrastructure Group is looking at alternative ways of carrying out various services, starting with the s17a review of Parks. Some of the identified opportunities will be included within the report on underutilised assets.</p> <p>May 2024 Update: Direction has now been received on Parks and Recreation services. Review of Public Place Waste Disposal is being carried out – seeking direction if there are other areas Councillors would like reviewed.</p> <p>July 2024 Update: Officers met on 23 May to discuss potential efficiencies in the delivery of services across different groups. These included the use of in-house services across groups or consolidation of individual contracts within groups to take a Council wide approach. Examples are use of in-house parks resources for Council property grounds maintenance, consolidation of public refuse bins collection to gain economies of scale, or consolidation of cleaning services into a Council wide contract rather than contracts in individual groups. The outcome is to initiate the development of a 5 year delivery plan for services that can be delivered in house or packaged in a different way to ensure the best community outcomes.</p>				

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August 2024 Update: Request for a road map to come back to Council.

September 2024 Update: The first business case (street sweeping) is being finalised for the group to review. This template will then be used for the other services that have been identified as there being potential opportunity for review. The list so far includes General Cleaning, Building Maintenance, Graffiti, Gardening, Commercial Waste, Public Place Waste and Security. The purpose of having a 5 year plan is around looking at contracts that may not be due to expire for some time but to have a plan for when they do expire.

October 2024 Update: The Street Sweeping business case has been completed with a recommendation to retain the status quo contracting this out. Business cases are currently being prepared for cleaning and electrical services. This will be a ongoing project over several months as we work through various services. Is Council seeking continued updates or comfortable that this piece of work is being managed and can be removed from the actions register.

December 2024 Update: Further investigation is underway connected to the action below “Investigate Small Trades’ and a report will be brought to Council on 4 February.

February 2025 Update: A review is currently being carried out around public place waste and how this service is delivered.

4 February 2025 Council Meeting: This action was requested and agreed to be presented at the 04 March 2025 Council Meeting. This action is now linked to the “Investigate Small Trades” and will be tabled at the 4 March 2025 meeting

March 2025 Update: Currently working through implications for existing contract if street sweeping were to be brought in-house. Current contractual arrangement not due to expire till June 2028.

March 2025 Council Meeting: It was advised this report was deffered until the 1 April 2025.

April 2025 Update: The street sweeping report will be presented at the 1 April Council meeting.

May 2025: This report was presented and it is recommended that this action is now closed.

6 May 2025 Council Meeting: It is agreed this action is not complete, Councillors are waiting for further information on Street sweeping relative to current contracts, process and potential penalties.

June 2025 Update: Discussions have commenced with Fulton Hogan, a further update will be provided at the next meeting.

July 2025 Update: The contractor has confirmed that their internal commercial team has assessed their position regarding the formal agreement with a key subcontractor. Engagement with the subcontractor is expected to take place next week during a scheduled visit from the contractor’s Regional Commercial

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Manager. A further update will follow that discussion. In parallel, Council’s Section 17A review of transport service delivery will get underway over the coming weeks and months. This will provide a robust and independent foundation to support future decision-making across all aspects of the transport activity.

September 2025 Update: Council’s Section 17A review of transport service delivery has now commenced. This process provides the most appropriate and independent mechanism for assessing whether services are best delivered in-house, contracted out, or through a mixed model. The outcomes of that review will give Council the necessary evidence base to inform decisions ahead of future contract renewals.

For visibility, a summary report can be tabled at a future meeting listing contracts with formal subcontract components and their expiry dates, if Council still wishes. However, officers recommend relying on the Section 17A review to guide substantive decisions rather than duplicating work through piecemeal reporting.

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

October 2025 Update: A Section 17A review is currently underway for all Transport Activities undertaken by Council including street sweeping. A report outlining options and recommendations will be presented in the new triennium, with adoption expected by March 2026. Other subcontracting opportunities in other council activities will also be considered when contract renewal opportunities arise and Section 17A reviews are completed. It is recommended that this item be closed.

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:	
<p>Background:</p> <p>The Councillors requested a report on Trades: investigate the value of small trades outside of large contracts with the consideration to these being offered in-house. With an analysis of both procurement and spend on invoices under \$10k.</p> <ul style="list-style-type: none"> • 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. <p>Update: Investigation is in progress and will return to council once complete.</p> <p>September 2024 Update: This is underway, working on electricians, plumbers, cleaners as a starting point.</p>					

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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: 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.

May 2025: 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: Process implementation has stalled until the restructure is complete. A maintenance procurement plan is in development and will be brought 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.

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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
<p>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.</p> <p>December 2024 Update: Report on progress will be presented to Council on 4 February 2025.</p> <p>January 2025 Update: The report is in draft pending discussion internally and will be reported on at the 4th March 2025 meeting.</p> <p>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.</p> <p>March 2025/April 2025: 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.</p> <p>1 April 2025: Council Meeting update: it was confirmed this action remain open.</p> <p>May 2025: Further reporting on this issue will be via the CFO in quarterly reports as normal that are brought to Council.</p> <p>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.</p> <p>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.</p> <p>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.</p>					

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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.

Information Requested	Investigate Financial System			
Date Raised:	4 February 2025		Status:	In Progress
Issue Owner:	Chief Information Officer	Due Date:	04 March 2025	Completed Date:
<p>Background: Councillors requested as part of Council resolution 2025/8 that officers “Investigate an upgrade or new financial system and report back to the Council at the 4 March 2025 Council Meeting with an estimated cost and timeframes in order for this amount to be included in the Annual Plan 25/26.” This was not included in the March action register.</p> <p>April 2025: Investigation is underway. An update report on progress to date has been prepared for the 1 April meeting.</p> <p>May 2025: CFO and CIO visited the Palmerston North team to discuss their financial system upgrade, they had some excellent insights and looked to have solved quite a few of the issues we currently have. Officers are fine tuning our requirements based off this information and putting together a workplan with costings, which we will bring back to council.</p> <p>June 2025: A system shift of this magnitude is a complex task and the business case is in progress. Officers have received some quotes and are waiting on the provider for remaining quotes to provide full costings.</p> <p>July 2025 Update: CFO and CIO are working on a business case for the financial system upgrade.</p> <p>September 2025 Update: The Business case draft has been completed - currently being reviewed by SLT for sign off to bring to council.</p> <p>October Update 2025: Following SLT review and feedback some aspects of the business case being developed further before coming to council. This will now be presented in the new triennium.</p>				

Information Requested	Workshop on Waste			
Date Raised:	4 March 2025		Status:	Complete

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Issue Owner:	General Manager Assets and Infrastructure	Due Date:		Completed Date:	19 August 2025
<p>Background: Councillors requested as part of Tenders and Procurement Committee a workshop on waste to further their understanding of the business activity and fees and charges.</p> <p>April 2025 Update: A workshop has been scheduled to present this information on 17 June 2025.</p> <p>1 April 2025: Council Update: It was requested to move this workshop date forward.</p> <p>May 2025 Update: A Workshop will be presented to the Councillors on the 06 May 2025.</p> <p>6 May 2025 Council Meeting: It is agreed this item is to remain on the action register, there were further actions that came from the workshop, officers will update the action to provide the information requested.</p> <p>June 2025 Update: This information is currently being prepared to present to the Infrastructure Committee on 19 August 2025.</p> <p>July 2025 Update: No change from previous month.</p>					

Information Requested	Freedom Camping Enforcement, additional signage and limiting access				
Date Raised:	24 June 2025			Status:	Complete
Issue Owner:	General Manager Assets and Infrastructure, General Manager Regulatory	Due Date:		Completed Date:	September 2025
<p>Background: Councillors requested to be provided an update on the status of the resolution (2025/82) "That Council direct the Chief Executive to warrant officers under the Freedom Camping Act 2011 and associated legislation, and not pursue the development of a freedom camping bylaw." Also an update that additional signage be added to Caroline Bay and limiting access to certain areas to help with freedom camping over the Christmas period.</p> <p>July 2025 Update: General Manager Regulatory to approve officers, warrants will need to be issued. General Manager Assets and Infrastructure, appropriate signage is required to be approved and installed.</p> <p>September 2025 Update: General Manager Regulatory has begun the process of Timaru District Council parking officers becoming warranted, this item can be closed.</p>					

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Information Requested	Membership of the Local Authority Protection Programme (LAPP) Disaster Fund				
Date Raised:	24 June 2025			Status:	Complete
Issue Owner:	General Manager Assets and Infrastructure	Due Date:		Completed Date:	19 August 2025
<p>Background: Councillors requested to be able to review and consider the membership of the Local Authority Protection Programme (LAPP) Disaster Fund prior to the membership renewal deadline in September 2025.</p> <p>July 2025 Update: We have approached our insurance brokers to provide alternative insurance cover options.</p> <p>02 September 2025 Update: A report went to the 19 August 2025 Commercial and Strategy Committee, ensuring a decision could be made prior to the renewal deadline in September 2025.</p>					

Information Requested	Rates and Revenue Review				
Date Raised:	05 August 2025			Status:	
Issue Owner:	Chief Executive	Due Date:		Completed Date:	
<p>Background: Councillors requested to have the Rates and Revenue Review added to the action register and updated provided on the progress.</p> <p>August 2025 Update: The Chief Executive has interviewed a potential consultant and is interviewing another for this review.</p>					

Information Requested	Timeline for the culvert replacement at the Showgrounds Intersection				
Date Raised:	26 August 2025			Status:	Complete
Issue Owner:	General Manager Land Transport	Due Date:		Completed Date:	02/09/2025
<p>Background: Councillors requested that council officers follow up with New Zealand Transport Agency Waka Kotahi to understand the timeline for the works to be undertaken including the works that will happen after this replacement is done and the plan for State Highway 1 travellers.</p>					

#1595414

September 2025 Update: The eight month programme reflects the need to balance community safety, traffic reliability and the technical challenges of replacing a large culvert in a constrained and sensitive environment.

The culvert is a significant structure, measuring 28.5 metres in length, 6 metres wide and 2 metres high, made up of 19 individual units with two headwalls, and requiring excavation to a depth of around 3 metres. The site is also recognised as archaeologically sensitive, meaning works must be paused for professional assessment should any discoveries be made.

There are no viable local road detour routes for State Highway 1 through Timaru, and while local traffic will naturally divert to surrounding roads, these are not designed to handle the high volumes of heavy vehicles that typically use the state highway. To maintain two lanes of traffic at all times, the culvert must be constructed in stages, which extends the overall programme duration. The estimated eight-month timeframe also includes a three-week shutdown over the Christmas–New Year period, recognising that major roadworks at the peak holiday travel time would not be well received. Additional contingency has been included for wet-weather delays as the work is being undertaken in a stream environment.

October 2025 Update: Construction work is underway and it is recommended that this item can be closed.

Information Requested	New Terms of Reference for the Water Services Delivery Steering Group				
Date Raised:	26 August 2025			Status:	
Issue Owner:	General Manager Corporate/ General Manager Drainage and Water	Due Date:		Completed Date:	
Background: Councillors requested have a new Terms of Reference for the Water Services Delivery Steering Group in the new triennium.					

#1595414

9.4 Timaru District Council Draft Annual Report 2024/25 Update

Author: Steph Forde, Corporate and Strategic Planner
Andrea Rankin, Chief Financial Officer
Ashlea Whyte, Finance Manager/Financial Accountant
Stephen Doran, General Manager Corporate

Authoriser: Andrew Dixon, General Manager Assets and Infrastructure

Recommendation

That Council:

1. Receives and notes the Draft Annual Report 2024/25 update report
2. Receives and notes the Draft Annual Report 2024/25 as at 1 October 2025

Purpose of Report

- 1 To provide Council with a Draft Annual Report 2024/25 prior to the end of the triennium as requested at the Audit and Risk Committee Meeting on 15 September 2025.

Assessment of Significance

- 2 This matter is of low significance under the Council's Significance and Engagement Policy. All councils are required to report annually on their activities and financial performance under section 98 of the Local Government Act 2002. While the Annual Report and the performance of Council has wide interest it is a reporting matter, and as such it does not request or require decisions that affect levels of service, rates or strategic assets.

Background

- 3 The Local Government Act 2002 (the Act) requires the Council to prepare and adopt an Annual Report within four months of the end of its financial year. The Council has a 30 June balance date, which require Council to complete and adopt its Annual Report no later than the close of 31 October 2024.
- 4 The Act requires the Annual Report to be audited, and Audit New Zealand (Audit NZ) have been appointed by the Auditor General to conduct the audit.

Discussion

- 5 The purpose of the Annual Report, as provided at s 98(2), are:
 - 5.1 To compare the actual activities and the actual performance of the local authority in the year with the intended activities and the intended level of performance as set out in respect of the year in the long-term plan and the annual plan; and
 - 5.2 To promote the local authority's accountability to the community for the decisions made throughout the year by the local authority.
- 6 The Draft Annual Report 2024/25 outlines the achievements of Council and the financial and non-financial performance against Year 1 of the 2024-34 Long Term Plan.

- 7 The Draft Annual Report 2024/25 as at 1 October 2025 is attached under separate cover.

Consultation

- 8 Consultation on the Annual Report is not required. It is a legislative requirement that all Councils must complete at the end of the financial year. The report is designed to encourage readership by the community of Council achievements and challenges during the financial year. A summary Annual Report is also prepared for the community.

Relevant Legislation, Council Policy and Plans

- 9 Section 98 of the Local Government Act 2002.
- 10 Long Term Plan 2024-34.


Financial and Funding Implications

- 11 Preparation and audit of the Annual Report is a budgeted expense.

Other Considerations

- 12 The audit process is ongoing therefore it is expected that content within the Draft Annual Report 2024/25 supplied will change prior to planned adoption on 31 October 2025.

Attachments

1. Draft Annual Report 2024-25 - 01.10.2025 (under separate cover) 

9.5 Financial Report August 2025

Author: Ashlea Whyte, Finance Manager/Financial Accountant
Tyler Zandrack, Senior Management Accountant

Authoriser: Andrea Rankin, Chief Financial Officer

Recommendation

That Council receive and note the summary financial results to 31 August 2025.

Purpose of Report

- 1 The purpose of this report is to outline progress on implementing year two of the 2024-34 Long Term Plan (LTP) and report on the financial results for the period ended 31 August 2025.

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 or the Commercial and Strategy Committee on Council's financial performance during the current financial year.

Discussion

- 3 The following is a summary of the financial performance as at 31 August 2025 – refer to Attachment 1 for financial tables.

	Actuals to 31 Aug 2025 (\$000)	Budget to 31 Aug 2025 (\$000)	Actuals to 31 Aug 2025 (\$000)	Full year Budget (\$000)
Total Revenue	22,080	23,282	21,417	145,306
Total Expenses	21,624	24,307	20,249	146,526
Operating Surplus/(Deficit)	456	(1,025)	1,168	(1,220)
Capital Expenditure	4,627	13,403	4,744	80,418

- 4 Total borrowings as at 31 August 2025 were \$246M. The net debt position at the same date is \$196M. Net debt is total borrowings less cash reserves held by Council.

Debt to revenue ratio as at 31 August 2025 is 135%. 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	195,855
Forecast Revenue	145,306
Debt to revenue ratio	135%

- 5 A forecast of Net Debt will be provided with the Financial Report September 2025 based on our budgeted debt at year end, including a column with 'worst case scenario' removing subsidies and grants, and vested assets.

Attachments

1. Financial Report August 2025 [!\[\]\(aca6fcc8bd95e8255b9ea1b1d08ef300_img.jpg\)](#) 

Statement of Comprehensive Revenue and Expenses, detailing significant items for August Financial Year to Date (YTD)

Revenue			Aug YTD \$000	Aug Budget YTD \$000	YTD Variance \$000	Commentary >50k variance	Full Year budget \$000
Rates revenue	General rates	-	8,744	- 8,771	- 27		- 52,628
	Targeted rates						
		Water Revenue	- 1,995	- 1,995	-		- 11,972
		Wastewater Revenue	- 1,341	- 1,341	-		- 8,048
		Stormwater	- 874	- 874	-		- 5,243
		Downlands Water Supply Revenue	- 530	- 530	0		- 3,181
		Waste Collection Revenue	- 1,308	- 1,308	-		- 7,846
		Water by Meter	- 293	- 504	211	Based on usage, seasonal demand	- 3,023
	Rates penalties	-	74	- 92	18		- 550
Total Rates Revenue			- 15,159	- 15,415	- 256		- 92,490
Fees & charges	Fees & charges						
		Waste Management Operations Revenue	- 1,036	- 996	40		- 5,976
		Wastewater Revenue	- 741	- 538	203	Tradewaste fees underbudgeted. Fees for Smithfield discharge still ongoing	- 3,226
		CBAY revenue	- 534	- 538	5		- 3,229
		Community Housing Revenue	- 361	- 333	27		- 2,000
		Building Control Revenue	- 407	- 462	55	Building consent revenue based on demand, economic conditions.	- 2,772
		Parking enforcement	- 250	- 242	7		- 1,453
		Animal Control Revenue	- 507	- 123	385	Registration occurs at the start of the financial year. Even budget to be changed	- 735
		Other fees and charges	- 630	- 631	2	No individually significant items or variances remaining	- 3,789
Total Fees and Charges			- 4,465	- 3,863	- 601		- 23,181
Finance revenue	Interest						
		Related party	- 243	- 333	90	Interest rates lower than budgeted	- 2,000
		Bank & term deposits	- 134	- 292	158	Interest rates lower than budgeted	- 1,752
Total Finance revenue			- 377	- 625	- 248		- 3,752
Subsidies and grants	Grants received						
		Subsidised Rooding Revenue	- 939	- 2,070	1,132	Construction season not fully commenced, funding received once expenditure incurred	- 12,422
		Waste Management Operations Revenue	- 232	- 225	7	NB: offset in other expenses - waste levy expense	- 1,350
		Theatre Royal Revenue	- 300	-	300	Revenue received in advance from prior year budgeted grants being released	-
		Safer Communities - Project Turnaround Rev-	- 110	-	110	Community Employment Programme not budgeted	-
		Parks Revenue	-	- 160	160	Better off funding not received due to cycleways projects behind schedule	- 962
		Other subsidies and grants	- 71	- 48	24	No individually significant items or variances remaining	- 285
Total subsidies and grants			- 1,652	- 2,503	- 851		- 15,019
Other revenue							
		Development and Financial Contributions	- 90	-	90	Relates to funding for Three Waters	-
		Dividends Received	-	- 183	183	Budget to be changed to occur in total in Jun 26	- 1,100
		Drainage & Water Management Revenue	-	- 156	156	Timing of budget - to be corrected in September	- 933
		Other revenue	- 337	- 536	199	No individually significant items or variances remaining	- 3,218
Total other revenue			- 427	- 875	- 448		- 5,251
Vested Assets			-	-	-		- 5,613
Total Revenue			- 22,080	- 23,282	- 1,202		- 145,306
Expenditure							
Personnel costs			6,337	5,637	- 700	Redundancy payments contributing to actuals over budget	34,501
Finance costs			1,204	1,995	791	Interest rates lower than budgeted	11,968
Depreciation expense			7,317	7,317	-		43,901
Other expenses	Contractors						
		Parks	381	601	220	Parks coming in house, decrease in contractors used	3,607
		Roads and footpaths	710	1,383	672	Construction season not yet commenced, even budget split doesn't match	8,296
		Solid Waste Collection	138	400	262	Contractor costs under budget. Claims are not for the same amount each month as per the budget	2,400
		Waste Management Operations	541	806	266		4,838
		Urban Water operations	130	238	108	Seasonal expenditure, higher in summer months	1,430
		Wastewater	171	190	19		1,140
		Community Housing	113	91	- 22		543
		Other contractors	566	969	403	No individually significant items or variances remaining	5,815
	Total Contractors		2,750	4,678	1,928		28,069
	Waste Minimisation Levy Expense		138	225	87	Offset in revenue - waste mgmt. grants and subsidies	1,350
	Consultants		359	407	48		2,441
	Planning Consultant Fees	District plan review	223	174	- 49		1,046
	Electricity		426	518	92	Seasonal usage	3,109
	Software Support & Upgrades - Expensed		299	264	- 35		1,584
	Carbon Credits		247	283	36		1,700
	Aoraki Development/Central SITrust Grant	Economic Development & Promotion	438	243	- 195	Annual events support grant for Venture Timaru	1,458
	Insurance, including LAPP		320	331	11		1,987
	Other expenses		1,565	2,235	670	No individually significant items or variances remaining	13,411
Total other expenses			6,767	9,359	2,592		56,156
Total Expenditure			21,624	24,307	2,683		146,526
Net result			- 456	- 1,025	- 1,481		- 1,220

Review of Capital spend to date against budget for August YTD

Directorate	Program	Aug YTD \$	Aug YTD Budget \$	Full Year budget \$	Variance	Commentary
Community Support	Airport	2,681	-	-	2,681	Public toilet budgeted in the prior year carried forward
	Cemeteries	9,376	20,165	120,990	- 10,789	
	Civil Defence		1,703	10,220	- 1,703	
	Public Toilets	88,907	35,403	212,420	- 53,505	Strathallan project will finish in the first half of the year. Budget even split
	Social Housing	9,946	26,667	160,000	- 16,721	
Corporate Support	Information Technology	387,174	532,409	3,194,467	- 145,236	IT projects budgeted not started.
	Council Building	6,172	21,292	127,750	- 15,120	
	Land Transport Unit		3,333	20,000	- 3,333	
	People and Capability		31,851	191,100	- 31,851	
	User Experience and Community Eng	6,970	-	-	6,970	
Downlands Water Supply	Downlands Water Supply	151,953	249,258	1,495,550	- 97,306	Phasing of construction, with the majority to occur in Q3 and Q4
Environmental services	Animal Control		8,334	50,000	- 8,334	
Other Activities	Property		67,217	403,300	- 67,217	Investigation to be completed to assess needs for Alpine Stadium
	Vehicle Management	131,316	150,001	900,000	- 18,685	Includes Parks machinery
Recreation & Leisure	Aigantighe Art Gallery	182,707	18,883	113,299	163,824	Finalisation of HVAC system, and Lift, carried forward from prior year
	Aorangi	211,653	1,709,995	10,260,000	- 1,498,342	Construction to commence in October, currently in design phase
	Cbay Aquatics		33,215	199,290	- 33,215	
	Forestry		1,490	8,943	- 1,490	
	Halls & Community Centres	48,654	10,000	60,000	38,654	
	Libraries	28,415	103,621	621,724	- 75,206	Timing. Dumb waiter project
	Motor Camps		1,703	10,220	- 1,703	
	Museum	17,521	80,403	482,423	- 62,882	Budget is evenly spread, procurement does not follow an even pattern
	Parks	201,979	453,249	2,719,500	- 251,271	Parks reseal to take place in Q3&4
	Swimming Pools	3,475			3,475	
	Theatre Royal	912,256	1,868,326	11,210,000	- 956,070	Project recently commenced, higher expenditure to incur in later stages.
Roading and Footpaths	Parking	6,089			6,089	
	Parking facilities		629,450	3,776,720	- 629,450	Sophia St carpark waiting on Geotech report.
	Road/Street Landscapes	163,067	44,287	265,720	118,780	Strathallan project will finish in the first half of the year. Budget even split
	Subsidised Roading	333,370	3,397,988	20,387,992	- 3,064,619	Phasing issue, Road rehabilitations just recently commenced
Stormwater	Geraldine Stormwater	10,586	37,865	227,200	- 27,280	
	Rural Stormwater	3,969	20,000	120,000	- 16,031	
	Temuka Stormwater	7,146	52,866	317,200	- 45,719	
	Timaru Stormwater	153,393	297,401	1,784,400	- 144,008	Phasing of construction, with the majority to occur in Q3 and Q4
Waste Management	Waste Management Operations	1,165	131,028	786,174	- 129,863	Delay in projects
Wastewater	Wastewater	284,863	984,763	5,908,580	- 699,900	Design is progressing for the new 'wetwell' and construction in Q3 & Q4
Water Supplies	Beautiful Valley Water		341	2,044	- 341	
	Rangitata/Orari Water		2,500	15,000	- 2,500	
	Seadown Water	146,496	215,206	1,291,236	- 68,710	Phasing of construction, with the majority to occur in Q3 and Q4
	Te Moana Water	272,477	291,666	1,750,000	- 19,189	
	Urban Water	843,634	1,869,034	11,214,201	- 1,025,400	Phasing of construction, with the majority to occur in Q3 and Q4
Totals		4,627,407	13,402,913	80,417,661	- 8,775,506	

Review of All Council Activities by Directorate

Commentary obtained for variances over \$30k, excluding personnel costs

Community Support

		Aug YTD \$000	Aug Budget YTD \$000	YTD Variance \$000	Commentary >30k var	Full Year budget \$000
Airport						
Revenue	Rates revenue	- 45	- 45	-		267
	Fees & charges	- 91	- 102	10		610
Revenue Total		- 136	- 146	10		877
Expenditure	Depreciation expense	66	66	-		397
	Finance costs	20	20	0		120
	Other expenses	66	89	23		535
	Personnel costs	23	30	8		183
Expenditure Total		175	206	31		1,235
Airport Total		39	60	21		358
Cemeteries						
Revenue	Rates revenue	- 88	- 88	-		528
	Fees & charges	- 52	- 51	1		305
	Other revenue	- 35	- 7	29		40
	Subsidies and grants	- -	- 1	1		6
Revenue Total		- 176	- 146	29		878
Expenditure	Depreciation expense	1	1	-		7
	Finance costs	16	16	0		98
	Other expenses	114	130	16		778
Expenditure Total		131	147	16		883
Other Comprehensive	Other (gains) / losses			-		2
Other Comprehensive Total				-		2
Cemeteries Total		- 44	1	45		7
Civil Defence						
Revenue	Rates revenue	- 86	- 86	-		519
Revenue Total		- 86	- 86	-		519
Expenditure	Depreciation expense	16	16	-		94
	Finance costs	3	3	0		17
	Other expenses	24	31	7		184
	Personnel costs	62	51	11		308
Expenditure Total		104	100	4		603
Other Comprehensive	Other (gains) / losses			-		3
Other Comprehensive Total				-		3

Civil Defence Total			18	14	-	4	86
Climate & Sustainability							
Revenue	Rates revenue	-	53	-	53	-	320
Revenue Total		-	53	-	53	-	320
Expenditure	Finance costs		0	0	-	0	0
	Other expenses		83	11	-	72	67
	Personnel costs		14	42		28	253
Expenditure Total			97	53	-	44	320
Climate & Sustainability Total			44	0	-	44	-
Community Development							
Revenue	Rates revenue	-	13	-	13	-	75
	Subsidies and grants	-	110	-		110	-
Revenue Total		-	123	-	13	110	75
Expenditure	Other expenses		18	13	-	5	75
Expenditure Total			18	13	-	5	75
Community Development Total		-	105	0	-	105	-
Economic Development and Promotion							
Revenue	Rates revenue	-	265	-	265	-	1,589
Revenue Total		-	265	-	265	-	1,589
Expenditure	Finance costs		15	15		0	91
	Other expenses		445	250	-	195	1,498
Expenditure Total			460	265	-	195	1,589
Economic Development and Promotion Total			195	0	-	195	-
Public Toilets							
Revenue	Rates revenue	-	106	-	106	-	634
Revenue Total		-	106	-	106	-	634
Expenditure	Depreciation expense		5	5		-	33
	Finance costs		3	3		0	16
	Other expenses		92	98		7	589
Expenditure Total			100	106		7	637
Public Toilets Total		-	6	1	-	7	3
Social Housing							
Revenue	Fees & charges	-	361	-	333	27	2,000
Revenue Total		-	361	-	333	27	2,000
Expenditure	Depreciation expense		29	29		-	172

	Finance costs	19	19	0		112
	Other expenses	166	205	39	Maintenance projects not evenly split as budget is	1,230
Expenditure Total		213	252	39		1,514
Other Comprehensive	Other (gains) / losses			-	-	32
Other Comprehensive Total				-	-	32
Social Housing Total		- 148	- 81	67	-	519
User Experience & Community Engagement						
Revenue	Rates revenue	- 92	- 92	-	-	550
	Finance revenue	- 0	-	0		-
	Other revenue	- 22	- 8	14	-	48
Revenue Total		- 113	- 100	14	-	598
Expenditure	Finance costs	0	0	- 0		1
	Other expenses	36	99	64	Grants paid under budget. Not an even monthly amount	597
Expenditure Total		36	100	64		598
User Experience & Community Engagement T		- 78	0	78		-
Community Support total		205	- 6	211	-	64

Corporate Support

Commercial and Strategy

Commercial and Strategy Management

Revenue	Other revenue	-	50	-	50	0	-	299
Revenue Total		-	50	-	50	0	-	299
Expenditure	Other expenses		19		50	31	Professional services not yet engaged for 25/26	299
	Personnel costs	-	16		-	16		-
Expenditure Total			3		50	47		299
Commercial and Strategy Management Total		-	47		0	47		-

Financial Services

Financial Services										
Revenue	Other revenue	-	482	-	57	425	Overhead recovered included in other expenses below budget to be moved	-	344	
Revenue Total		-	482	-	57	425		-	344	
Expenditure	Other expenses		247	-	221	-	468	Offsets with overhead revenue budget to be moved	-	1,328
	Personnel costs		355		279	-	76			1,672
Expenditure Total			602		57	-	544			344
Financial Services Total			120		0	-	120			-

Information Technology

Revenue	Fees & charges		-	-	4	-	4		-	22
	Other revenue	-	1,074	-	1,077	-	3		-	6,461
Revenue Total		-	1,074	-	1,080	-	7		-	6,483
Expenditure	Depreciation expense		220		220		-			1,322
	Finance costs		15		15	-	0			91
	Other expenses		427		431		4			2,585
	Personnel costs		531		414	-	117	Redundancy costs contributing to actuals over budget		2,484
Expenditure Total			1,193		1,080	-	113			6,483
Information Technology Total			119		0	-	119			-

Property Management

Revenue	Other revenue	-	156	-	156	-	0		-	937
	Subsidies and grants		-		-		-			-
Revenue Total		-	156	-	156	-	0		-	937
Expenditure	Other expenses		43		43		0			258
	Personnel costs		114		113	-	1			680
Expenditure Total			157		156	-	0			937
Property Management Total			0		0	-	0			-

Risk and Assurance

Revenue	Other revenue	-	42	-	43	-	0	-	255
Revenue Total		-	42	-	43	-	0	-	255
Expenditure	Other expenses		13		14		1		87
	Personnel costs		35		28		7		168
Expenditure Total			48		43		6		255
Risk and Assurance Total			6		-		-		6

Strategy & Corporate Planning

Revenue	Other revenue	-	256	-	256		0	-	1,537
Revenue Total		-	256	-	256		0	-	1,537
Expenditure	Other expenses		77		115		38	Long Term Plan budget not yet commenced	690
	Personnel costs		198		141		56		847
Expenditure Total			275		256		18		1,537
Strategy & Corporate Planning Total			18		-		-		18
Corporate support - Commercial and Strategy Total			216		0		-		216

Corporate Support

User Experience and Community Engagement

Communications

Revenue	Other revenue	-	8	-	8		0	-	47
Revenue Total		-	8	-	8		0	-	47
Expenditure	Other expenses		4		8		3		47
	Personnel costs		-		-		-		-
Expenditure Total			4		8		3		47
Communications Total		-	3		-		3		-

Community Services Management

Revenue	Other revenue	-	172	-	172		0	-	1,033
Revenue Total		-	172	-	172		0	-	1,033
Expenditure	Other expenses		23		27		4		161
	Personnel costs		179		156		23		872
Expenditure Total			202		183		19		1,033
Community Services Management Total			30		10		-		19

Customer Services

Revenue	Fees & charges		-		21		21	-	126
	Other revenue	-	228	-	228		0	-	1,369
Revenue Total		-	228	-	249		21	-	1,495

Expenditure	Other expenses	89	91	1	544
	Personnel costs	199	158	40	951
Expenditure Total		288	249	39	1,495
Customer Services Total		60	0	60	-
Corporate suport - User Experience total		86	10	75	-

Corporate Support

Other

Chief Executive

Revenue	Other revenue	-	158	-	158	0	-	947
Revenue Total		-	158	-	158	0	-	947
Expenditure	Finance costs		1	1	0			8
	Other expenses		32	49	16			291
	Personnel costs		132	108	24			647
Expenditure Total			165	158	7			947
Chief Executive Total			7	0	7			-

Council Building

Revenue	Other revenue	-	119	-	119	0	-	716
Revenue Total		-	119	-	119	0	-	716
Expenditure	Depreciation expense		16	16	-			98
	Finance costs		24	24	0			142
	Other expenses		69	82	13			492
	Personnel costs		4	12	8			72
Expenditure Total			113	134	21			804
Council Building Total		-	7	15	21			88

Drainage and Water Management

Revenue	Fees & charges	-	-	13	-	13	-	77
	Other revenue	-	569	-	724	156	Timing of budget - to be corrected in September	4,344
Revenue Total		-	569	-	737	168		4,421
Expenditure	Other expenses		312	275	37	Three waters professional services expenditure.		1,650
	Personnel costs		440	429	11			2,772
Expenditure Total			752	704	48			4,421
Drainage and Water Management Total			183	-	33	217		-

Engagement and Culture

Revenue	Other revenue	-	555	-	555	0	-	3,331
Revenue Total		-	555	-	555	0	-	3,331
Expenditure	Finance costs		0	0	0			0

	Other expenses		60	220	160	Full organisation-wide training budget held in HR. Expenses coded to each department and tracked by HR	1,321
	Personnel costs		19	335	316		2,010
Expenditure Total			79	555	476		3,331
Engagement and Culture Total		-	476	0	476		-
Infrastructure Management							
Revenue	Fees & charges	-	24	-	45	-	271
	Other revenue	-	193	-	193	0	1,155
Revenue Total		-	217	-	238	21	1,426
Expenditure	Other expenses		67	59	-	9	352
	Personnel costs		427	179	-	248	1,074
						Redundancy costs contributing to actuals over budget	
Expenditure Total			494	238	-	257	1,426
Infrastructure Management Total			277	0	-	277	-
Land Transport Unit							
Revenue	Fees & charges	-	0	-	48	48	288
	Other revenue	-	697	-	697	0	4,181
	Subsidies and grants	-	11	-	-	11	-
Revenue Total		-	709	-	745	36	4,469
Expenditure	Depreciation expense		3	3	-	-	17
	Other expenses		232	299	67	Consultant expenditure under budget as construction season not fully commenced	1,793
	Personnel costs		496	443	-	53	2,659
Expenditure Total			731	745	14		4,469
Land Transport Unit Total			22	0	-	22	-
Parks and Recreation Management							
Revenue	Other revenue	-	551	-	551	0	3,303
	Subsidies and grants	-	3	-	-	3	-
Revenue Total		-	553	-	551	3	3,303
Expenditure	Other expenses		68	65	-	2	392
	Personnel costs		601	485	-	116	2,911
						Redundancy costs contributing to actuals over budget	
Expenditure Total			668	551	-	118	3,303
Parks and Recreation Management Total			115	-	0	-	-
Planning and Regulatory Management							
Revenue	Other revenue	-	82	-	82	0	494
Revenue Total		-	82	-	82	0	494
Expenditure	Other expenses		20	22	-	2	130
	Personnel costs		84	61	-	23	364

Expenditure Total			104	82	-	21		494
Planning and Regulatory Management Total			21	-	-	21		-
Recreation & Cultural Service								
Revenue	Other revenue	-	17	-	17	0	-	101
Revenue Total		-	17	-	17	0	-	101
Expenditure	Other expenses		19		17	-	2	101
	Personnel costs		341	-	-	341	No budget as relates to the HR employee expenses assigned to all other activities at year end as an overhead	-
Expenditure Total			360		17	-	343	101
Recreation & Cultural Service Total			343	-	-	343		-
Corporate Support Other Total			487	-	19	-	505	88
Corporate Support Grand Total			789	-	8	-	797	88

Democracy

Governance							
Revenue	Rates revenue	-	751	-	751	-	4,507
	Other revenue	-	-	-	12	-	70
Revenue Total		-	751	-	763	-	4,577
Expenditure	Finance costs		8	-	8	-	46
	Other expenses		568		615	47	3,693
	Personnel costs		168	-	140	28	837
Expenditure Total			744		763	19	4,577
Governance Total		-	7	-	0	7	0
Democracy Total		-	7	-	0	7	0

Environmental Services

Animal Control

Revenue	Fees & charges	-	507	-	123	385	Even budget split, but registration occurs at the start of the financial year. Budget to be changed	-	735
Revenue Total		-	507	-	123	385		-	735
Expenditure	Depreciation expense		1		1	-			5
	Other expenses		56		58	2			346
	Personnel costs		60		66	6			395
Expenditure Total			117		124	8			746
Other Comprehensive	Other (gains) / losses					-			2
Other Comprehensive Total						-			2
Animal Control Total		-	391		2	392			13

Building

Revenue	Rates revenue	-	297	-	297	-		-	1,782
	Fees & charges	-	407	-	462	55	Building consent revenue based on demand, economic conditions.	-	2,772
	Other revenue	-	5	-	34	30		-	206
Revenue Total		-	708	-	793	85		-	4,759
Expenditure	Finance costs		9		9	0			56
	Other expenses		254		259	5			1,555
	Personnel costs		574		525	49			3,149
Expenditure Total			837		793	44			4,759
Building Total			129		-	-			-

Environmental Health

Revenue	Rates revenue	-	113	-	113	-		-	675
	Fees & charges	-	119	-	86	34	Licensing and Permit Fees above budget, not evenly split	-	514
	Other revenue	-	0	-	4	4		-	25
Revenue Total		-	232	-	202	30		-	1,214
Expenditure	Finance costs		1		1	-			8
	Other expenses		96		135	39	Overhead allocation underbudget. Budget to be reviewed		812
	Personnel costs		121		66	55	Redundancy costs contributing to actuals over budget		394
Expenditure Total			218		202	16			1,214
Environmental Health Total		-	14		0	14			0

Planning

Revenue	Rates revenue	-	526	-	526	-		-	3,158
	Fees & charges	-	71	-	89	18		-	534
	Other revenue	-	2	-	1	1		-	6

Revenue Total		-	599	-	616	-	17	-	3,698
Expenditure	Finance costs		31		31	-	0		186
	Other expenses		344		299	-	45	Professional services for PDP support services, not even split as per budget	1,793
	Personnel costs		357		287	-	70	Redundancy costs contributing to actuals over budget	1,719
Expenditure Total			732		616	-	115		3,698
Planning Total			133		0	-	133		-
Environmental Services Total		-	143		2		69		13

Other Activities

Financial Arrangements

Revenue	Rates revenue	-	864	819	-	45		4,914
	Finance revenue	-	265	-	625	-	361 Interest rates lower than budgeted	3,752
							Dividend revenue budgeted evenly, to be changed to year end	
	Other revenue	-	175	-	291	-	116	1,744
Revenue Total			424	-	97	-	521	582
Expenditure	Finance costs	-	722	42	764		Interest expense lower than budget. Internal interest expensed to other activities as per budget. Washup at year end	253
	Other expenses	-	35	55	20			330
Expenditure Total		-	687	97	784			582
Financial Arrangements Total		-	263	-	0	263		0

Property

Revenue	Rates revenue	-	122	-	122	-		732
	Fees & charges	-	196	-	74	121	Timing of rental charges not even monthly	445
Revenue Total		-	318	-	196	121		1,177
Expenditure	Depreciation expense		55	55	-			331
	Finance costs		9	9	0			53
	Other expenses		171	181	10			1,085
Expenditure Total			235	245	10			1,469
Property Total		-	83	49	131			292

Vehicle Management

Revenue	Rates revenue	-	20	-	20	-		118
	Other revenue	-	103	-	104	-	1	625
Revenue Total		-	122	-	124	-	1	743
Expenditure	Depreciation expense		76	76	-			454
	Finance costs		5	5	-	0		29
	Other expenses		60	78	17			465
Expenditure Total			141	158	17			948
Vehicle Management Total			19	34	16			205
Other Activities Total		-	327	83	410			497

Recreation & Leisure

Aigantighe Art Gallery

Revenue	Rates revenue	-	202	-	202	-	-	1,213
	Fees & charges	-	2	-	2	-	0	12
	Other revenue	-	26	-	3	24	Unbudgeted grant received	16
	Subsidies and grants	-	-	-	0	-	0	1
Revenue Total		-	230	-	207	23	-	1,241
Expenditure	Depreciation expense		10		10	-		61
	Finance costs		20		20	-	0	122
	Other expenses		77		88		10	528
	Personnel costs		94		92	-	2	553
Expenditure Total			202		211		9	1,264
Aigantighe Art Gallery Total		-	28		4	32		23

Aorangi

Revenue	Rates revenue	-	29	-	29	-	-	174
	Fees & charges	-	25	-	39	-	14	236
	Other revenue	-	1	-	6	-	5	38
Revenue Total		-	55	-	75	-	20	447
Expenditure	Depreciation expense		47		47	-		284
	Finance costs		6		6	-	0	38
	Other expenses		55		58		4	349
	Personnel costs		10		5	-	6	28
Expenditure Total			119		116	-	2	698
Aorangi Total			64		42	-	22	251

Fishing Huts

Revenue	Other revenue	-	0	-	19	-	19	115
Revenue Total		-	0	-	19	-	19	115
Expenditure	Depreciation expense		0		0	-		2
	Other expenses		9		14		5	83
Expenditure Total			9		14		5	85
Fishing Huts Total			9	-	5	-	14	30

Forestry

Revenue	Fees & charges	-	6	-	5	1	-	31
	Other revenue	-	-	-	25	-	25	148
Revenue Total		-	6	-	30	-	24	179
Expenditure	Depreciation expense		1		1	-		5
	Finance costs		0		0		0	2

	Other expenses	15	39	24	232
Expenditure Total		16	40	24	240
Forestry Total		10	10 -	0	61

Halls & Community Centres

Revenue	Rates revenue	-	99 -	99	-	592
	Fees & charges	-	24 -	17	7	101
Revenue Total		-	123 -	116	7	693
Expenditure	Depreciation expense		17	17	-	103
	Finance costs		25	25	-	151
	Other expenses		76	89	13	532
Expenditure Total			118	131	13	786
Other Comprehensive	Other (gains) / losses				-	3
Other Comprehensive Total					-	3
Halls & Community Centres Total		-	5	15	20	96

Libraries

Revenue	Rates revenue	-	938 -	938	-	5,629
	Fees & charges	-	13 -	9	4	56
	Subsidies and grants		- -	1 -	1	8
Revenue Total		-	951 -	949	2	5,693
Expenditure	Depreciation expense		76	76	-	454
	Finance costs		46	46	0	278
	Other expenses		364	381	17	2,286
	Personnel costs		360	484	124	2,901
Expenditure Total			846	987	141	5,919
Other Comprehensive	Other (gains) / losses				-	19
Other Comprehensive Total					-	19
Libraries Total		-	105	38	143	246

Motor Camps

Revenue	Rates revenue	-	4 -	4	-	23
	Other revenue	-	6 -	11 -	5	64
Revenue Total		-	10 -	15 -	5	88
Expenditure	Depreciation expense		4	4	-	24
	Other expenses		14	14	0	85
Expenditure Total			18	18	0	110
Motor Camps Total			8	4 -	4	22

Museum

Revenue	Rates revenue	-	231 -	231	-	1,387
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	Fees & charges	-	0	-	0	-	2
	Other revenue	-	5	-	3	-	17
	Subsidies and grants	-	29	-	5	-	30
Revenue Total		-	265	-	239	-	1,436
Expenditure	Depreciation expense		9		9		55
	Finance costs		8		8		50
	Other expenses		86		99		593
	Personnel costs		128		131		787
Expenditure Total			232		248		1,485
Other Comprehensive	Other (gains) / losses					-	284
Other Comprehensive Total						-	284
Museum Total		-	33		8		42

Parks

Revenue	Rates revenue	-	1,263	-	1,263	-	7,577
	Fees & charges	-	1	-	-	-	-
	Other revenue	-	3	-	19	-	112
	Subsidies and grants		-		160	-	962
					160	-	962
						-	962
Revenue Total		-	1,267	-	1,442	-	8,651
Expenditure	Depreciation expense		14		14		83
	Finance costs		95		95		570
	Other expenses		1,007		1,185		7,111
					178		7,111
Expenditure Total			1,116		1,294		7,764
Parks Total		-	151		148		3

Swimming Pools

Revenue	Rates revenue	-	1,193	-	1,193	-	7,158
	Fees & charges	-	224	-	276	-	1,656
	Other revenue	-	309	-	283	-	1,695
	Subsidies and grants		-		2	-	14
Revenue Total		-	1,727	-	1,754	-	10,523
Expenditure	Depreciation expense		156		156		937
	Finance costs		92		92		553
	Other expenses		719		782		4,693
	Personnel costs		485		677		4,527
					192		4,527
Expenditure Total			1,452		1,708		10,711
Other Comprehensive	Other (gains) / losses					-	157
Other Comprehensive Total						-	157
Swimming Pools Total		-	274		46		228

Theatre Royal							
Revenue	Rates revenue	-	94	-	94	-	562
	Subsidies and grants	-	300	-	300	Revenue received in advance from prior year budgeted grants being released for project started	-
Revenue Total		-	394	-	94	300	562
Expenditure	Depreciation expense		11	11	-		65
	Finance costs		29	29	-		174
	Other expenses		54	63	9		379
Expenditure Total			94	103	9		617
Theatre Royal Total		-	300	9	309		55
Recreation & Leisure Total		-	806	-	69	737	54

Roading and Footpaths

Subsidised Roding & Footpaths

Revenue	Rates revenue	-	2,732	-	2,732	-	-	16,390
	Other revenue	-	2	-	-	2	-	1,856
	Subsidies and grants	-	967	-	2,108	-	1,141	12,649
							Construction season not yet commenced, funding received once expenditure incurred	
Revenue Total		-	3,701	-	4,840	-	1,139	30,896
Expenditure	Depreciation expense		3,032		3,032		-	18,190
	Finance costs		281		281		0	1,684
	Other expenses		1,251		1,890		638	11,338
							Construction season not yet fully commenced	
Expenditure Total			4,564		5,202		638	31,211
Subsidised Roding Total			863		362		501	316

Parking

Revenue	Fees & charges	-	250	-	249	1	-	1,493
	Other revenue	-	8	-	8	0	-	47
Revenue Total		-	257	-	257	1	-	1,540
Expenditure	Depreciation expense		17		17		-	103
	Finance costs		33		33		0	199
	Other expenses		115		158		43	948
	Personnel costs		95		120		25	718
Expenditure Total			260		328		68	1,969
Parking Total			3		71		68	429

Road/Street Landscapes

Revenue	Rates revenue	-	193	-	193	-	-	1,155
	Subsidies and grants	-	0	-	-	0	-	-
Revenue Total		-	192	-	193	-	0	1,155
Expenditure	Depreciation expense		91		91		-	544
	Finance costs		11		11		0	66
	Other expenses		83		135		53	812
							Construction season not yet fully commenced	
Expenditure Total			184		237		53	1,423
Road/Street Landscapes Total		-	8		45		53	268

Street Lighting

Revenue	Rates revenue	-	129	-	129	-	-	776
	Other revenue	-	-	-	-	-	-	145
Revenue Total		-	129	-	129	-	-	921
Expenditure	Depreciation expense		125		125		-	748
	Other expenses		35		67		32	402
							Construction season not yet fully commenced	

Expenditure Total		160	192	32	1,150
Street Lighting Total		30	62	32	229
Roading and Footpaths Total		888	540 -	348	1,241

Three Waters

Water Supplies

Revenue	Rates revenue	-	2,288	-	2,499	-	211	Based on usage, seasonal demand driven	-	14,994
	Other revenue	-	75	-	-	-	75	Charge for third party damage	-	1,421
Revenue Total		-	2,364	-	2,499	-	135		-	16,415
Expenditure	Depreciation expense		1,165		1,165		-			6,989
	Finance costs		395		395		0			2,373
	Other expenses		883		1,137		254	Expenditure incurred in-line with revenue received.		6,822
	Personnel costs		151		107		45	Seasonal demand driven		655
Expenditure Total			2,595		2,804		209			16,838
Other Comprehensive	Other (gains) / losses						-		-	22,438
Other Comprehensive Total							-		-	22,438
Water Supplies Total			231		305		73		-	22,016

Wastewater

Revenue	Rates revenue	-	1,341	-	1,341	-	-		-	8,048
	Fees & charges	-	741	-	538		203	Tradewaste user fees underbudgeted. Actuals in-line with prior year	-	3,226
	Other revenue	-	56	-	14		42	Domestic sewer catchment contribution fee charged not budgeted	-	876
Revenue Total		-	2,139	-	1,893		246		-	12,151
Expenditure	Depreciation expense		975		975		-			5,849
	Finance costs		354		354		0			2,125
	Other expenses		562		623		61	Reticulation costs underbudget. Construction period peaks in Q3 and Q4. Not an even split		3,739
	Personnel costs		106		115		9			752
Expenditure Total			1,997		2,067		70			12,464
Other Comprehensive	Other (gains) / losses						-		-	25,822
Other Comprehensive Total							-		-	25,822
Wastewater Total		-	142		174		316		-	25,509

Stormwater

Revenue	Rates revenue	-	874	-	874	-	-		-	5,243
	Fees & charges	-	4	-	-		4		-	-
	Other revenue		-		-		-		-	1,325
Revenue Total		-	878	-	874		4		-	6,568
Expenditure	Depreciation expense		659		659		-			3,952
	Finance costs		30		30		0			180

	Other expenses		139	300	161	Reticulation costs underbudget. Construction period peaks in Q3 and Q4. Not an even split	1,802
Expenditure Total			828	989	161		5,934
Other Comprehensive	Other (gains) / losses				-	-	15,175
Other Comprehensive Total					-	-	15,175
Stormwater total		-	50	115	165		15,809
Downlands Water Supply							
Revenue	Rates revenue	-	530	- 530	0	-	3,181
	Fees & charges		1	- -	1		-
	Finance revenue	-	3	-	3		-
	Other revenue		0	- 76	- 76	Other sundry income under budget. No other projects completed August year to date	527
Revenue Total		-	532	- 606	- 73	-	3,708
Expenditure	Depreciation expense		287	287	-		1,721
	Finance costs		89	116	27		697
	Other expenses		136	203	67	Reticulation costs underbudget. Construction period peaks in Q3 and Q4. Not an even split	1,217
Expenditure Total			513	606	93		3,635
Other Comprehensive	Other (gains) / losses		-	-	-	-	6,496
Other Comprehensive Total			-	-	-	-	6,496
Downlands Water Supply Total		-	20	- 0	20		6,569
Three waters total			20	593	574	- -	69,904

Waste Management

Refuse Collection

Revenue	Rates revenue	-	1,308	-	1,308	-	-	7,846	
Revenue Total		-	1,308	-	1,308	-	-	7,846	
Expenditure	Other expenses		1,051	1,308	256	Contractor costs under budget. Claims are not for the same amount each month as per the budget			7,846
Expenditure Total			1,051	1,308	256			7,846	
Refuse Collection Total		-	256	-	256			-	

Waste Management Operations

Revenue	Fees & charges	-	1,036	-	996	40	-	5,976
	Other revenue	-	841	-	846	-	4	5,073
	Subsidies and grants	-	232	-	225	7	-	1,350
Revenue Total		-	2,110	-	2,067	43	-	12,400
Expenditure	Depreciation expense		134		134	-		803
	Finance costs		230		230	-	0	1,380
	Other expenses		1,102		1,533	431	Contractor costs under budget. Work performed not each month as per the budget	9,195
	Personnel costs		94		60	-		34
Expenditure Total			1,560		1,957	397		11,739
Waste Management Operations Total		-	550	-	110	440	-	660
Waste Management Total		-	806	-	110	696	-	660

9.6 Council and Group asset impairment reviews**Author:** John Liddiard, Projects Accountant**Authoriser:** Andrea Rankin, Chief Financial Officer**Recommendation**

That Council receive and note Council and Group asset impairment reviews report.

Purpose of Report

- 1 The purpose of this report is to advise Council of the current policy and practice for the review of asset values in the Council and Group financial reports in case of impairment.

Assessment of Significance

- 2 This matter has low significance in terms of Council's Significance and Engagement Policy. This has been determined by the low level of direct impact the decisions are likely to have on Council's operations and on the community and therefore community engagement on the contents of this report is not recommended.
- 3 Undertaking a regular review of whether assets have been impaired helps maintain a high level of trust and confidence in Council financial reporting.

Discussion

- 4 New Zealand Generally Accepted Accounting Principles (GAAP) require that the value of assets be reviewed to assess whether the value that is being ascribed to them is appropriate or whether some event or process has negatively impacted on that value. This includes assets held for the purposes of a commercial return and those held for the delivery of public services. Different asset types assessed include tangible assets such as property, plant and equipment; intangible assets, such as software; financial investments; and investments in other entities such as Council Controlled Trading Organisations (CCTOs).
- 5 Where an asset is revalued annually it is assumed that the revaluation takes any reduction in value into account and so those assets, such as investment properties do not normally require a separate impairment review.
- 6 All other assets are reviewed annually for impairment however the degree of focus is variable based on the materiality of the asset value and the likelihood of impairment based on the annual overview assessment.
- 7 Impairment is the reduction in the ability of an asset to deliver the purpose for which that asset is held. Potential impairment might be due to a variety of causes including:
 - 7.1 physical damage;
 - 7.2 technological changes and obsolescence;
 - 7.3 market value reduction;
 - 7.4 the use for which the asset was acquired no longer being performed by the organisation;

- 7.5 statutory or government policy changes;
 - 7.6 abandonment of a project;
 - 7.7 significant reduction in the ability to deliver expected financial returns;
 - 7.8 note that this list is not exhaustive and particular issues or attributes may relate to a specific asset resulting in its impairment.
- 8 Council undertakes an annual strategic overview of likely impacts and how assets might have been impaired (see attached). If any of the factors indicate that a particular asset or asset class might have been impaired then a further, more detailed, analysis would be undertaken, the specific elements of which relate to the asset under consideration.
- 9 Council Controlled Organisations (CCOs) and CCTOs are expected to complete their own impairment review of assets owned or controlled by them and the value adjusted in the financial statements used by Council to generate the Group financial statements.
- 10 If Council believes that a material asset owned by a CCO/CCTO should be impaired but has not been, then the value of that asset in the Group accounts might be separately impaired. This would require that the asset impairment be material at a Group level and in that situation the accounts from the CCO/CCTO would be expected to have issues relating to their audit, perhaps resulting in specific commentary from the auditors including potentially an adverse opinion and potentially Council might refuse to accept their annual report. If an investment held by a CCO/CCTO has been revalued, including the equity accounting of results which include significant write-downs or provisions relating to a known issue, then there is no requirement for an additional impairment as the value of that investment has been reduced through other processes.
- 11 If a Council asset is assessed as being impaired there are two primary accounting responses which we undertake:
- 11.1 for permanent impairments the asset will have a permanent reduction in value which will have an immediate reduction in the carrying value of that asset, which is not expected to be reversed;
 - 11.2 for temporary impairments, where it is expected that the asset will be remediated, an “impairment provision” is raised to reduce the value of the asset until it is returned to normal, when the provision is reversed.
 - 11.3 If there is a 100% permanent impairment, then it is most likely that the asset will be disposed of.
- 12 Assets were assessed for impairment in 2025, including a review of equity investments in Alpine Energy Limited (AEL) and PrimePort Timaru Limited (PPTL). The following asset impairments have been included in the 2025 Annual report:
- 12.1 Caroline Bay WW1 Memorial: 80% impairment (\$110k) – it is anticipated that this will be refreshed and renewed in the future;
 - 12.2 Terrace Footbridge: 100% impairment (\$75k) – it has been advised that although the footbridge is currently closed it will be repaired;
 - 12.3 Software Support & Upgrades: 100% impairment (\$46k) – this asset will be disposed of in 2026.

- 12.4 Note that the value of the investment in AEL has been reviewed by Timaru District Holdings Limited (TDHL) and it has been concluded that no impairment is required following recent announcements relating to the revenue of AEL, as the full anticipated costs have been provided for in AEL, which has therefore been included in the value of the AEL investment in TDHLs financial reports and consequently the value has been adjusted through that process.

Attachments

1. Impairment indicators 2025 [↓](#) 

Impairment indicators (different assets may have different issues to consider)**1. External**

- a. Observable indications that the asset's value has declined significantly more during the period than expected.
- b. Increases in market interest rates (i.e., likely to increase the discount rate used to calculate the asset's value and therefore decrease recoverable amount).
- c. Significant changes with adverse effects on the entity have taken place during the period, or will take place in the near future, in the technological, market, economic or legal environment.
- d. Cessation, or near cessation, of the demand or need for the services provided by the asset.

2. Internal

- a. Evidence of obsolescence or physical damage to assets.
- b. Significant changes with adverse effects on Council have taken place during the period or are expected to take place in the near future, which may affect the extent or how the asset is used (e.g., assets becoming idle, restructuring, plans to dispose of assets early and reassessing useful life as finite rather than indefinite).
- c. A decision to halt the construction of an asset before it is complete or in a usable condition.
- d. Evidence is available from internal reporting that indicates that the service performance or, where applicable, the economic performance, of an asset is, or will be, significantly worse than expected.

3. Investments in subsidiaries or associates

- a. For investments in subsidiaries or associates (note that this also applies to joint ventures but Council does not currently participate in any of these): the carrying amount of the investment in the separate financial statement exceeds the consolidated financial statements of the investee.
- b. Significant anticipated reduction in future cash flows.
- c. Assessment of the projected impact of climate change on the activities or assets of the subsidiary or associate.
- d. Have events impacting on the investment been sufficiently accounted for by the entity?
- e. Has the entity received a current "clear" audit report?

9.7 Delegation to Chief Executive during the Interim Election Period

Author: Jessica Kavanaugh, Democracy Services Lead
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Authoriser: Stephen Doran, General Manager Corporate

Recommendation

That Council delegates all of its responsibilities, duties, and powers to the Chief Executive, subject to the limitations set out in Local Government Act 2002, schedule 7, clause 32(1) for the period from the day after the declaration of the election results until the swearing in of the new Council. Subject to a requirement that the Chief Executive may only exercise this delegation in consultation with the person elected to the position of the Mayor; and may only attend to those matters that cannot reasonably await the first meeting of the new Council; and shall be reported to the first meeting of the new Council.

Purpose of Report

- 1 The purpose of this report is for Council's consideration to the decision making arrangements for the period from the day after the declaration of election result until the swearing in of the new Council. It is anticipated that all Council's Committees will be discharged at the end of the term, and therefore no resolution under Local Government Act 2002, schedule 7, clause 30(7) is required.

Assessment of Significance

- 2 This matter is assessed to be of low significance under the Council's Significance and Engagement Policy as this delegation is for a short period of time between Council's and is subject to conditions.

Background

- 3 The 2025 triennial elections will be held on Saturday 11 October 2025, once all the votes have been counted, the Electoral Officer will declare the result by public notice. Candidates who are declared elected will come into office on the day after the day on which the official result of the election is declared.
- 4 Elected Members from the 2022 - 2025 term remain in office until the day the official results are declared. No Elected Members are in office or can exercise powers during the Interim Election Period. The Elected Members from 2022-25 triennium vacate office the day the official results are declared. The incoming Elected Members cannot act in their capacity as members of the Council until they have taken their declaration at the Inaugural Council meeting.
- 5 Council will therefore need to consider arrangements to ensure the effective and efficient conduct of the Council's business during the interim election period.

- 6 For the purposes of this report, the interim election period is from the day after the public notice declaring the election results until the new Council is sworn in at the Inaugural Council meeting.
- 7 The declaration is expected by 17 October 2025, and the Inaugural Council meeting is expected to be held on Tuesday 28 October 2025. These dates may be subject to change.

Discussion

- 8 Council has the option of delegating to the Chief Executive all of its responsibilities, duties and powers for the period in question expect those set out in the Local Government Act 2002, clause 32, paragraphs (a) to (h), subject to the three requirements set out in the recommendation and below;
 - 8.1 The Chief Executive may only exercise this delegation in consultation with the person elected to the position of the Mayor; and
 - 8.2 The Chief Executive may only attend to those matters that cannot reasonably await the first meeting of the new Council; and
 - 8.3 The Chief Executive will report the use of any of the delegated responsibilities, duties and powers to the first meeting of the new Council.
- 9 Council's committees, subcommittees and other subordinate decision-making bodies are deemed to be discharged at the end of the term, unless Council resolves otherwise.

Options and Preferred Option

- 10 Option One (recommended) – Grant delegated authority to the Chief Executive during the interim election period.
- 11 Option Two – Not to grant delegated authority to the Chief Executive during the interim election period.

Consultation

- 12 No consultation is required.

Relevant Legislation, Council Policy and Plans

- 13 Local Government Act 2002.
- 14 Local Electoral Act 2001.

Financial and Funding Implications

- 15 There is no financial or funding implications.

Other Considerations

- 16 There are no other considerations.

Attachments

Nil

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 9 September 2025

13.2 Recommendation from Directors and Trustees Appointment Subcommittee: Appointment of Directors

13.3 Recommendation from Directors and Trustees Appointment Subcommittee: Reappointment of Timaru District Holdings Limited Chairperson

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 9 September 2025 Matters dealt with in these minutes: 13.1 - Property Divestments - Update and Further Opportunities	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 9 September 2025 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 9 September 2025.
13.2 - Recommendation from Directors and Trustees Appointment Subcommittee: Appointment of Directors	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
13.3 - Recommendation from Directors and Trustees Appointment Subcommittee: Reappointment of Timaru District Holdings Limited Chairperson	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

*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]

.

*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.”